



BOY SCOUTS OF AMERICA®
NATIONAL CAMP ACCREDITATION PROGRAM

2016 National Camp Standards Replacement Pages

On behalf of the Regional Operations Department and the National Camp Accreditation Program Committee, thank you for updating your copy of the National Camp Accreditation Program standards. We appreciate you recycling dated pages from your 2015 edition and replacing them with the enclosed updates.

You will find all content changes made to the standards as of January 1, 2016, attached. Please use the attached pages to replace their corresponding pages in the 2015 printing. If you still have a 2014 book that was not updated with the 2015 revisions, please go to www.scouting.org/ncap and download those revisions.

For any additional information and resources, please refer to www.scouting.org/ncap. Thanks for your commitment to the program and for helping councils throughout the Boy Scouts of America with delivering the promise we all make—to deliver a quality outdoor program to all of our youth and adult members.



NATIONAL CAMP STANDARDS



BOY SCOUTS
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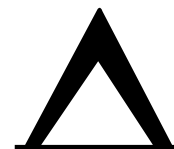


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INTRODUCTION TO NATIONAL CAMP STANDARDS

PURPOSE OF THE STANDARDS

The BSA national camp standards are established to:

1. Ensure the health, safety, and well-being of every camper, leader, visitor, and staff member while participating in a BSA-accredited camp.
2. Ensure that each camper and leader obtains a quality program consistent with the BSA brand.

The local council is responsible for maintaining the BSA national camp standards. The national camp standards are the foundation of the National Camp Accreditation Program, which assesses council and camp conformance with the requirements of the national camp standards.

THE NATIONAL CAMP ACCREDITATION PROGRAM

The purpose of the BSA's National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

In addition to the national camp standards, the NCAP involves three separate but interrelated cycles that both support the standards and ensure that camps meet continuous improvement goals: (1) the multiyear Authorization Cycle; (2) the continuous camp improvement program, which has multiyear and annual components; and (3) the annual Assessment and Accreditation Cycle. The annual cycles started in 2013 and the multiyear cycle will be phased in from 2013 through 2016.

Multiyear Authorization Cycle

The multiyear Authorization cycle starts with the council submitting an application to the National Council (for National Council–sponsored camps) or the BSA region (for local council–sponsored camps). The application contains a description of all the council's camps for which it is seeking an Authorization to Operate and accreditation. For each camp, the application will describe the program goals; the facilities; how the council will meet the standards; the recommended practices, if any, the council intends to adopt; and any additional quality commitments that the council intends to meet to provide the safest and highest possible quality program to participants. The application requires approval by the council executive board or executive committee. All camps will also submit a Camp Strategic Analysis Short Form. Based on the short form, the region may request that the council submit a comprehensive Camp Strategic Analysis as part of the application process.

The Authorization to Operate represents a determination by the National Council, through its region or appropriate national committee, that the council has demonstrated that its camps meet the requirements for accreditation. The Authorization to Operate identifies additional commitments, if any, made by the council concerning the operation of its camps. Specified terms and conditions of the Authorization to Operate are treated in the same fashion as standards. Authorizations to Operate

remain valid for five years, unless the region determines there is a basis to revoke the Authorization to Operate or to issue an Authorization to Operate for fewer than five years.

As part of the continuous camp improvement program (discussed below), the council will submit a camp strategic improvement plan for its camps. The camp strategic improvement plan will be attached to the Authorization to Operate to record the council's plans. A council may amend the camp strategic improvement plan by submitting changes or alternatives to the regional camp accreditation chair. Camp strategic improvement plans are not terms or conditions of the Authorization to Operate, but are evidence of the council's commitment to continuous camp improvement.

In addition, the Authorization to Operate may clarify how a particular standard applies to a camp or may include a variance or waiver from a standard. If questions arise on the application of a standard to a camp, the authorization should be consulted to determine if it provides resolution. The Authorization to Operate is binding on both the council and the camp assessment team.

At the time noted in its Authorization to Operate, the council will need to file a new application to renew its Authorization to Operate, and the multiyear Authorization cycle starts over.

Questions about the multiyear Authorization cycle should be directed to the regional camp accreditation chair or national outdoor program staff.

