

Connecticut Yankee Council Boy Scouts of America

Presents:



Orange Fairgrounds / High Plains Community Center
525 Orange Center Road, Orange, Connecticut
May 15-17, 2015

Please check our website at <http://www.ctyankee.org/program/connjam> for additions to this leader's guide.

How to Enjoy ConnJam 2015

The theme for ConnJam 2015 is “The Power of One”. This event will be a showcase of activities for Scouts and Scouters of all ages. Over 100 programs and displays will be available. You will find many activities at ConnJam designed to inform the participants and guests about Scouting and ways you can enhance your unit program. **Please attend as many of them as you can.** The activities will be conducted in and around the Community Center building. Please refer to the site map or your APP for exact locations.

Participation in some events is restricted by age group, some events are for younger participants, some are for older participants and some are open to participants of any age. Your wristband is color coded to indicate which events are open to you. If the event displays a wristband the same color as the one you are wearing, you may participate.

Food service will be provided throughout the day on Saturday. Breakfast sandwiches, lunch and dinner may be purchased at food pavilion. Snacks and candy will be available at the Council Trading Post.

All Scouts and Scouters registered with Connecticut Yankee Council are covered by the health and accident insurance policy. The policy is secondary to the family’s health insurance. No health and accident coverage is provided for individuals not registered with the Connecticut Yankee Council.

The closing show is open to everyone. Scouts get priority seating; adults should take a position in the rear where they can watch their Scout(s) and enjoy the show. Chairs will not be allowed in the main seating area. You may bring a chair, but you must sit in the back or off to the far side of the show area.

Event patches will be included in the registration packet. Participation ribbons for units camping at the site will be issued when you check out and your site is inspected on Sunday. All other participants will receive their patches at the registration booth at check in.

In the event of an emergency, unit leaders should assemble their Scouts/Venturers in the campsite and remain there until a staff member gives you further instructions. Staff members should report to their preassigned positions. Day visitors/participants should assemble in the vicinity of the registration booth and wait for guidance from a staff member. Staff members will be wearing event staff hats. Everyone should assist emergency vehicles and personnel as appropriate, and by staying away from the emergency site and keeping access roads open.

The staff area is closed to participants and guests. Staff registration must be purchased prior to the event. Be sure to compliment the cooks!

As with any Scouting event, the more hands, the easier the load. Extra adults are encouraged to volunteer their time to assist with the administration, commissioning, program activities, and site maintenance. **A sign-up sheet will be available at registration and the Cracker Barrel.**

ConnJam 2015 Directions

From the Merritt Parkway (either direction):

Exit 57 East (towards New Haven). At the first light on Route 34 turn right onto Orange Center Road (Route 152). Go about 2.2 miles, the High Plains Community Center will be on the left.

I-95 from New Haven:

Exit 41. Go right at end of ramp onto Marsh Hill Road. At the first light Marsh Hill Road becomes Lambert Road. Continue to second light on Lambert. Go left onto Route 1 then right at the next light onto Route 152 (Orange Center Road). Go about 1.1 miles, the High Plains Community Center will be on the right.

I-95 from Bridgeport:

Exit 41. Go left at end of ramp onto Marsh Hill Road. At second light Marsh Hill becomes Lambert Road. Continue to the third light. Go left onto Route 1 then right at next light onto Route 152 (Orange Center Road). Go about 1.1 miles, the High Plains Community Center will be on the right.

ConnJam 2015 Check In Procedure

Units may arrive after 4:00pm on Friday. Only the south entrance to the site will be open for traffic. Units are not allowed to proceed to their designated campsite until their Unit Leader checks with their Commissioner. All cars with the exception on the one designated drop-off vehicle will drive directly to the parking area. Boy Scout, Venture Crew, Explorers and Sea Scout units will be allowed **one vehicle per unit to drop off gear. A Gear-Drop-Off-Permit will be issued in advance.** Cub Scout Packs will go directly to the general parking area adjacent to their site and walk their gear in. NO VEHICLE may park in the camping area. NO TRAILERS are allowed to be unhitched and left at the camp-site. Vehicles with trailers must proceed to the designated trailer parking area after unloading.

Adults **dropping off Scouts** will also be directed to the parking area where they will park and escort their scout to their campsite. Youth may not be dropped off until their unit leader has registered.

