

**Boy Scouts of America
Mt. Diablo Silverado Council
Iron Horse District**

Troop 405
Handbook

Sponsored by:
Church of the Resurrection
399 Gregory
Pleasant Hill, CA

Troop website: <http://www.Troop405-ph.org>

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Troop 405 Handbook

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Introduction

Troop 405 was established in 1964 under a BSA charter to the Church of the Resurrection in Pleasant Hill. The Troop 405 program is geared to the development of boys between the ages of 11 and 18 and strives to build self-reliance, good citizenship, character, teamwork, personal and physical development as the boys advance from Tenderfoot to Eagle Scout, the highest rank in the Boy Scouts of America.

The program is developed and carried out by the Patrol Leadership Council (PLC) with advice and support from the Scoutmaster and his assistants and the Troop Committee. We strive to be an ideal Boy Scout Troop, one which is boy run and adult advised. The program includes a Troop meeting every Monday evening, an outing every month, a week at each of two summer camps and a wilderness backpack trek of 50 miles or more each year.

Parents should permit their son to function on his own under Troop Leadership to allow him the opportunity to accept responsibility for himself and his Troop.

However, parents are requested to communicate any problems, especially health problems of either a physical or psychological nature to the Scoutmaster. Any problems or questions regarding the Troop may be directed to the Scoutmaster, Committee Chairman or to any other uniformed leader.

The purpose of this handbook is to help parents orient and acquaint themselves with the function and procedures of Troop 405 as well as to answer common questions and concerns.

Troop Organization

Sponsor - Troop 405 is sponsored by the Church of the Resurrection in Pleasant Hill and the church has placed responsibility with the Chair of the Troop Committee to provide support to the organization to carry out the goals of Scouting.

Troop Committee – The troop committee recruits adult leadership and supports the Troop program by arranging transportation, fundraising, advancement, and by insuring the health and safety of the program. The Committee Chairman (CC) is approved and appointed by the Institutional Head of The Church of the Resurrection, currently Rev. Bruce Smith. The Committee Chair may also be appointed by the Chartered Representative (CR), a member of the Church of the Resurrection, who acts as a liaison between the church and troop. All registered leaders and committee members must be approved by both the CR and the CC. Key committee positions include: Treasurer, Advancement Chairman and Outings Chairman. Other committee positions include Secretary, Fundraising, Membership, Eagle Advancement, Transportation, Newsletter editor and Chaplain

Joint Committee and Parents' Meetings are generally held on the first Monday of each month (concurrent with the troop meeting). All parents should plan to attend these meetings.

Adult Leadership - The Scoutmaster and Assistant Scoutmasters are responsible for overseeing the activity of the Troop, training boy leaders and advising the Patrol Leader's Council (PLC).

Youth Leadership - The Senior Patrol Leader (SPL) is responsible for the operations of all activities of the Troop, for presiding over the PLC meetings and appointing youth leaders with Scoutmaster approval. The Senior Patrol Leader and the Patrol Leaders are elected leadership positions. The PLC holds monthly meetings to plan the troop program, and an annual retreat to plan the calendar of events for the upcoming year.

Senior Patrol Leader

Qualifications

- Star Scout or higher
- National Youth Leadership Training (NYLT) required (Brownsea); May be completed during term of office; **troop will assist with course fees**
- Elected by the Troop for a **6 month** term

Job Description

- Youth in charge of the Troop
- Works with and Supervises the Patrols Leaders, the Troop Guide, and the ASPLs
- Appoints the ASPLs, Troop Guide, Quartermaster, Scribe, Librarian, Historian, Chaplain aid, and Instructors for a 6 month term
- Leads the patrol leaders council (PLC)
- Reports directly to the Scoutmaster

- Organizes the Troop Junior Leader Training (JLT) in October and April

Assistant Senior Patrol Leaders (2or more as needed)

Qualifications

- Star scout or higher
- NYLT training preferred (Brownsea); May be completed during term of office
- Appointed by the SPL for a 6 month term

Job Description

- Assists and reports to the SPL
- Works with and supervises the Troop Quartermaster, Scribe, Librarian, Historian, Chaplain aide, and Instructors
- Participates in the PLC