The Continuous Camp Improvement Program

The continuous camp improvement program is a process during which the local council, after consultation with affected stakeholders and camp staff, develops goals to maintain and to improve the quality of the camp experience for participants, consistent with Scouting's commitment to continuously improve the camp experience. The council identifies areas of strength that should be maintained and then outlines areas of improvement. The continuous camp improvement program should identify improvements across all facets of camp operation, including:

- Staff
- Program
- Program equipment
- Facilities
- Sustainability
- Marketing and communication
- Attendees and participation

The continuous camp improvement program has two components: a multiyear camp strategic improvement plan, and an annual camp improvement plan. The camp strategic improvement plan identifies one or more areas of improvement and one or more areas of strength that the council will address over the next four to seven years, which collectively should address at least five of the continuous camp improvement categories.

For each identified area, the camp strategic improvement plan sets forth improvement measures, an approximate time for initiation and completion, and how the camp will determine the success of its measures. This plan can be revised as needed by the council by submitting a letter to the regional camp accreditation chair. Councils are encouraged to review this plan as part of the application process and then again at the annual progress review (and may do so more frequently).

The annual camp improvement plan identifies one or more areas of improvement and one or more areas of strength that the camp will address during the year or camping season, which collectively address at least four of the continuous camp improvement categories. Some of the measures may come from the camp strategic improvement plan, while others may come from camp staff reports, postcamp and precamp inspections, or customer surveys. These plans are intended to be living documents used by the camp staff. Like the camp strategic improvement plan, they should include definite goals, metrics, and success criteria to help the camp evaluate progress toward improvement.

For more information on the continuous camp improvement program, see Standard AO-810 and the *Guide to the Continuous Camp Improvement Program*, No. 430-075. Additional questions should be directed to the national outdoor programs staff.

Annual Assessment and Accreditation Cycle

In addition to the multiyear Authorization cycle, there is an annual Assessment and Accreditation cycle that ensures that each camp meets the requirements of the national camp standards and the Authorization to Operate (once issued). The annual cycle includes the following steps:

1. Intent to Operate

The Intent to Operate is typically filed in October the year prior to the opening of camp. It is a listing by the council of all the camps requiring accreditation that it intends to operate and the dates each camp will operate. The Intent to Operate is used by the area to facilitate scheduling the assessment and accreditation of each camp.

2. Postcamp/Precamp Inspection

Postcamp/Precamp Inspection is an inspection conducted by the council to help prepare each camp property for the upcoming program year. At least once during each Authorization cycle, the council will use the Camp Facility Evaluation tool to provide a brand evaluation of the camp.

3. Declaration of Readiness

The Declaration of Readiness is typically filed around May 15, although the area may adjust the date. The declaration is a statement by the council that the camp is ready to open and will comply with the standards. Councils are encouraged to attach much of the paperwork required for demonstrating compliance with the standards to the Declaration of Readiness to save time during the assessment. Councils will also include in their Declaration of Readiness their prior-year annual camp improvement plan goals, metrics, success criteria, whether the camp achieved the goals, and if not, the lessons learned. The Declaration of Readiness will also present the initial annual camp improvement plan goals, metrics, and success criteria for the current year, which collectively address at least four of the continuous camp improvement categories.

4. Assessment and Accreditation

Each year, the area camp assessment team (for resident, trek, specialty-adventure and high-adventure camps, COPE and/or climbing courses and associated camp properties) or the council self-assessment team (for day camps, family camps, and any camp properties not hosting a resident, trek, specialty-adventure, or high-adventure camp) will visit the camp to ensure that the

safety and quality of the camp qualify for accreditation. If the camp assessment team finds that the camp continues to comply with the standards and Authorization to Operate (if issued) and is implementing the continuous camp improvement program, it will confirm the camp's accredited status. If there are issues, the team will work with the council to address them. A camp that promptly corrects items that are not serious will maintain its accredited status.

A camp that cannot correct promptly is placed into conditional accreditation or, in serious cases, the camp assessment team may recommend to the regional camp accreditation committee the possible reopening or revocation of its Authorization to Operate. In cases of possible threat to life or health, the camp assessment team may direct that the program causing such threat be closed until the threat is removed. The area director will be notified immediately and will provide leadership in this situation.

5. Annual Reporting

Each camp and council will annually complete the National Camping Report, which provides statistical, financial, and continuous improvement data on camp operations.

Questions about the annual cycle of assessment and accreditation should be directed to the area camp assessment chair.

APPLICABILITY

The national camp standards apply to any ***camp property, day camp, family camp, resident camp, trek camp, specialty-adventure camp, high-adventure camp, or COPE or climbing course*** operated by a BSA council. It is recommended that extended events meet the appropriate national camp standards.

