

31st ANNUAL CATHOLIC SCOUT RETREAT 2023

Saturday, October 7, 2023

Leaders' Guide

Patron: Blessed Father Michael McGivney

Theme: Service to the Community

Location: Camp Verdugo Oaks

38001 Golden State Hwy, Castaic, CA 91384

(Coordinates: 34.59935°, -118.72387°)

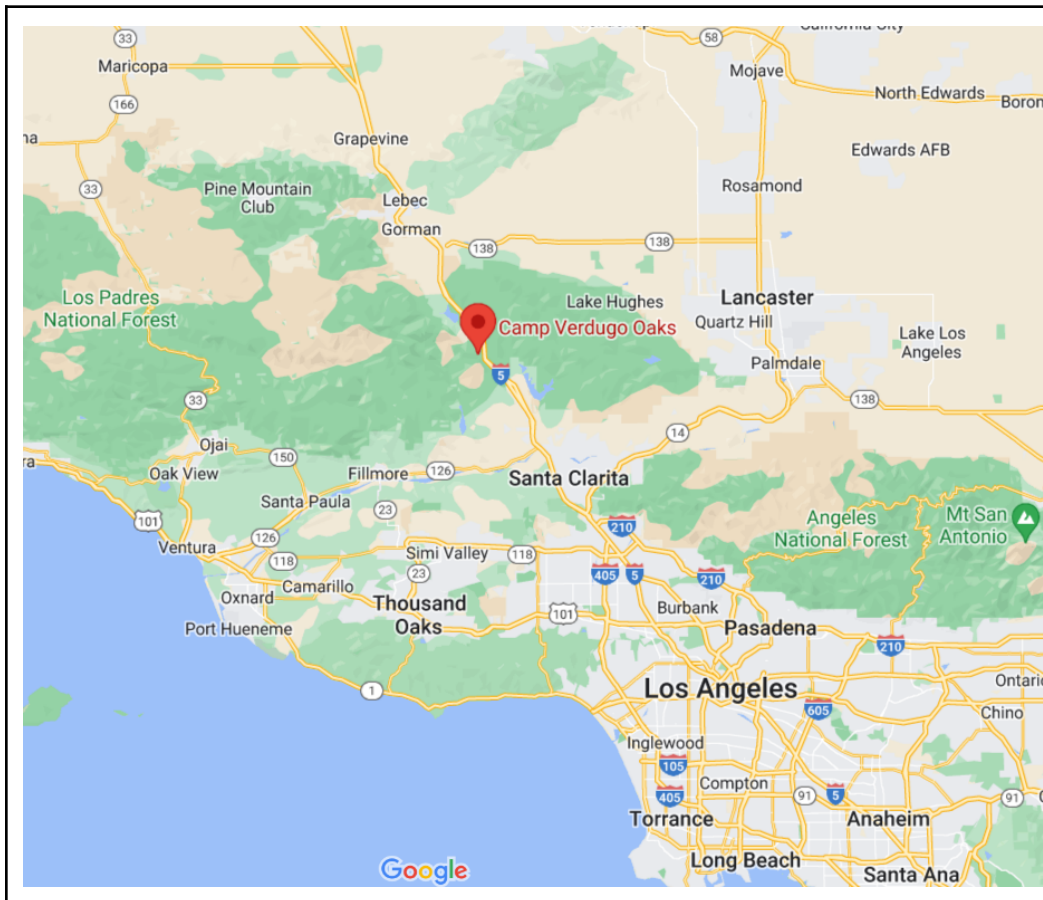


CATHOLIC COMMITTEE ON SCOUTING ARCHDIOCESE OF LOS ANGELES

www.CCSALA.org



31st ANNUAL CATHOLIC SCOUT RETREAT 2023



Camp Verdugo Oaks
 38001 Golden State Hwy
 Castaic, CA 91384

Take Interstate 5 North/Sacramento
 Exit 183: Templin Highway
 Turn left, go under the freeway
 Turn right, on Golden State Highway
 Drive about 2.8 miles.
 Turn left when you see the sign for
 Camp Verdugo Oaks and Oak Flat
 Campground
 Continue past the Oak Flat
 Campground
 Past the Ranger station, and into
 camp
 Only retreat staff beyond the pool
 Vehicles will be backed in rows of 5
 facing the main grounds.



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FREQUENTLY ASKED QUESTIONS

Is this activity considered a religious emblem program and will Scouts receive their religious knot after completing the activity?