Junior Assistant Scoutmaster

Qualifications

- Age 17 and Eagle Scout
- Appointed by the Scoutmaster for 1 year

Job Description

- Reports to and assists the Scoutmaster

Patrol Leaders (s)

- 1st class or higher
- elected by patrol every 6 months
- leads patrol
- participates in the PLC
- reports to the SPL

Assistant Patrol Leaders

- Assist patrol leaders as needed
- Appointed by the patrol leader
- Substitutes for the patrol leader if he cannot attend the PLC
- Not an eagle approved leadership position

Troop Guide

- Appointed by the SPL for a term of 6 months
- Serves as a resource for the New Scout Patrol
- Star scout or higher
- Reports to the ASM for the New Scout Patrol and the SPL

Den Chief

- Assists a cub scout den
- 1st class or higher
- Appointed by the ASM for the Den Chief for one year term
- Reports to the ASM for the Den Chief and to the Den Leader
- Den Chief training required

Instructor

- Teaches scout skills to a Troop
- Star scout or higher
- Reports to the ASPL
- Appointed by the SPL for 6 months

Quartermaster

- Tracks and maintains troop equipment and reports on needs
- 1st class or higher
- reports to the ASPL and to the Activities Director
- appointed by the SPL for 6 months

Scribe

- Keep minutes of meetings
- Maintains attendance records
- Helps maintain advancement records
- 1st class or higher
- reports to the ASPL and to the Advancement Director
- appointed by the SPL for 6 months

Librarian

- Maintains merit badge library
- Tracks borrowed books
- 1st class or higher
- reports to the ASPL
- appointed by the SPL for 6 months

Historian

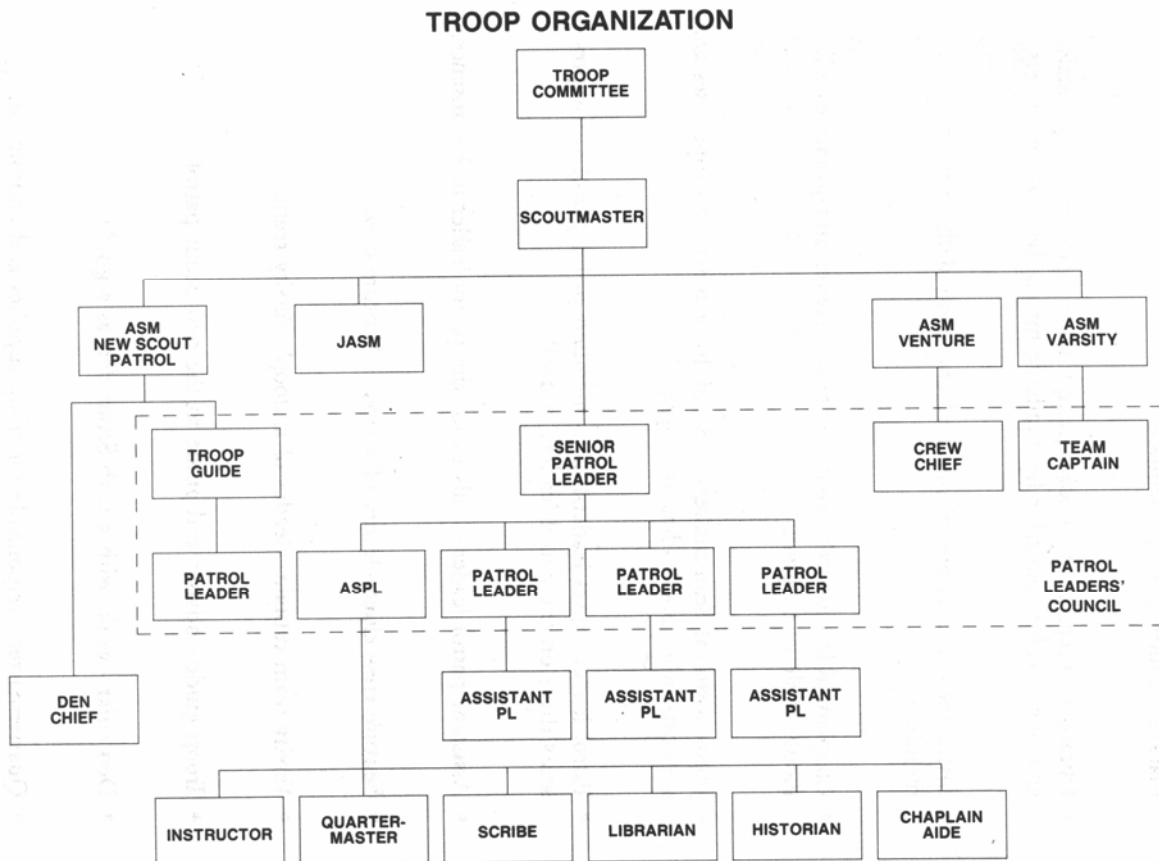
- maintains troop album
- writes up activities for troop history/ newsletter
- 1st class or higher
- reports to the ASPL
- appointed by the SPL for 6 months