ConnJam 2015 Check Out Procedure

Units may bring in their **one vehicle with a designated Gear-Drop-Off-Permit** after 6:00pm on Saturday only if they are departing on Saturday night.

All others may begin loading at 8:00am on Sunday morning. The **one vehicle with a designated Gear-Drop-Off-Permit** will be allowed on the road near the camping area. They should be loaded as quickly as possible and depart when loaded. No vehicle may drive in the camping area. Any individual Scouts must carry their gear to the parking lot. There will be no campsite pickup.

All trash must be removed from the site. Participation ribbons will be given to the unit leader after the Commissioner checks the site.

Rules and Safety Guidelines – Program Information

Activity Restrictions:

Units with exhibits featuring climbing towers, zip-lines, monkey bridges, rides, swings and displays involving projectiles, etc. must provide adult supervision for all activities.

Adult Leadership: Each unit must have two-deep adult leadership at all times who have gone through BSA Youth Protection Training.

Leaders are responsible for the conduct of their Scouts.

Campsites –

Boy Scout and Venturing:

The Facilities Staff will assign campsites. Sites will be assigned according to the unit's district and number of registered people. Unit leaders are to camp in the unit's **30'x30'** area. All trailers must be removed from the campsite and all gear must be within the designated campsite.

Larger registered units may be assigned an oversized or double site.

The camp site assignments will be posted online starting about May 1st.

Campsites –

Cub Scout and Family:

The Facilities Staff will assign campsites. Sites will be assigned according to the unit's district and number of registered participants. Multiple families from the same unit will be grouped together. Parents and unit leaders are to camp in the unit's 30'x30' area. Larger groups will be assigned multiple sites. The site assignments will be posted online starting about May 1st.

Campsite Breakdown:

Boy Scout, Venture Crew and Sea Scout Units may bring in their **one vehicle with a designated Gear-Drop-Off-Permit** after 6:00pm on Saturday only if they are departing on Saturday night. All others may begin loading at 8:00am on Sunday morning. The **one vehicle with a designated Gear-Drop-Off-Permit** will be allowed on the road near the camping area. They should be loaded as quickly as possible and depart when loaded. No vehicle may drive in the camping area. Any individual Scouts must carry their gear to the parking lot. There will be no campsite pickup.

Campsite Setup: Units may arrive after 4:00pm on Friday. Only the south entrance to the site will be open for traffic. Units are not allowed to proceed to their designated campsite until their Unit Leader checks with their Commissioner. All cars with the exception on the one designated drop-off vehicle will drive directly to the parking area. Boy Scout, Venture Crew, Explorers and Sea Scout units will be allowed **one vehicle per unit to drop off gear. A Gear-Drop-Off-Permit will be issued in advance.** Cub Scout Packs will go directly to the general parking area adjacent to their site and walk their gear in. NO VEHICLE may park in the camping area.

NO TRAILERS are allowed to be unhitched and left at the camp-site. Vehicles with trailers must proceed to the designated trailer parking area after unloading.

Adults **dropping off Scouts** will also be directed to the parking area where they will park and escort their scout to their campsite. Youth may not be dropped off until their unit leader has registered.

Camp-Wide Activities:

Several camp-wide activities will be part of Saturday's program. They will be geared toward building the brotherhood of Scouting.

Commissioner's Challenge:

Everyone can acquire the tools or learn the skills needed for leadership. The Commissioner's Challenge will provide you, as Leader, an opportunity to connect with resources that can enhance your skills and bring new opportunities to your Troop, Crew or Pack program.

Are you ready to step up to the challenge?

Leadership isn't just a role, it is our tradition.

Concession Stand: A food service vendor will operate in the food pavilion. They will be serving hot food and beverages all day Saturday. Food can be purchased at the pavilion.

Conduct: Scouts and Scouters are to live by the Scout Oath and Law.

Cracker Barrel: A Cracker Barrel will be held on Friday night to update units on schedule changes and program procedures. One adult and one youth from each unit must attend the Cracker Barrel. The site of the Cracker Barrel will be announced at registration.

Dish Water: see Gray Water Disposal.

