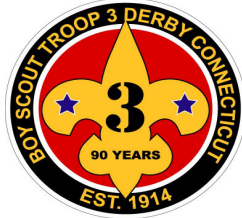


MARCH 11, 2009

# Troop 3 BSA



## Troop Policy Statement

**For purposes of this document the following terms are synonymous: parent, legal guardian and caregiver; scoutmaster, assistant scoutmaster or his designee.**

### TROOP MEETINGS

Troop 3 meets Wednesday evenings from late August through mid-June. Meetings promptly begin at 7:00 p.m. and end at 8:30 p.m. with later ending times announced during special events. Parents should insure that scouts are delivered before 7:00 p.m. and picked up at 8:30 p.m. This will allow for all activities to be completed by the scouts. Scouts or parents who need time with the scoutmaster need to schedule meetings that do not interfere with troop meeting times. The scoutmaster will schedule that time either before or after the troop meeting. Meetings are currently held at the Second Congregational Church of Derby.

### CHARTERED

Troop 3 is sponsored by the Second Congregational Church of Derby and was chartered in 1914. The Troop 3 mailing address is PO Box 8, Derby, CT 06418. Derby The Methodist Church sponsors Cub Pack 3, the oldest cub pack in the USA (organized 1927, chartered 1930). Venture Crew 33 (chartered 1939) is sponsored by the Derby-Shelton Rotary Club.

### BOY LEADERSHIP

Scouting is for boys, led by boys, under the guidance of responsible adults. The troop is led by a Senior Patrol Leader who is either elected by the scouts of the troop or chosen by the scoutmaster. Scouts are organized into patrols of six to ten scouts which in turn, are led by an elected Patrol Leader. The Patrol Leader assigns all jobs. All youth leaders are learning to be leaders and at the same time training others to be leaders. They need all the help they can get from their parents, scoutmaster, troop, and patrol members to be successful. Please be patient when they fail and encourage them to keep on the trail. Pat them on the back when they are successful for they have big jobs and high expectations. Take the time to understand your scout's job in his patrol or troop. It can only help you communicate better with your son.

# **SCOUTING IDEALS**

## **SCOUT OATH**

On my honor I will do my best  
To do my duty to God and my country  
and to obey the Scout law;  
To help other people at all times;  
To keep myself physically strong,  
mentally awake, and morally straight.

## **SCOUT LAW**

A Scout is:  
Trustworthy,  
Loyal,  
Helpful,  
Friendly,  
Courteous,  
Kind,  
Obedient,  
Cheerful,  
Thrifty,  
Brave,  
Clean,  
Reverent

## **SCOUT MOTTO:**

Be Prepared.

## **SCOUT SLOGAN:**

Do a good turn daily.

A scout's understanding of these ideals as explained in the Boy Scout Handbook should increase as he advances. His demonstration of these ideals in everyday life is a requirement for all rank advancement.

## **AIMS & METHODS**

The purpose of the Boy Scouts of America is to help boys become honorable men. Every activity strives toward the three aims of Scouting:

1. building character
2. fostering citizenship
3. developing mental, moral, and physical fitness.

Eight equally important methods are used to accomplish these aims of Scouting:

1. Ideals of Scouting-these are spelled out in the Scout Oath, Scout Law, Motto and slogan.
2. Patrols-this method is unique to Scouting. Patrols are boy led and give scouts an experience in group living and participation in citizenship.
3. Outdoors-the program is designed to take place in the out-of-doors. It is in the outdoors that scouts share responsibilities, learn to live with each other, and apply skills and activities practiced at troop meetings.
4. Advancement-this helps a boy grow in self-reliance and the ability to help others. The scout is recognized for each achievement made.
5. Adult Association - boys learn from the example of their adult leaders. The scoutmaster as well as the troop committee and parent volunteers are expected to provide role models consistent with the image of the Boy Scouts of America.
6. Uniforms - these make the Boy Scout Troop visible as a force for good and create a positive youth image in the community. This practical attire for Scouting activities provides a way for scouts to display the badges that show what they have accomplished.
7. Leadership Development-the program encourages boys to learn and practice leadership skills. Every scout has an opportunity to participate in both shared and total leadership opportunities.
8. Personal Growth-the Good Turn concept is a major part of the personal growth method of Scouting as scouts plan their activity, and progress toward their goals.