Chaplain Aide

- Prepares Scout's Own for troop outings and Invocations for courts of honor
- Promotes a high moral tone within the Troop
- 1st class or higher
- reports to the ASPL
- appointed by the SPL for 6 months

Bugler

- Provides official bugle calls at troop meetings, Campouts, and Courts of Honor
- 1st class or higher
- Reports to the ASPL
- Appointed by the SPL for 6 months
- Meets Star, but not Eagle approved leadership position



Parents – Parents or guardians and Scouts must meet with the Scoutmaster for a personal interview before joining the Troop. The Troop depends upon the active involvement of every parent. Accordingly, we ask that parents drive for 1/3 of the

outings their son attends, and that all families that do not include a registered adult leader, volunteer for non-registered support positions such as assisting with transportation, advancement or communications and/or sitting on Boards of Review.

Troop Meetings

Troop meetings are held Monday evenings at the Church of the Resurrection from 7:30 pm to 9:00 pm. Scouts are asked to be present promptly at 7:30 pm so that meetings may begin on time. Scouts should be dressed in full Class A uniform, and Scouts, especially those below First Class rank, should bring their *Boy Scout Handbook* to every meeting. Parents are always welcome to attend.

Parents are responsible for picking up their son promptly after each meeting. Ideally, parents will arrive at 8:50 pm and participate in the closing circle so that they can hear any announcements and see any Scout recognition.

Scout Uniform

Official Uniform: The complete Scout uniform (sometimes referred to as Class A uniform) includes a properly appointed Scout shirt (see inside cover of the Scout Handbook for patch placement), Troop neckerchief, Scout belt, Scout socks with Scout shorts or Scout long pants, and hiking boots.

Activity Uniform: An *activity* uniform (sometimes referred to as a Class B uniform) consists of a Troop T-shirt or other BSA shirt. This can also be the Scout shirt worn without the neckerchief.

For Troop 405 purposes, travel and weekend excursion the activity uniform is the official BSA scout shirt alone. This must always be worn when traveling with the troop unless it is an official BSA camp where upon the official uniform (including neckerchief, belt, pants, and socks) must be worn for travel. Once scouts have arrived at the destination and are advised by leaders, they may change into an activity uniform.

Full uniform should be worn to all troop meetings and for travel to and from Camporee, summer camp or other official district or council Scout outings. For travel to and from troop weekend activities only the official Scout shirt needs to be worn. For formal or ceremonial occasions such as Courts of Honor, appearances before Boards of Review and district functions a merit badge sash should be worn with the official uniform for all Scouts with three or more merit badges. Order of the Arrow (OA) sash may be worn at Courts of Honor and OA functions.

The uniform for regular Troop meetings is the full official uniform unless specifically instructed otherwise.

The Troop Scarf: Only the troop neckerchief is provided by the troop. When a Scout goes on his first tent camping overnight, he will receive the scarf with a red border, but must return the all blue scarf. If the neckerchief is lost, a replacement may be obtained from the troop for \$15.

Outings

Outings Program

Troop 405 has an active outdoor program and all boys are encouraged to participate fully. Our program includes monthly weekend campouts, two annual long-term (1 week each) summer camps, day hikes, an annual 50-mile backpacking trip, and other outdoor activities.

Scouts on outings or activities are under the control of the Scoutmaster and other uniformed adult leaders of the Troop from the time of arrival at the outing and until such time as the uniformed leaders releases the Scouts to their parents or a guardian.