- Electricity:** A limited source of electricity is available on the midway. Arrangements must be made in advance with the Facilities Committee. Power cords must not cross walkways. **YOU MAY NOT BRING YOUR OWN GENERATOR.**
- Fires:** **No wood fires are permitted.** Charcoal fires are only allowed for cooking. All charcoal must be **above ground** in the outdoor areas. Fire extinguishers or water buckets must be available for all fires. All ashes must be extinguished and removed from the site. Units will be charged if there is damage to their site.
- Food Delivery:** Outside food delivery is not allowed on the property due to health department regulations. Units may bring in only food for their own consumption.
- Foul Weather:** Be prepared for cold, wet weather. Bring wet weather gear (rain coats, ponchos and dining fly). This event will take place rain or shine.
- Fund Raising:** Units will not be allowed to run any fund raising activities on the event site.
- Garbage & Trash:** Dumpster service is available. Each unit must dispose of its own rubbish. We recommend trash be put in a plastic bag and taken to the dumpster. Trash barrels in the food pavilion and the midway are not to be used to dispose of Troop garbage. Gateway and display material must be removed from the site by the unit. They may not be placed in the dumpster.
- Gateways:** Troops are encouraged to set up a gateway into their tent site. Gateways must be self-supporting and not extend into the walkways. No holes may be dug for the gateway. The gateway may not be more than 10 feet tall.
- Gray Water Disposal:**
250-gallon drums are located near the campsite latrines, marked as Waste Water. All gray water should be screened before dumping. Do not dump gray water in the porto-johns. Do not dump gray water in the storm drains.
- Handicap Parking:** There will be a special handicap parking area. Check in at the registration table. The car must have a handicap placard or license plate.
- Health Forms:** Each unit is required to carry health records for their unit registrants (both youth and adult). The ConnJam committee will not be collecting or checking these records. It is the responsibility of the unit leaders.

- Holes:** Holes and stakes are not permitted in the unit area without approval of the Facilities Committee. There may be underground power lines and water pipes, which must be protected. Don't take chances.
- Latrines:** Portable latrines are available. Adults are asked to help reduce the risk of vandalism by keeping an eye on the latrine areas. The public restrooms at the Orange Fairgrounds will be closed during this event.
- Medical:** All medical emergencies, major and minor, must be treated at the First Aid Station. Emergency Medical Technicians will be present throughout the fairgrounds and readily available to treat any injuries. The EMT's will request emergency medical services (i.e. 911) if it is necessary.
- Parking:** Parking is available for all participants. Site officials will help get you to a designated parking lot. No one may park within the Midway and sub camp area. Vehicles in this area as part of the Saturday exhibit may not leave the area before 4:30pm.
- Parking Passes:** Every vehicle must have a parking pass on the dashboard with the District, Unit, and contact phone number. This is in case we need to have your car moved because it is causing a road blockage.
- Permission Slips:** Each unit is required to have permission slips for their Scouts. The permission slips and their content is the responsibility of the unit committee. There is a sample form in the Guide to Safe Scouting.
- Program Breakdown:**
Please give all the courtesy of waiting until after 4:30 pm to disassemble your exhibit. At that time, all equipment and materials may be removed from the exhibit area.
- Program Setup:** Exhibits setup is allowed all day on Friday and Saturday starting at 7:00am. You are responsible for the security of any equipment left overnight. The Explorer run security service will be on duty throughout the event. Please obey them.
- Prohibited:** Guns, bows and arrows, fireworks, knives with blades over 4 inches long, sheath knives, alcoholic beverages, illegal drugs or controlled substances, wood fires, bicycles, motor bikes, skateboards or roller skates and pets will not be permitted on the property.