## **PARTICIPATION**

The benefits of Scouting to boys are many, but only with active participation. Partial participation will result in partial results! Surely if boys expect to receive the best Scouting has to offer, they must put their best into Scouting. Advancement along the Scouting trail requires active participation at each step (see requirements in the Official Boy Scout Handbook). If the rank calls for 4 months of active service, the Scout's record will be reviewed for the immediate past 4 months. Although attendance quotas are not applicable to rank advancement you must demonstrate scout Spirit by living the Scout oath and Law. This is done through observation by leaders as you progress in rank advancement and reviewed through scoutmaster conferences.

## **UNIFORMS**

The Boy Scouts of America is a uniformed organization. The uniform is a method which has been proven to contribute to the accomplishment of the aims of Scouting. The official uniform is the proper clothing for any and all scout activities and meetings. It is designed to be worn outdoors as well as indoors. Scouts are encouraged to acquire a uniform as soon as possible after joining and to begin wearing it completely and correctly. The Official Boy Scout Handbook indicates precisely where the various badges are to be placed on the shirt. The troop uniform consists of either a class "A" or class "B" type. The class "A" uniform consists of a scout shirt (short or long sleeved), scout shorts or pants, scout socks or knee socks, scout belt, (scout cap or hat optional) and scout neckerchief with slide. Troop 3 also wears a class "B" uniform which consists of a Troop 3 T-shirt (which replaces the scout shirt, neckerchief and slide) and scout belt, scout pants, or shorts and scout socks. Troop 3 T-shirts are available from the troop. Unless otherwise notified the class "A" uniform is required at all scout meetings and events and at special times during camp..

## **EXCHANGE**

The Troop committee operates an "experienced" uniform exchange for the convenience of the parents of growing Scouts. Parents are encouraged to donate outgrown serviceable uniform parts to the exchange. Items in the uniform exchange are available at no cost.

## **ANNUAL DUES**

Troop dues are collected at the beginning of each Scout year (September). Dues are currently set at \$25 for the year. In the case of brothers who are members of the Troop, dues will be \$15 per brother. Troop dues are deposited in the Troop treasury and are used to defray the cost of the Scout's national registration and Boy's Life magazine.

## **PATROL LEADERS COUNCIL (PLC)**

Each Sunday evening prior to the regular Wednesday Troop 3 meeting, the Patrol Leaders' Council (PLC) will meet. This meeting is for all Patrol Leaders, Troop Guides, Troop Scribe, Assistant Senior Patrol Leader, and Senior Patrol Leader. The Senior Patrol Leader is responsible for conducting the meeting. Working under the guidance of the scoutmaster or his designees, the PLC is responsible for the troop program. This includes planning and carrying out troop meetings and outdoor programs. Each Patrol Leader must represent his own patrol, and relate their needs and concerns. He must participate in the troop's planning and decision-making, and help plan outdoor events. The Senior Patrol Leader, or the Assistant Senior Patrol Leader in his absence, will preside over this meeting and will call for any votes. The Troop Scribe will record any decisions made and will prepare them to be reviewed by the scoutmaster. Other youth and adults may be invited to the PLC by the Senior Patrol Leader to assist with planning of activities as needed.

### **Patrol Leaders Council Voting**

The Senior Patrol Leader and Patrol Leaders (or their designee) will vote on all issues and proposals at the PLC. Issues concerning policy, equipment purchase, or troop events must be first voted on at a PLC, and then be ratified and approved by the scoutmaster and finally by the troop committee. A quorum, at least 2/3 of the PLC voting members must be present before a vote can be taken. Scouts and adults from other troops who are invited to participate in troop activities or outings must have PLC and troop committee approval in advance.