Parents are welcome on monthly campouts when space allows. However, the troop will still function as a unit. Parents will join other adults on the outing for camping and eating; parents do not eat with their son's patrol. Parents need to inform the Scoutmaster of any physical limitations or medical problems. For long term camping (e.g., summer camp), a class 3 medical form (physician's certification of physical ability to participate in camping, hiking or water activities) may be required.

Parents are responsible for picking up their son(s) after a Troop outing, or to be home when the Scout is scheduled to be dropped off by the Troop. The Troop will not leave a Scout at home after a Troop activity unless a responsible adult is present. If a Scout is to be dropped off somewhere other than his residence address, or to be picked up by someone other than a family member or parent of another Scout in the Troop, the adult leader must be informed in writing prior to the Troop activity. A note appended to the permission slip is best.

Outing Procedures

Signups: Sign-up sheets for outings are posted on the Troop bulletin board. Scouts are asked to sign up one month in advance for each outing in order to plan transportation and Scout liability coverage.

Uniform: Scouts should wear uniforms for departure as addressed in the uniform section (page 6) on all outings unless specifically instructed otherwise.

Permission Slips: "No slip, No trip!" A parental permission slip is required of all Scouts participating in an outing. The permission slip should be in the Scout's possession when he arrives for trip departure.

Medical Forms: A Class 2 (or Class 3) medical examination is required of all Scouts and adults attending summer camp and must be dated within three years of the camp date. If the adult is age 40 or older, a Class 3 within the past year is required for summer camp. A Class 3 medical examination within twelve months is required for all youths and adults participating in high adventure activities such as 50-milers. The medical examination must be given by a licensed health care provider. It is suggested that you retain the original copy of the executed Class 2 or 3 medical form and give a photocopy to the troop committee. Class 1 medical forms are parental updates to physician exams and may be given directly to the committee although photocopies are also acceptable. Class 1 will be updated by the parent every year with registration. Parents will be responsible for keeping scout information updated with the troop or a scout will not be able to travel with the troop.

Medications: All medications needed on an outing are to be turned over to the Scoutmaster at the outset of an outing, medication should be in an original container and must include written instructions for administration. Even when a Scout self-administers medication, it is important that the leaders of the outing be made aware that the Scout has medication he may need.

Menus: Menus for an outing are submitted by the Patrol Leaders to the SPL for approval prior to the outing. The SPL will obtain the Scoutmaster's concurrence prior to final approval of the menus to ensure balanced meals. Junk food is discouraged. Patrol members will be asked to pay approximately \$5 per day of the trip (between \$5 and \$15 but most often \$10) for food for the outing. Any excess funds will be donated to the troop account to help defray the campsite fees.

Transportation: Parents are responsible for ensuring the transportation of their son to campouts and other Troop activities. The Troop trip transportation coordinator will coordinate car pooling for Troop outings. When there are inadequate drivers signed up for an outing, the monthly co-op families will be asked to drive. Should a family be unable to fulfill that assigned driving responsibility, it is their responsibility to arrange for an appropriate replacement driver. For Summer Camp, most families should anticipate driving one way.

Insurance: All drivers must carry liability insurance in compliance with the laws of the State of California. However, it is preferred that all vehicles have at least \$50,000 per person, \$100,000 per accident and \$50,000 property damage coverage. Vehicles with 10 or more passengers are required to have higher limits. All drivers must have a valid driver's license and must be over 18 years of age. Drivers under age 21 have additional restrictions. It is important to inform the Troop Committee of your driver's license number, the make, model and number of seatbelts in your vehicle(s), and your insurance coverage limits. If you change vehicles or insurance coverage, please notify the Troop Committee. We need this information to obtain additional liability coverage for all of our Troop outings.

Reminder: Parents are required to provide transportation for one-third of the outings in which their son participates. If you volunteer, you can avoid being assigned an inconvenient outing.

Advancement

The Troop uses Troopmaster software to track advancement. Each Scout is responsible for bringing his book to the person at the computer to update his records when he has completed any advancement.