No. This activity is considered a religious activity, not a religious emblem program. Scouts may not receive a religious knot for earning the activity patches or after completing this religious activity.

Does everyone in attendance have to be registered for the retreat?

Yes, See registration information on page 5 of the leader,s guide—all members of your Unit(s): including all youths and all adults. If registering as a family, please list the parent as the Unit Leader.

Can a Scout be dropped off for the day, and then picked up later during the program?*

No. Per BSA regulations, Scouts cannot be "dropped off" in the morning and picked up after Mass. Each Scout must either be

- with their unit, registered with their unit, and the adults are registered for the retreat; or
- with their "family" unit, with at least one parent; all members of the family unit must register for the retreat.
- **No one, including adults, is to be in the campsite/parking areas during program time.** Everyone is expected to participate in the full day of program activities, including the Mass and Benediction. This is not preparation for Camporee or other activities.

Is camping available to all participants including adults?

Unfortunately, no unit/pack family camping will be available this year.

Will there be food for purchase?

Water stations will be available to fill your refillable water bottles. Lunch, morning & afternoon snacks will be provided for all **registered participants**. Additional snacks and beverages will be available for purchase at the Trading Post. Please plan your meals accordingly.

Are Field Uniforms (Class A) required?

All scouts and scouters are requested to be in field uniforms (Class A). Mass, Benediction, and assemblies are scattered throughout the day. Jackets are optional depending on the weather.

Please check the Catholic Committee on Scouting, Archdiocese of Los Angeles (CCSALA) website (www.ccsala.org) prior to leaving for the retreat for any last-minute changes caused by weather or other conditions.

*Youth Protection and Scouting's Barriers to Abuse <https://www.scouting.org/health-and-safety/yp-faqs/>

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Please read this Leaders' Guide carefully, as it contains NEW important program information.

OVERVIEW OF THE PROGRAM

Our scout retreat is held at Camp Verdugo Oaks in Castaic. It is a BSA scout camp off I-N5. **All National BSA Youth Protection and Scouting's Barriers to Abuse apply.**

As this is a Scouting event, each unit (Troop, Crew, Pack, or family) is expected to adhere to National Boy Scouts of America (BSA) guidelines. Every youth in grades K-5 must be accompanied by an adult. Each unit is expected to complete its registration for the retreat and complete the permission forms in this packet.

Below is the tentative retreat program schedule. This is subject to change depending on availability, attendance, and the weather.

Registered participants will be offered lunch, a morning & afternoon snack. Ample water stations will be available. We are advising that everyone should bring a refillable water bottle. **It is also recommended that adults and youths bring their own portable camp chairs.**

Saturday, October 7th

7:30 am-8:00 am	Retreat Staff Meeting ● For all Retreat Station Facilitators, and Retreat Staff	Headquarters/Lodge
8:00 am	Registration/Check-In , Lunch bracelets distributed	Registration/Lodge
9:00 am	Flag Ceremony and Announcements: Troop 371, Long Beach Area Council ● Welcome: All attendees gather ● First Decade of Rosary ● No one is allowed in the campsite/parking areas during program time. ● All attendees will be divided into rotation groups.	Flag Pole Assembly Area
9:30 am-12:00 pm	Morning Station Rotation: snack provided	Program Sites
12:00 pm-12:50 pm	Only Included Meal: Lunch (must show wristbands)	Assembly Area
12:55 am-3:30 pm	Afternoon Station Rotation: snack provided	Program Sites
3:45 pm	Outdoor Mass and Benediction ● Fifth Decade of Rosary	Amphitheater
After Mass and Benediction ~5:30 pm	Closing Announcements ● End of Program - ALL Units Must Check-Out ● Unit Leader must turn in paperwork to receive patches. ● All groups must leave by 7 pm.	Headquarters/Lodge
6:00 pm-7:00 pm	● Clean up and exit	Program Sites

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REGISTRATION, MEDICAL RELEASE, PERMISSION SLIP, PAYMENT

All vehicles enter Camp Verdugo Oaks from Golden State Highway and proceed to the main parking area. Retreat staff will be available for parking assistance. All vehicles will be backed in facing the camp grounds. (NO PARKING along the access road) Families registering individually, not part of a unit, will be determined on an individual basis based on scout demographics such as age and gender. No vehicles (other than CCSALA-retreat staff) are permitted to park beyond the pool at any time. Proceed to the registration table with the following paperwork.