The following positions comprised the Patrol Leaders Council (PLC):

**Senior Patrol Leader (SPL):**

Shall be elected by the majority of scouts registered in the troop or chosen by the scoutmaster and troop committee. He shall be at least Life Scout in rank, and shall have served at least one term as Patrol Leader, Scribe, Assistant Senior Patrol Leader or other junior leadership position approved by the PLC. His term, which can start at any time, will be for a period not to exceed one year, after which an election must be held to determine the next SPL. He shall preside over the Patrol Leaders Council (PLC). He guides the Patrol Leaders and other junior leadership positions. Although elections are on an annual basis, the Senior Patrol Leader may be re-elected and there is no limit to the number of terms he can be elected.

**Assistant Senior Patrol Leader (ASPL):**

Appointed by the SPL with the approval of the scoutmaster, he must meet all the requirements of the SPL. He will take over the job of the SPL in his absence, and will assume the position of SPL, for the remainder of the term, in the event the current SPL is unable to continue in that capacity. It is recommended that the ASPL be at least Star rank.

**Patrol Leader (PL):**

Shall be elected by a majority vote of the members of his individual patrol by secret ballot. He must be at a least First Class Scout. His term can start at any time, will be for a period not to exceed 6 months, after which an election must be held to determine the next Patrol Leader. There is no limitation to the number of times he can hold the office. Note: A Patrol Leader shall hold the rank of First Class Scout, however, at the discretion of the scoutmaster, this requirement may be waived for a new patrol.

**Assistant Patrol Leader (APL):**

Appointed by the Patrol Leader to assume the duties of the Patrol Leader in his absence.

**Other Junior Leadership Positions**

These are appointed by the Senior Patrol Leader with the advice and counsel of the scoutmaster:

- Instructor
- Quartermaster
- Scribe
- Librarian
- Historian
- Chaplain's Aide
- Den Chief
- Troop Guide
- Bugler

Note: In the event the Senior Patrol Leader and the Assistant Senior Patrol Leader are absent for any reason at a troop function, the Patrol leader with the highest seniority will temporarily assume the duties of the SPL for that function.

### **Elected & Appointed Junior Troop Leaders and Their Terms**

Senior Patrol Leader Elected 1 year  
Assistant Senior Patrol Leader Appointed 1 year  
Patrol Leader Elected 6 months  
Troop Guide Appointed 1 year  
Quartermaster Appointed 1 year  
Scribe Appointed 6 months  
Chaplain's Aide Appointed 6 months  
Librarian Appointed 6 months  
Historian Appointed 6 months  
Bugler Appointed 6 months  
Jr. Asst. Scoutmaster Appointed 1 year  
Den Chief Appointed 1 year  
Instructor Appointed 1 year

### **PATROL MEETINGS**

Patrol meetings are held on a weekly basis at a location which satisfies member's needs, such as patrol members' homes on a rotating basis or some other mutually agreeable location. If meetings are held at member's homes, the patrol is reminded that they are guests of the family residing at that home and should act appropriately. Behavior which is not consistent with the Scout Oath and Law should not be tolerated by the hosts. Patrol meetings should be one to one-and-one-half hours in duration. Meeting agendas should concentrate upon scout skills, rank advancement, merit badges and preparation for the weekly troop meeting. Uniforms are optional. Meetings will be conducted by the patrol leader and assistant patrol leader with active participation from all patrol members.

Patrol Organization (Appointed by the Patrol Leader and serve 6 months.)

- Assistant Patrol Leader
- Patrol Scribe
- Patrol Quartermaster
- Chief Cook
- Grubmaster

### **FUND-RAISERS**

Troop 3 periodically engages in fund raising activities to provide an opportunity for the scouts to raise money for scouting opportunities such as summer camp, national jamborees, Philmont, Junior Leader Training and special events. In addition, this is their opportunity to support the troop as a portion of the proceeds go to the troop general fund. This money is used to subsidize each scout's registration, troop insurance, equipment purchases, administrative expenses (merit badges, forms, and rank patches), and operational costs (gas when required, meals, refreshments) of the troop. Therefore, it is important for the successful operation of the troop for each scout to participate fully in each fundraiser. At fundraisers, scouts will be asked to sign in on an attendance sheet when

starting and to sign out when finishing their fundraising participation. This method will be used in most cases to equitably share any funds raised during the particular event.