Rank Advancement: Scouts seeking advancement and having completed all of the requirements for a rank, must request a Scoutmaster Conference. After every item including the Scoutmaster Conference has been signed off in the Scout's copy of the *Boy Scout Handbook*, the Scout needs to contact the Advancement Chairman to arrange an Adult Board of Review. The Advancement Chairman should be contacted at least a week before the scheduled date of the Board of Review in order to arrange for the necessary adults. The Board of Review is the final approval for advancement to a rank.

Recognition: Immediate recognition of a Scout's advancement is usually made at the troop meeting following successful completion of the Board of Review. Advancement awards are formally presented at ~~quarterly~~ **quarterly periodic** Courts of Honor.

Court of Honor: Troop 405 holds Courts of Honor three times each year. Parents and families are strongly encouraged to attend these events and to share in their son's achievement. Guests are welcome. The Court of Honor is the Scout's special night. Pot Luck refreshments provided by the parents generally follow the Court of Honor.

Merit Badges: Scouts starting a Merit Badge must obtain a signed Blue Card from the Scoutmaster, and then make arrangements with the Merit Badge Counselor to meet the requirements. The advancement chairman has a list of current Merit Badge Counselors. Merit Badges should be done with a "buddy." A Scout should never visit a Merit Badge Counselor without a companion; if you do not have a "buddy" for the merit badge, and it is not being done at a Troop meeting or Scouting event, plan to have your parent attend all meetings with you.

Eagle Advancement: Advancement to Eagle offers a unique set of challenges so Troop 405 has a separate Eagle Advancement Chairman to assist Life Scouts. An Eagle service project must be planned and written up by the Scout, approved by the representative of the agency being served, the Scoutmaster and the Committee Chairman (or Eagle Advancement Chair), and submitted to a district project planning Board of Review. Only after full approval may the project be implemented. When the project has been completed, more signatures are required and the elaborate Eagle application packet must be prepared and submitted to a district Eagle Board of Review. The Troop's Eagle Advancement Chairman is available to assist Scouts throughout this process. Everything must be completed before the Scout's 18th birthday.

Training

The Boy Scouts of America offer training programs for both adult and youth leaders as described below. You and your son are encouraged to attend. As an incentive, our Troop will reimburse up to half of the cost of training courses completed by Youth and registered adult leaders. The troop will cover the entire cost of NYLT for the SPL..

Check out our links page on the Troop website: <http://www.troop405-ph.org/links.htm>

Youth Leader Training

Den Chief Training - teaches the Scout how to be a Den Chief and take advantage of an opportunity to provide leadership service that he needs for advancement. A Den Chief is a Boy Scout who assists with Cub Scout Dens.

Junior Leader Training - is designed to teach boy leaders how to perform their jobs. This course is offered annually twice a year within our Troop and is run by the Scoutmaster and SPL for youth leaders in the troop.

National Youth Leadership Training (Brownsea) - is a week long training program for boy leaders who are First Class or above and at least 13 years old. The program emphasizes a leadership toolbox of skills in a Scouting environment and is oriented towards his role as a troop leader.

Adult Leader Training

Fast Start Training - is a video tape or web-based training program designed to orient the adult who is completely new to Scouting to the basics of the Scouting program. The videotape can be obtained from the Council Service Center. The web training is available at <http://www.scouting.org/boyscouts/faststart/>.

New Leader Essentials – is a two hour training session which orients all BSA leaders to basic BSA policies, resources and training programs.

Position Specific Training – is a half day for Troop Committee Members and a full day for Assistant Scoutmasters. It teaches the basics of the Scouting program, it's principles (such as those governing health and safety), how the advancement program works, the patrol method and other program specific resources to prepare leaders to provide a quality program of youth leadership training.

Outdoor Leader Skills – a two day (one weekend) training session teaching specific Boy Scout skills and how to teach those skills to Boy Scouts. It is a required course for a fully trained Assistant Scoutmaster and a useful course for all Scout leaders.

Youth Protection Training - is required for all leaders at summer camp and at least one leader on each outing. This training needs to be renewed every 2 years, but it may be completed on the Internet at <http://www.scouting.org/pubs/ypt/ypt.jsp>.

Safe Swim Defense, Safety Afloat, and Climb on Safely are three short instructor and video training sessions. At least one adult leader must have the appropriate training if the outing involves swimming, boating or climbing.