Upon arrival, present the following at Registration if your Unit has not submitted forms early:

1. Unit/Volunteer Registration Form(s) showing names and scouting status (school grade, registered scout or non-scout) of ALL members of your Unit(s): including all youths and all adults. If registering as a family, please list the parent as the Unit Leader.
2. Medical Release/Health History forms available for inspection. Please use the newest version of BSA Forms A and B.
 - a. <https://www.scouting.org/health-and-safety/ahmr/>
3. Parent's Permission Slip Form - Required for Youth (**two signed forms per youth under 18 years of age**)
 - a. Signed by the minor's parent or guardian
 - b. One copy (half-sheet) of the permission slip goes to the registrar and will be kept at the Headquarters.
 - c. One copy (half-sheet) of the permission slip is kept in the unit leader's possession at ALL times while en route to, while attending, and returning from the Retreat.
4. Appropriate total payment to register everyone attending (reference Unit Registration Form for deadlines and costs). ***Please make checks payable to the Catholic Committee on Scouting, Archdiocese of Los Angeles (Do not abbreviate.) Write the Unit number and contact phone number on all checks.***

This is not a BSA or council-sponsored event. Insurance coverage (travel, accident, etc.), as in any non-council or non-district sponsored event, is that which is carried by the scout family, unit, and local council.

PROGRAM NOTES

Adult Ratios: All Scout units must have a minimum of two (2) deep adult leaders present on-site, and at scheduled functions throughout the retreat. Grades K-5 must have on-site one adult per youth per national BSA guidelines.

- Grades K-1: An adult MUST accompany each youth (all day) in grades K-1.
- Grades 2-3: It is strongly recommended that an adult accompany each youth in grades 2-3.
- Grades 4-5: It is optional for adults to accompany youth in grades 4-5.

Retreat Patrols: As a result of possible COVID-19 restrictions, groups will primarily be composed of your unit members. Larger groups may be separated into multiple groups. Scouts in smaller units or attending without a unit will be assigned to a patrol. *Youth are expected to stay with their patrols for the entire retreat program day.* Depending on conditions, masks may be required.

- Grades K-5: All grades K-5 must rotate with at least 2 Adults (or Retreat Troop Guides) from their designated area.
- Grades 6-12: Usually will be formed into age groups, and led by a Retreat Troop Guide or unit leader.

Adults attending the retreat with their unit will become the Troop Guide for their patrol(s). This means they will be responsible for guiding/rotating their group from station to station. If you register separately we will assign one to you. Bring your portable chair and refillable bottle. No one, including adults, is to be in the campsite/parking areas during program time. Everyone is expected to participate in the full day of program activities, including the Mass and Benediction. This is not preparation for Camporee or other activities.

All youth (under 18) must use the designated restrooms only: This is to ensure compliance with BSA Youth Protection policies regarding restrooms. An ADA-compliant restroom will be available. Please inform the retreat staff.

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Early Release: If a parent needs to pick up a scout during the program they must report to Headquarters. The Unit Leader will be located, and the Unit Leader along with retreat staff will locate the scout. They will bring the scout back to the Headquarters for release to the parent.

Special Needs: If you or your child(ren) need reasonable accommodation at this retreat, please contact the Retreat Chair at proxmanriquez@gmail.com as soon as possible, or at a minimum of 2 weeks, before the retreat. This includes, but is not limited to, gluten-free hosts.

Injuries/First Aid: The primary location is at Headquarters/Lodge. Report all injuries to the First Aid area whether or not the injury has been treated by the unit's first aid. In the unlikely event that one or more attendees begin to experience COVID-like issues, please report the symptoms to the First Aid area for next steps and tracking. Station volunteers can assist in locating First Aid assistance and/or Retreat Chair.

Camp Verdugo Oaks is in the National Forest. Depending on the weather, be aware of poison oak, black flies, rattlesnakes, and bears. Hiking trails, buildings, equipment, and shooting area are prohibited from use during the scheduled retreat activities unless it is part of the scout retreat program.

Uniforms: All scouts and scouters are requested to be in field uniforms (Class A). Mass, Benediction, and assemblies are scattered throughout the day. Jackets are optional depending on the weather.

Drinking Water: On Saturday, there will be containers of drinking water throughout the program area; **each person should bring a refillable water bottle, and drink plenty of water.**

Sunscreen and insect repellent: Sunscreen and insect repellent should be brought and used to prevent overexposure to the sun and insects.

Camp Chairs: Portable chairs are recommended, especially for adults, while rotating throughout the program and for mass.