- Propane:** Propane stoves and lanterns are permitted. Please follow the Guide to Safe Scouting.
- Power Tools:** Use of power tools should be kept to a minimum. Use of gasoline powered tools is prohibited. All power tools must be used under adult supervision.
- Recycling:** There will be a few recycling receptacles around the food area and we encourage scouts and leaders to recycle.
- Religious Services:** Religious services will be held on Saturday night at 5:00pm.
- Safety:** Everyone must stay on the event property. First time violators will be given a warning. Second time offenders will be asked to leave the event.
- Sales:** Commercial activities of any type are prohibited unless approved in advance by the Event Committee.
- Safety Goggles:** Eye protection is required for participants in activities involving metal striking metal (hammer and nails). Wooden or leather mallets are recommended for leather tooling, and if nails are needed, aluminum nails are suggested.
- Scout Drop-off:** Adults dropping off Scouts will be directed to the parking area where you will park and escort the scout to their campsite. Adults wishing to also stay must park in the parking lot and carry the gear from there.
- SCOUTStrong:** The SCOUTStrong Presidential Active Lifestyle Award Challenge will help you add activity to your life, and reward you when you do! There will be a kickoff activity on Saturday morning. The information about the award and the scorecard are on the web site.
- SCUBA:** In order to participate in the SCUBA program Scouts will need to complete the SCUBA permission slip and waiver and have it signed by a parent. Any Scout over the age of 14 may participate in the SCUBA program. The permission slip is on the web site.
- Smoking:** There will be no smoking inside the building, in the program area or in the camping area. If you must smoke, be sure to clean up after yourself.
- Snack Food** The trading post will also have prepackaged snack food for sale. Units are not permitted to sell snack food or candy at the event.

- Swim Wear:** Scouts must bring appropriate swim wear and a towel to participate in the SCUBA, morning swim and kayaking activities. A changing room is available adjacent to the pool.
- T-Shirt Silkscreen:** A silkscreen station will be available where Scouts can print the ConnJam logo on a t-shirt. The Scouts must supply a light colored t-shirt.
- Ticks & Bugs:** Ticks are part of the environment. Take precautions to avoid tick bites. Use repellent, keep a barrier between you and the grass/brush. Report any tick bites to your unit leader as soon as possible.
- Trading Post:** The Trading Post will have available Scouting paraphernalia and a limited amount of ConnJam 2015 souvenirs and merchandise. They will also sell ice cream, soda and snacks.
- Trash:** see Garbage and Trash.
- Uniforms:** Everyone attending ConnJam 2015 is encouraged to wear their Field (Class A) Uniform. The press and media will be covering the event so always look your best and portray Scouting in a good light.
- Unit Displays:** Units preparing a display will be assigned a spot in the program area to set up. All materials and trash from the unit display must be removed from the site by the unit. No display materials may be placed in the garbage dumpsters. Any units leaving materials behind will be charged for its removal.
- Unit Flags:** The unit flags will be used for opening ceremony. After opening they should be taken to the fence along Orange Center road for display during the event. Large zip-ties will be available to attach the flags to the fence.
- Unit Leadership:** Each unit must designate a youth who is responsible for checking in and checking out the unit. This youth leader will interact with the Site Commissioners at the Friday Cracker-barrel, during the day on Saturday, and to certify the site is clean for departure.

Vehicles: When the unit arrives at the event, it will be directed to the Registration/Check In area. Vehicles are to be quickly unloaded and moved to the parking area. No parking is allowed in the camping area unless there is a special need to do so.

Volunteers: As with any Scouting event, the more hands, the easier the load. Extra adults are encouraged to volunteer their time to assist with the administration, commissioning, program activities, and site maintenance. A sign-up sheet will be available at registration and the Cracker Barrel.

Waste Water: see Gray Water Disposal.

Water: Each unit should arrive with their initial water supplies. Additional water will be available at designated places in the camping and program area. Please keep these places clean and do not waste the water or cause a flood at the spigot. No dishwashing at the water spigots or in the latrines.

If you need assistance during the event:

Ask a staff member. Staff members and Commissioners will be wearing event staff hats. Most of them will be in radio/cell phone contact with other event personnel.

ConnJam 2015
Chairman - Michael Card connjamchair@ctyankee.org
Staff Advisor - Dan Cooley
Program - Donna Wesolowski
Shows & Events - Will Ference
Commissioners - Dave Barrett
Facilities - Erik Zars
Administration - Kathy Dilks
Marketing - Gabriel Zayas
Health & Safety - Lloyd Gallup
Town Relations - Jeff Cap
Food Service - Mike Kennedy/Roger Poggio

The Connecticut Yankee Council extends a special thanks to the Town of Orange for their support of Scouting and allowing us to use the High Plains Community Center.

THANK YOU!

Updated - 5/5/2015