## **INSURANCE**

Each parent or legal guardian is encouraged to have health/accident insurance on their scout. All vehicles used to transport scouts on trips that require a council tour permit must have as a minimum the liability and property damage coverage of \$50,000/\$100,000/\$50,000 . The troop does not have its own insurance coverage. The Housstonic Council BSA has a policy that is secondary and applies only after the individual's policy limits are exceeded.

## **HEALTH INFORMATION, MEDICAL FORMS and PERMISSION SLIPS**

Each Adult scouter will have an annual Class III medical form on file with the unit. Each scout will have a Class II medical form on file complete with a physician's signed physical that has been completed within previous three years. The parent and/or legal guardian will complete a health questionnaire yearly and update information as needed. Every scout joining the troop must have a physical examination on file with the unit. Permission slips signed by at least one parent/guardian will be required for all camping trips as well as all other activities that take the scout out of the Council.

## **TWO DEEP LEADERSHIP**

All outings require at least two adult leaders to be present, with at least one registered with the BSA. The BSA "two-deep leadership" policy will pertain to all troop functions.

## **OUTDOOR CODE**

All scouts and scouters will adhere to the "Outdoor Code":

As an American, I will do my best to-  
Be clean in my outdoor manners,  
Be careful with fire,  
Be considerate in the outdoors, and  
Be conservation-minded.

## **HEALTH & MEDICAL**

It is important that the Scoutmasters be advised of any special conditions which limit a scout's physical activity, require regular medication or care, or otherwise need his attention. Each scout should have medical information attached to his pack as well. The taking of prescription medication is the responsibility of the individual taking the medication and/or that individual's parent. A scout leader ,after obtaining all the necessary information, can agree to accept the responsibility of

making sure a scout takes the necessary medication at the appropriate time but the BSA does not mandate nor necessarily encourage the scout leader to do this.

## **SCOUTING AT HOME**

There are many scout skills that can be practiced at home. But first you must ask your scout to share with you his Scout Handbook and what is expected. If the book says do - HE MUST DO, show -HE MUST SHOW, tell - HE MUST TELL, so you can help him by helping him understand what is expected. One of these skills is cooking. Common foods such as scrambled eggs, pancakes, bacon, sausage, hamburgers, spaghetti, vegetables, pudding, and biscuits are cooked by your scout on camping trips. Other skills that can be learned and practiced at home include knife and ax safety and use, knots and lashings, star study, first aid, menu planning and food buying, map reading, and many more. It is important the BOY SCOUT HANDBOOK BE EVER-PRESENT when developing these skills. It is most important that the procedures, methods and techniques used are those found in the HANDBOOK. This not only provides consistency in the scout's learning, but he will be able to refer back to his Handbook if he needs a refresher.

## **SCOUT KNIVES**

Each Scout should have and use properly a Scout (type) pocketknife. These knives are usually multi-purpose to include a can-opener (but not fork and spoon!). He is required to read the portion of the Official Boy Scout Handbook concerning the care and use of the knife and to earn a "Totin' Chip" card before using a knife in Troop 3. Larger knives and sheath knives are prohibited in Troop 3. Scouts do not need them and they are usually improperly used or lost. The scoutmaster will take any knife from a scout that is considered unsafe for the Scout or the troop and return it at the end of the Scouting activity.

## **PROHIBITED ITEMS**

Firearms, fireworks, lighters and any other item that can create a safety hazard for Troop 3 are prohibited. (Liquid fuel equipment, including pack stoves, are ordinarily not allowed but may be utilized for special activities such as high adventure trips.) Other items which interfere with Scouting activities or meetings should be left at home including gum or candy, radios, tape or CD players, Electronic games, balls, games, etc.