Electronics: No electronics will be allowed including radios or portable televisions. No unauthorized musical instruments. Cell phones should only be used in case of emergency. Drones or other flying equipment are also prohibited by camp regulations.

"Lost and Found": Location is at Headquarters.

No Fires: No fires whatsoever will be allowed during the scout retreat. This includes barbecues, hibachis, etc. No charcoal or wood fires will be allowed. No candles except as allowed at/during Mass. Please plan your meals accordingly.

Rosary and Saint Patches: All small groups (Patrols), including any adult groups, will cover the information necessary to earn the Rosary Patch and Blessed/Saint Patch. **Participants are expected to stay with their Patrols for the entire retreat program day** to successfully complete the requirements. **Patches are included with the full cost of registration and full participation in the entire retreat program day.**

ADDITIONAL ITEMS AVAILABLE: The following patches may be available for purchase at the Trading Post.

Additional 2023 Retreat Patch \$3.00

Vintage Retreat Patches \$2.00

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CATHOLIC COMMITTEE ON SCOUTING ARCHDIOCESE OF LOS ANGELES

Parent's Permission Slip Form

Required for All Youth (Two Signed Forms Per Youth) To be submitted to Unit Leader and Retreat Registration

I request that my child _____ Grade _____

Council _____ Unit # _____ Leader Name and Cellular # _____

be permitted to attend the Catholic Committee on Scouting Archdiocese of Los Angeles (CCSALA) Retreat. My child is in good physical condition. Should any illness or accident occur to my child on the trip, I will not hold the Boy Scouts of America, CCSALA, Archdiocese of Los Angeles, its officers, leaders, agents, or members, and all municipal agencies whose property and/or personnel are used liable for medical or other expenses incurred in the care of my child.

I understand that photographs and videos taken at this event may be published on the CCSALA website (www.ccsala.org) and used in future promotional event materials, and hereby grant permission for the use of any photo that may include an image of my child.

I give permission for my child to participate in an obstacle course.

My child may receive medical attention from a licensed physician. My child may be admitted to a hospital in case of emergency (Parents will be contacted immediately, if possible).

Medications my child is currently taking _____

Doctor's Name Doctor's _____ Phone # _____

Doctor's Address _____ Unit # _____

Parent's email _____ Emergency Phone _____

Parent/Guardian Print Name _____ Parent/Guardian Signature _____

I request that my child _____ Grade _____

Council _____ Unit # _____ Leader Name and Cellular # _____

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Parent's email _____ Emergency Phone _____

Parent/Guardian Print Name _____ Parent/Guardian Signature _____

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Archdiocese of Los Angeles

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CATHOLIC COMMITTEE ON SCOUTING ARCHDIOCESE OF LOS ANGELES

Unit/Volunteer Registration Form

_____ Page of _____ (If registering as a family, please list a parent as the Unit Leader)

- Pack
- Troop
- Crew

_____ Council _____ Year **2023**

Select one Unit Number Spell it out, please

PARTICIPANT'S NAME	Youth School Grade	Youth Scout (Y/N)	Adult Registered Scouter (Y/N)
1			
2			
3			
4			
5			
6			

Total number of early-registered participants (adults and children – Everyone attending must be registered including Volunteers) Paid & Pre-Registered - Postmarked by 10/2/2023	# _____	X \$25.00	= \$ _____
Total number of after-deadline registered participants	# _____	X \$35.00	= \$ _____
Total number of children under 4 years old	# _____	No Cost	= \$0.00
Make checks payable to: Catholic Committee on Scouting, Archdiocese of Los Angeles Please send the completed form(s) and fees to MaryAnn Moore, Treasurer 277 Sunset Drive Oxnard, CA 93035 NOTE: If more than one page is needed, sign all pages, but carry the total to the final page. All checks must have a phone number.	Total # _____		= \$ _____

I certify that I have in my immediate possession a "Parent's Permission Slip" and Medical Release/Health History Form for each minor named above. I, and all adults named above, hereby release The Catholic Committee on Scouting, the Archdiocese of Los Angeles, its officers, leaders, agents or members, Boy Scouts of America, and all municipal agencies whose property and/or personnel is used from responsibility for any injuries or damages suffered as a result of our participation in, or transportation to/from, the retreat.

Unit Leader _____ Unit Position _____ Date _____
Print First and Last Name

Unit Leader Email Address _____

Address _____ City _____ State _____ Zip _____

Cellular Phone Number _____ Unit Leader Signature _____

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