

**STONEWALL JACKSON AREA COUNCIL
CAMP SHENANDOAH USE POLICY**

WELCOME TO CAMP SHENANDOAH!

Stonewall Jackson Area Council welcomes all Scouts and friends of the Council to enjoy Camp Shenandoah year round. Camp Shenandoah is a beautiful property for camping, hiking and just enjoying the pleasures of the quiet in the Blue Ridge Mountains. In order for all our Scouts to best make use of Camp Shenandoah we have put together a list of activities and facilities that are available and how they may be accessed. Please make Camp Shenandoah one of the places where you and your unit will visit throughout the year (Camp property use during summer camp operation is very limited).

GENERAL INFORMATION ON CAMP SHENANDOAH

- **Camping:** Camping at designated sites is available during the off season (non-summer camp times). Specific sites may be requested, but to avoid overuse of certain sites the final site approval will be by the Council Office.
- **Hiking:** All of the camp property is available for hiking for approved units.
- **Bouldering Wall:** The bouldering wall is available for use and use must be supervised.
- **Waterfront:** The swimming area will operational for unit swims from April to June and August to October. The camp canoes will be available for use on Hope Lake by approved units from August to November and April to June.
- **Shooting Ranges – Archery, Rifle and Shotgun:** Use of the Shooting Ranges may be open to unit use, but an approved, Certified Range Master must be present.
- **Dining Hall, Staff Lounge and Kitchen:** The Dining Hall, Staff Lounge and Kitchen are available for use by approved units.

POLICIES AND REGULATIONS

CHECK-IN/CHECK-OUT: Units or groups must check in with either the Ranger or Campmaster upon arrival to review the usage policy, rules for use and activities scheduled for the weekend.

CAMPING: Units must camp at the site designated by the Council, Campmaster or Ranger on site during the use. Do not remove items from the campsites or move the platforms.

HIKING: Units hiking on camp property should stay on trails and avoid damaging vegetation along the route of the hike. Extra caution should be used during hunting season. It is suggested that you wear bright colored clothing and stay on Camp property.

FIRES: Fires are allowed in camp but only in the designated fire rings of campsites. Firewood foraged from ground may be used. No felling of any trees, alive or dead is allowed. Fires must be completely extinguished after use. Never leave fires unattended at any time. **Do not bring outside wood into camp – we have enough here for you to use.**

NOISE: We want Camp Shenandoah to be a restful environment where units can carry out activities without disturbance. Therefore, all units should respect fellow Scouts and limit noise from “lights out” at 11:00 pm to 6:00 am in the morning.

VEHICLES IN CAMP: The roads at Camp Shenandoah limit the operation of most vehicles with low clearance. Vehicles will be permitted to drive to and from the designated campsite to drop equipment/gear. Unit trailers are allowed to remain at the campsite along with the vehicle that pulled it.

If your vehicle becomes stuck it will be your responsibility to extract the vehicle. **All vehicles, with the exception to the vehicle pulling the trailer must be parked in the parking lot.**

DRINKING WATER: There is limited access to potable water during the winter camping season (October to April). Stewart, Coty and Gilkeson campsites are winterized and have potable water available.

ELECTRICITY: There is limited access to electricity. If you need access, please check with Campmaster or Camp Ranger for availability.

TELEPHONE/CELLULAR SERVICE: There is a phone available at the Camp Office but we ask that you do not make long distance phone calls from this phone. There is limited cellular service throughout camp available through most providers.

GARBAGE DISPOSAL: Following use of any camp facilities trash must be placed in dumpsters next to the Dining Hall.

FACILITIES AVAILABLE WITH SPECIAL USE REQUIREMENTS

WATERFRONT:

- Units may swim in the designated areas at the waterfront, if prior approval has been given by the Council and a Campmaster is in residence. ***The unit leader must have on council records current Aquatics Supervision Training. All BSA Safe Swim Defense rules will be followed.***
- Units with prior approval may use the Council lake canoes, if prior approval has been given by the Council and a Campmaster is in residence. ***The unit leader must have on the council record current Paddle Craft Safety and Safety Afloat training and all rules must be followed. Units may use their own watercraft if safe and properly maintained and the unit leader has on the council records current Safety Afloat Training. All BSA Safety Afloat rules must be followed.***

DINING HALL, STAFF LOUNGE AND KITCHEN: Only unit leaders with prior approval and who have been trained to use the kitchen may do so. All areas must be returned to original configuration, swept after use, trash removed and inspected by Campmaster. The kitchen is winterized from October to April at which time, no water is available in the kitchen.