Camp includes any day camp, family camp, resident camp, trek camp, specialty-adventure camp, high-adventure camp, COPE course or climbing and rappelling program. COPE courses and climbing and rappelling courses are sometimes referred to collectively as “COPE/climbing courses.”

Council means any BSA council, including the National Council or a BSA local council, and any administrative subdivision of a council.

Camp property is any property, whether owned, leased, licensed, or permitted, over which a council exercises long-term control and that is made available to BSA units or individuals for use in BSA program activities.

Day camp is a council-organized program of one to five or more days under council-retained leadership at an approved site during daylight or early evening hours but not overnight. The program may operate at the Tiger Cub, Cub Scout, Webelos Scout, Boy Scout, Varsity Scout, Venturer, or Sea Scout level.

Family camp is a council-organized overnight or longer event for Cub Scouts (including Webelos Scouts) and their families that involves more than one pack where the council provides the staffing and program. These events are often referred to as parent/pal, mom and me, or adventure weekends. Family camps for Boy Scouts, Varsity Scouts, Venturers, or Sea Scouts may also be accredited upon application of the council.

Resident camp is defined as follows:

1. For Cub Scouts and Webelos Scouts, a council-organized overnight camp of at least two consecutive nights in duration that operates under council-retained leadership.
2. For Boy Scouts and Varsity Scouts, a council-organized overnight camp of at least five consecutive nights in duration that operates under council-retained leadership.
3. For Venturers and Sea Scouts, a council-organized overnight camp of at least three consecutive nights in duration that operates under council-retained leadership.

Trek camp is a council-organized overnight camp of at least three consecutive nights in duration, on or off council property, on land or water, and involving the participants moving from place to place, all operating under the overall supervision of council-retained camp leadership. Councils may apply for clarification of whether a trek-type program conducted in conjunction with a resident camp is subject to the resident camp or trek camp standards as part of the application process.

Specialty-adventure camp is a council-organized camp that meets the following criteria:

1. The camp meets the standards for a resident camp or trek camp but does not need to have an overnight element.
2. Participation must be limited to older Boy Scouts, Varsity Scouts, and Venturers who are at least age 13 by September 1 of the year they take part. Councils may establish older age requirements.
3. The staff must be trained in the outdoor specialties offered in the program as specified in these standards.
4. A specialty-adventure program includes action, adventure, challenge, an increased level of excitement, and vigorous activity.
5. Specialty-adventure programs are at least three days in length.

High-adventure camp is a trek camp that meets the following additional criteria:

1. Participation must be limited to older Boy Scouts, Varsity Scouts, and Venturers who are at least age 13 by September 1 of the year they take part. Councils may establish older age requirements.
2. The staff must be trained in the outdoor specialties offered in the program as specified in these standards.
3. A high-adventure program includes action, adventure, challenge, an increased level of excitement, and vigorous activity.
4. Participants undergo preparation prior to a program that is a high-adventure experience.
5. For high-adventure recognition, the program must be at least five nights and six days in length.

Climbing and rappelling course is a council-operated program where participants climb, boulder, or rappel on natural rock sites, boulders, and artificial climbing structures.

COPE course is defined as any constructed and/or portable challenge elements that are part of a challenge course program operated by the council either as part of a camp or on a stand-alone basis. Scout camp structures such as monkey bridges, obstacle courses, and pioneering towers are not a COPE course unless included in a challenge course program.

Template authorization, in reference to day camp or family camp, means that the council is authorized to offer the camps at multiple locations or occasions using a common program. Using different themes does not prevent template authorization.

Extended event is a council-organized event that lasts longer than 72 hours; it may include a training course such as Wood Badge or National Youth Leadership Training or an extended special event such as a camporee or conference.

VARIANCES AND WAIVERS

There will be times when a standard is not appropriate for a particular council camp or camp property. When this occurs, it is appropriate for the council to seek a variance or waiver from the standard. A variance is granted when the camp demonstrates that it is achieving the goals of a standard in another way. A variance is permanent, once granted. A waiver is granted for one season due to an unanticipated event.

The procedure for obtaining a variance or waiver is set forth below.

PROCEDURE FOR VARIANCE

A variance is granted by application to the National Camp Accreditation Committee upon recommendation of the national standards chair after review and recommendation by appropriate BSA committees and task forces. A variance establishes an alternative to a national standard that achieves an equivalent or higher level of protection or program quality. The applicant must demonstrate that the variance addresses each aspect of the standard for which variance is sought. Once granted, the applicant complies with the variance rather than the standard. Variances are permanent, although subject to review for continued applicability during the authorization renewal process. Variance application forms are available on the NCAP website (<http://www.scouting.org/NCAP>) and should be submitted to NCAP@scouting.org. Contact the national NCAP staff advisor if there are questions about applying for a variance.