Roundtable - is a monthly meeting where leaders get information on upcoming events, new elements of the program or policy and can share program ideas. In the Iron Horse District, Roundtable is held the first Thursday of each month, September through June. Here you can get answers to your questions and find out about resources.

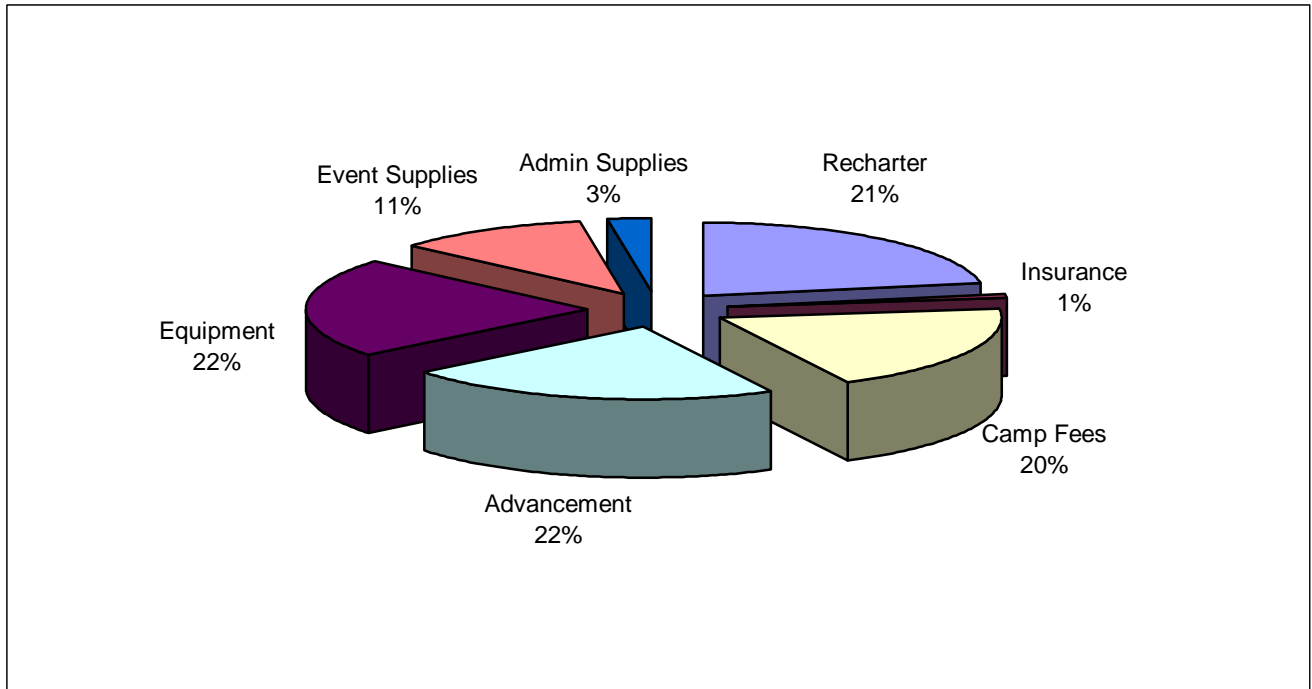
High Adventure Training (HAT) – begins with the HAT Core course. Following the core course are many courses to develop specific outdoor skills including Backpacking Awareness, Winter Camping Awareness, Water Sports Awareness, Climbing Safely and others.

University of Scouting - is an annual event where a myriad of training opportunities are offered in seminar format. An all day cafeteria-style training format offers seminars in offered in where to go camping, dealing with difficult boys and or adults, advancement, handicap scouting, program helps, religious awards, etc.

Wood Badge - is advanced leadership training. Adult leaders are now encouraged to take this course early in their Scouting career. The course is an intensive week long camping and learning experience (also offered as two 3-day weekends or three 2-day weekends). Following the coursework, each candidate must write and implement a Wood Badge "Ticket" through which (s)he can apply the leadership skills learned during the course.