BOULDERING WALL: The bouldering wall on the activities field may be used by Scouts under the direct supervision of a unit leader. ***The supervising unit leader must have on council record current Climb on Safely Training.***

SHOOTING RANGES - SHOT GUN, RIFLE AND ARCHERY RANGES: ***The Ranges may only be used with prior Council approval and under the direct supervision of a council-approved adult with appropriate training. Only Camp shooting equipment may be used, unless approved by the Council Shooting Sports Director.***

FACILITIES USE RATES

CAMPSITES: Use of campsite includes access to campsite, latrine and trash disposal for weekend use.

Fee for Campsite Use:

In Council Scouting Units	\$20 per campsite per weekend
Out of Council Scouting Units	\$40 per campsite per weekend & \$5.00 per person
Non Profit Groups & Other Outside Group	\$20 per campsite per weekend & \$5.00 per person

CAMP CABINS: We have ten (10) cabins located in the Andrews Campsite that are available to use in the off season (September to May). Each cabin is equipped with electricity, lights inside and on the porch, ceiling fan and four (4) bunk beds, with mattresses, that can accommodate up to eight (8) people.

Fee for Cabin Use:

In Council Scouting Units	\$25.00 per cabin per weekend
Out of Council Scouting Units	\$45.00 per cabin per weekend
Non Profit Groups & Other Outside Groups	\$25.00 per cabin per weekend

WATERFRONT: Use of the waterfront for swimming is \$10/unit/weekend. This includes access to reach poles, rescue tubes and ring buoys. Use of canoes is \$20/unit/weekend on Hope Lake only. This includes access to life jackets and paddles.

DINING HALL, STAFF LOUNGE AND KITCHEN: Use of dining hall is \$20/unit/day; staff lounge is \$20/unit/day. Use of the kitchen is \$100/day.

SHOOTING RANGES – ARCHERY, SHOTGUN AND RIFLE RANGES: Use of the Ranges is \$50/unit/half day plus the cost for providing certified shooting instructor and ammunition (cost for council approved instructor to be negotiated between unit and instructor).

FOLLOWING THE RULES

All persons will conduct themselves according to the principles of the Boy Scouts of America and are expected to explicitly follow all Camp Shenandoah rules as posted on the front of the Camp Office and gateways into the property as well as any additional rules provided by Campmaster or Camp Ranger at time of check in. Failure to comply with any rules may result in Campmaster or Camp Ranger giving the unit a warning or asking the unit to vacate the property.

PROCEDURE FOR RECEIVING PERMISSION TO USE CAMP PROPERTY

Complete the Camp Use Request Form and return to the Council Office by e-mail, fax or direct mail (Stonewall Jackson Area Council, 801 Hopeman Parkway, Waynesboro, VA 22980 and FAX (540) 943-6676). Upon receipt of your Request, we will review the request and camp usage, secure either a CampMaster or Ranger to be onsite during your camp use and will inform you of the approval of your request.

Your request to use camp property will be processed as soon as possible, there is no guarantee of processing can be made if request is not made at least one week in advance of date of use. Payment for use must be made at time of request.

The council office will send an email response stating approval (or lack of approval) and sites and facilities available. Unit leader should print out approval and have with them at camp.

CAMP SHENANDOAH FACILITY USE APPLICATION
Stonewall Jackson Area Council

Type of Group:

Unit: Pack # _____ Troop # _____ Crew # _____ Team # _____

Council Name: _____

If Stonewall Jackson Unit: District Name: _____

• **Non-Profit Group Name:** _____

• **Other Group Name:** _____

Name of Person Applying: _____

Address: _____

Best Contact Phone #: _____

E-mail: _____

Facility Request:

1. Date(s) Requested: _____

2. Will be Camping _____ or Day Use Only: _____ (Please check which applies)

3. Approximate Arrival Time: _____ Departure Time: _____

4. Approximate number of individuals who will be attending: _____

5. Facilities Requested:

Campsite	Activity Shelter	Waterfront	Kitchen
Dining Hall Only	Campfire Circle	Shooting Range (Archery/Shotgun/Rifle Range)	
Camp Showers			

Note (): Special Use Conditions Apply: See Back & Camp User Fees & Requirements

Any Special Use or request Description: _____

For Non BSA User Groups:

- **Hold Harmless Agreement Enclosed**
- **\$1,000,000 Certificate of Liability Insurance Enclosed**
- **Refundable Damage Deposits for Kitchen and/or Shower House Enclosed**

We have received and reviewed the Camps Fees, Requirements, and Policy & Procedures Guide and will abide by them while at Camp Shenandoah.