**Cellular telephones of any kind are prohibited to all scouts during scout related activities (i.e. camping, troop events, or trips). Scoutmasters have cellular telephones in case of any emergency.**

## **HAZING & INITIATIONS**

Anything which causes a scout to have an unpleasant, degrading, or embarrassing experience is foreign to Scouting. Such activities are not tolerated in Troop 3.

## **DRUGS, ALCOHOL, & TOBACCO**

Obviously, none of these have any place in Scouting! Any scout or visitor who has in his possession or uses any form of drugs, alcohol, or tobacco while engaged in a troop or other scout activity, or is suspected of such, will immediately be taken to the nearest telephone to call his parents to come get him. Parents' support of this policy is urgently solicited. Our purpose is not to remove the offender from the troop, necessarily, since the troop is here to help him. It is essential for parents to be aware of the problem so we can work together toward a solution. It is the intent of the adult troop leadership to carry out this policy without exception.

## **ADULT INVOLVEMENT**

Troop 3 strongly encourages and highly recommends adult involvement both at home and at troop activities. We ask the scout's parents to continue encouragement of his efforts, especially in planning and helping for his advancement. We also ask for direct participation when called upon to assist the troop. Such assistance will usually be for transportation, refreshments for Courts-of-Honor and other special events. However, parents can assist in other ways such as serving on the troop committee or as a Merit Badge Counselor. Parents can help the troop achieve goals by their willingness to help, especially during fundraisers.

Should a question arise or a problem develops, please contact one of the scoutmaster. Such contact is particularly necessary should any situation arise that may affect the scout's relationship with his fellow scouts, patrol, or troop. This is not to say that troop policies will be changed or action will be taken to address the problem every time such a situation arises. The scoutmaster will weigh the facts and determine what is to be done.

The troop committee and the scoutmaster recognize that Scouting has become expensive and can be a strain on a household budget and that Troop 3's program includes a variety of activities. It is the Troop 3 position that NO SCOUT should be prevented from participating in troop activities for financial reasons. All discussions will be held with the utmost confidentiality.

## **Scoutmasters Conference / Boards of Review**

As each scout completes the requirements for the next rank, his progress is reviewed by the scoutmasters during a scoutmaster's conference. The scoutmaster's conference helps the scout evaluate his accomplishments and set new goals. Once this conference is complete, the scout is prepared for his Board of Review. The Boards of Review for the ranks of Tenderfoot to Life is the responsibility of the Troop Committee Advancement Chairperson. A periodic review of the progress of scouts is vital in the evaluation of the effectiveness of the Scouting Program. The purpose of the Board of Review is as follows:

- To make sure the scout has done what he was supposed to do for the rank.
- That the work has been learned and completed.
- To see how good an experience the scout is having.

- To encourage the scout to progress further.

The review is not an examination. The scout has learned and has been examined prior to the review. The scout reviews what he did for the rank. From this review, it can be determined whether he did what he was supposed to do. A scout must request a Board of Review from the Committee Advancement Chair or other committee member. The Advancement Chair will then ensure that a board of review takes place in a timely fashion. If needed, the Advancement Chair or troop committee may consider holding a regularly scheduled Board of Review. Boards of Review are conducted by members of the Troop Committee. It is expected that each Scout appearing before a Board of Review for advancement will present himself in a complete, proper class "A" uniform with proper insignia and current badges of rank and office permanently and neatly affixed to the uniform. Scouts not wearing a uniform as described above will not be reviewed and will forfeit their opportunity for advancement until the next scheduled Board of Review.

Policies and Procedures of Troop 3 are adopted by the Troop Committee, with the advice of the scoutmaster, his assistants and other adult leaders and is in compliance with the Policies and Procedures of the Boy Scouts of America.

# Troop 3 BSA



## Troop Policy Agreement

**Each Scout and parent must read the Troop Policy Statement by March 25th meeting. Sign and return this sheet to the Scoutmaster. By signing this page means you have read and agree to abide by the policies and procedures approved by the Patrol Leaders Council, Scoutmasters and Troop Committee.**

Scout Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_