Finances

Troop Budget:



Troop Dues

Each Scout is asked to pay **\$60.00** per year. This fee includes the annual Boy Scout registration fee (\$10.00), a subscription to *Boys Life Magazine* (\$9.00), \$20 gas stipend **nce** and a portion of the cost of providing the program. When a family has more than one Scout in the troop, the family may opt to receive only one copy of *Boys Life Magazine*, and pay only **\$50.00** for the second Scout. Scouts who are unable to pay this annual fee must contact the Finance Committee and arrange a waiver of part or all of the fee for that year.

Adults are encouraged to register, and asked only to pay the BSA registration fee of \$10.00. Registered adult leaders receive the BSA national magazine, *Scouting Magazine*. We ask that registered leaders take training appropriate for their position. Merit Badge Counselors must be registered adults, but need not pay the \$10 registration fee if they wish to serve as a merit badge counselor only. An unpaid registration however, does not include district and council mailings, newsletters or *Scouting Magazine*.

Fund-raisers

Troop 405 currently spends about \$100 per Scout per year. Therefore, fund-raisers are needed throughout the year to fully finance the operation of the troop. Parents and

Scouts are asked to participate in these fund-raisers as they provide more than half of the cost of troop operations. Past fund-raisers the Troop has undertaken include car washes, White Elephant/Garage/Yard Sales, Valentines and Mothers Day Dinner, CASA Festival food booth, popcorn sales and See's candy sales.

Fund-raisers will be part of the troop program and all Scouts are expected to participate. Other fundraising opportunities may be offered which will allow individual Scouts who choose to participate to raise funds for their personal Scouting expenses (such as the cost of summer camp or high adventure activities).

Outing Expenses

As mentioned above, Scouts are asked to sign up **at least** one month in advance for each scheduled outing. Early sign-up is necessary to ensure adequate camping facilities are reserved. Generally the Troop pays for all campsite reservations.

Each patrol selects its own menu (with scoutmaster approval to ensure proper nutrition). Scouts are expected to pay between \$5 and \$15 per outing (about \$5 per day). This money is used to pay for the purchase of meal and patrol supplies. Any excess funds are submitted to the Troop Treasurer. This money is used to replenish patrol box consumables (such as stove fuel, batteries, foil, soap, etc.) and, if available, to help defray camp site reservation costs. The troop budget does not include food expenses.

The full cost of summer camp, except where partial camperships have been negotiated in advance, and any special activity fees (for example rental of ski equipment or cost of skiing, spelunking, or rappelling lessons) are the responsibility of the Scout.

Troop 405 provides patrol equipment (cooking equipment, dining fly, etc.), but does not provide any personal camping gear. This means each Scout must provide his own sleeping bag, mess kit, backpack and tent. The troop does have a few small backpacks available to loan, and Scouts often share tents with a "buddy." Therefore, it is a good idea for families of new Scouts to wait until they understand what the options are before purchasing expensive gear such as a tent or backpack.

Other expenses

A Scout and his family should expect to purchase a full Class A uniform and insignia. A uniform can cost up to \$100; sometimes a good used uniform can be obtained through the troop or the district Uniform Closet, or from a Goodwill or Thrift store. A Scout will also need his own copy of the *Boy Scout Handbook*, his own good (NOT Kapok or down) sleeping bag, a personal mess kit and a personal first aid kit. A Scout will need to rent, borrow, or purchase a backpack, and eventually may want to purchase a tent.

Additionally, there is an annual Friends of Scouting (FOS) campaign to raise funds for operation of the Mount Diablo Silverado Council, BSA. FOS contributions are tax deductible.

Family Expectations

Parents are invited to attend troop meetings and troop outings and to participate in service projects and fundraising activities. At registration each year there will be a master sign up for volunteer positions. These positions are for official BSA roles and for informal monthly parent roles to support the Scoutmasters and Committee. Parents should plan to participate in monthly parents' meetings (generally the first Monday of each month during the troop meeting) and are required to provide transportation for one-third of the outings attended by their son. Interested parents are invited to take a more active role in the troop either as a merit badge counselor, a member of the troop committee or an assistant scoutmaster. Training is available for these positions.