Signature

Unit/Organizational Position

Date

Special Use Conditions Information

Shooting Range Use:

Information on Adult Supervision & Training if using Archery, BB, Shotgun or Rifle Range & Equipment

Name: _____ Birth date: _____

Date of National BSA Shooting Sports Certification: _____

Date of Council BB and/or Archery Instruction Certification: _____

Must provide at Camp: Shooting Certification Card and Current First Aid/ CPR Certification for Shooting Sports Supervisor with prior written approval of use.

Waterfront Use:

Information on Adult Supervision & Lifeguard Training Information for Waterfront
(Only Swimming Area Available: Must use & enforce Safe Swim Defense Plan)

Adult Supervisor: _____ Birth date: _____

Date of Current Safe Swim Defense Certification _____

Lifeguard Name: _____ Birth date: _____

Type of Certification: _____

Date of Certification: _____

(BSA Lifeguard or BSA Aquatics School Required)

Must provided at Camp: Safe Swim Defense, BSA Lifeguard or Aquatic School Certification, and Current First Aid/CPR Certification Cards with prior written approval of use.

Kitchen Use Supervisor: Will need to provide information using the Kitchen Use Application.

For Council Service Center Use (Application Approval)

Have received Hold Harmless Agreement and Certificate of Insurance

Approval Notes: _____

Approved by: _____ **Date** _____

For Use by Camp Ranger or CampMaster at Camp

Scouting Unit/Group arrived at Camp at: _____ **Left at:** _____

Received: ___ **Group Roster** ___ **Fees** ___ **Certifications** ___ **Hold Harmless**

Condition that Group left Campsite/Facilities was: **Good** **Fair** **Unsatisfactory**

Signed by: _____ **Date:** _____

Camp Shenandoah Kitchen Use Form

Stonewall Jackson Area Council
Available May through October ONLY

Group Use Information

Name of User Group: _____

Date of Use: _____

Name of Kitchen Supervisor _____

Best Contact Phone # _____

Safe Serve Certification: Date of Training _____

Other Kitchen Supervisor Qualifications: _____

Return Enclosed Competency Checklist: _____

Kitchen Equipment Use

Check those Kitchen Items Listed below to be used.

The person listed above must have cooking experience using these items and understand proper equipment operating and cleaning procedures. All cooking equipment protected by Range Hood Fire Suppression System. Understanding of this system's proper procedures before using Kitchen is essential.

Kitchen Equipment Available

Reach In Freezer

Reach In Refrigerator

Convection Oven (2)

6 Burner Gas Stove & Oven

Griddle

Hooded Fire Suppression System

Assorted Pots, Pans, & Cooking Implements

Dishwasher not available for weekend use. Bring Your Own Paper Products.

The Group's Kitchen Supervisor is welcome to visit Camp before activity to review Kitchen Setup. Contact Camp Ranger, Brian Lynn, at (540) 910-2009 or by e-mail: brian.lynn2@scouting.org to arrange visit prior to use.

Complete and return a copy of this Form with Competency Checklist to:

SJAC, BSA, 801 Hopeman Parkway, Waynesboro, VA 22980 or fax to 540-943-6676.

**STONEWALL JAKSON AREA COUNCIL
CAMP SHENANDOAH HOLD-HARMLESS AGREEMENT
(FOR NON-BOY SCOUTS OF AMERICA USERS)**

The _____ shall indemnify, hold free and harmless, assume liability for, and defend the Stonewall Jackson Area Council, Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers, and directors from any and all costs and expenses including but not limited to, attorney's fees, reasonable investigative and discovery costs, courts costs, and all other sums which the Stonewall Jackson Area Council, Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers, and directors may pay or become obligated to pay on account of any, all and every demand for claim or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of _____ use of real or personal property belonging to the Stonewall Jackson Area Council, Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers, and directors, or by any action or omission by _____, its members, agents, servants, employees, officers, or directors.

I also certify that _____ has received and read the Camp Shenandoah Facility Use Policy and Procedures Guideline and will abide by these Polices & Procedures while attending Camp Shenandoah.

Property and period to be used:

Camp Shenandoah

Date(s) _____

(Organization)

By: _____

(Title) _____

(Date) _____