At this time there is a need for parents to volunteer for a one month period to support the troop's program. It is a co-op format where individuals will be asked to attend each weekly meeting in their chosen month and stay at the meeting until clean-up is completed. The month's responsibilities may also include participation or organization of scouts on an outing, service project, fundraiser or a committee activity that requires organization of more scout and parent volunteers. While it is not always necessary to enlist the co-op family's services they should actively offer their support to the Scoutmaster or committee rather than wait to be asked. If a family is already in a position that requires attendance at weekly meetings or more than 12 hours a year of volunteer work for the troop they are exempt from monthly co-op duties.

An addendum will be added with all volunteer positions that are exempt from co-op responsibilities.

Parental participation in transportation is critical to providing an outings program. All drivers on Scout outings must be over age 21 (unless they transport equipment only), and must be licensed and insured. The specific outings for which each family provides transportation is first determined by volunteering at parents' meetings and completed by assignment as discussed under outings on page 7 and transportation on page 8. If a family is unable to meet their transportation obligations, it is their responsibility to find a suitable replacement. If parents default, parents and leaders who have volunteered many hours already will be asked to step up again. In fairness to those who have volunteered at weekly meetings and in other activities, all families should be accountable for their fair share of responsibilities. If a family defaults on their volunteer tasks they will be asked to participate in another activity.

Youth Protection

Child abuse is a major problem affecting our society. Each year more than 2 million cases of suspected child abuse are reported. This means that 1% of American children are experiencing physical abuse, 1% are experiencing sexual abuse and 2% to 5% are

experiencing emotional maltreatment or some form of neglect. Because of the significance of this social problem, the Boy Scouts of America has declared child abuse as one of the “unacceptables” to receive special attention by those involved in the Scouting program.

The BSA has developed a five-point program to combat child abuse and to improve the environment in which young people live. The key elements of this strategy include the following points:

- Educating Scouting volunteers, parents and Scouts themselves to aid in the detection and prevention of child abuse
- Establishing leader-selection procedures to prevent individuals with a history of child abuse from entering the BSA leadership ranks
- Establishing policies that minimize the opportunities for child abuse to occur in the program of the BSA (e.g., 2-deep leadership and the buddy system)
- Encouraging Scouts to report improper behavior in order to identify offenders quickly
- Swiftly removing and reporting alleged offenders.

Parent’s Guide The BSA has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of the *Boy Scout Handbook*, “How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide,” provides information to help families to increase self-protection skills.

Troop 405 is committed to following all guidelines of the Youth Protection program. Any suspected offenses of the Youth Protection Program must be reported to the Committee Chairman, the Scoutmaster or the Council Executive. All incidents reported to the Committee Chairman or the Scoutmaster will be reported to the Council Executive. All reports are taken seriously and appropriate action will be taken to ensure the safety of our youth.

Glossary and Abbreviations

- ASM Assistant Scoutmaster – registered and trained adult leaders who assist the Scoutmaster in providing youth training in leadership and skills.
- BSA Boy Scouts of America
- CC Committee chairperson, leader of the committee, appointed by the Church leadership.
- Class A uniform: the Full BSA official uniform
- Class B uniform: an activity uniform.
- CR Chartered Organizational Representative. Adult leaders appointed by the Father Bruce to be the liaison between the Church and the Troop.
- DE District Executive. A paid professional Scouter who works out of the Council offices (800 Ellinwood Way, PH).
- District Mount Diablo Silverado Council has 9 districts; we are in Iron Horse District which includes Pleasant Hill, Walnut Creek plus the LDS units from Concord.
- ECOTR Episcopal Church of the Resurrection
- FOS Friends of Scouting. A council level fundraiser
- JLT Junior Leadership Training, a youth leadership training course offered by the troop.
- NLE New Leader Essentials, a beginning training course for Adult Leaders.
- NYLT National Youth Leadership Training, a week long, district
- OLS Outdoor Leadership Skills, the practical part of Scoutmaster basic training.
- Patrol A group of 6 to 8 Scouts, the working unit within the Troop
- Patrol Leader The leader of each patrol; an elected position.
- PLC Patrol Leaders Council – a meeting of youth leadership and Scoutmasters to plan troop activities
- SM Scoutmaster,
- SOR Scout-O-Rama a day of Scouting displays and events at a local park.
- SPL Senior Patrol Leaders – the chief youth leader of the entire Troop, an elected position
- TLA Three letter acronym, something Scouters use too frequently.