PROCEDURE FOR WAIVER

A waiver is granted by application to the national standards chair. A waiver may be granted for a standard due to emergency or other good cause shown. A waiver may be conditional and require the requesting council or camp to meet an alternative or equivalent control. All waivers will be in writing and will specify whether the waiver requires the camp to be conditionally accredited or whether the camp may retain full accreditation if it otherwise satisfies accreditation criteria. Waivers generally may be renewed only once (e.g., a waiver may be in effect for a maximum period of two years). Waiver application forms are available on the NCAP website (<http://www.scouting.org/NCAP>) and should be submitted to NCAP@scouting.org. Contact the national NCAP staff advisor if there are questions about applying for a waiver.

ASSESSING COMPLIANCE

A camp assessment team is a group of trained Scouters charged with the responsibility of assessing a camp property's or camp's conformance to the standards; recommended practices; and terms, conditions, and commitments of the Authorization to Operate, if issued. The team will undertake three primary tasks: scoring; narrative assessment; and making the accreditation decision. Each task is addressed below.

SCORING: THE OBJECTIVE REVIEW OF COMPLIANCE

The first task the assessment team will undertake is scoring whether the camp property or camp is complying with the national camp standards, the terms and commitments of its Authorization to Operate, if issued, and any variances or waivers. This is an objective assessment with the goal of treating similarly situated camps in a similar manner. Careful adherence to the standards, interpretation, and verification provisions is needed.

Assessment after an Authorization to Operate Is Issued. If an Authorization to Operate has been issued, the assessment team will be guided by the score sheet, which will list the standards and recommended practices, the authorization terms, conditions, and commitments applicable to the camp property or camp. The assessment team will also need to ask the camp representatives whether any variances or waivers have been granted since the authorization.

Assessment if the Authorization to Operate Has Not Yet Been Issued. If an authorization has not yet been issued, the assessment team will only assess the standards and recommended practices. The team will also need to ask the camp representatives whether any variances or waivers have been granted.

Scoring Options. The following scoring options are available for scoring standards, recommended practices, variances, and waivers. Authorization terms and commitments, if the authorization has been issued, are scored the same way.

Passing Scores

Compliant. A standard, authorization term or commitment, variance, or waiver is scored as "compliant" if the facility meets the terms and intent of the standard, authorization term or commitment, variance, or waiver.

Deviation. A standard, authorization term or commitment, variance, or waiver is scored as a "deviation" if the exact terms are not met, but the facility has met the substantial intent of the standard, authorization term or commitment, variance, or waiver with adequate levels of safety and quality. Deviations are particularly appropriate where the camp property or camp has incidentally missed an item, but other aspects of the camp suggest that the camp's program is generally in good shape. An example might be a single incidence of a dead battery or a single missing utility cut-off drawing. Multiple instances, which suggest a systemic problem, should be scored noncompliant.

The score sheet should reflect the nature of the deviation and any comments from the camp assessment team on how the deviation could be remedied.

Failing Scores

Noncompliant. A standard, authorization term or commitment, variance, or waiver is scored as “noncompliant” if the facility does not meet the requirement and does not meet the criteria for a deviation (discussed above). The score sheet should reflect the nature of the noncompliance and any comments from the camp assessment team on how the noncompliance could be remedied.

Other

Not Applicable. A standard is scored as “not applicable” if it does not apply to the camp property or camp program. A standard that is “not applicable” does not affect accreditation status.

Examples

This section provides guidance on frequently asked questions concerning whether a practice that does not conform to a standard constitutes a noncompliant (failing) or a deviation (passing) score.

- Failure to have a required certification (e.g., National Camping School card, approved Lifeguard status, etc.), or an approved alternate (listed in the standard, authorization, variance, or waiver) warrants a noncompliant finding.
- Failure to meet an age standard, without a waiver, is a noncompliant finding.
- A single instance of not having a first aid kit prominently marked in an otherwise well marked camp is a deviation.
- Failure to have a certificate of insurance, when other proof of insurance is available, is a deviation.
- Minor changes from the approved training plan, but where the material elements were met, is a deviation.

Any standard, authorization term or commitment, variance, or waiver that is not met at the time of assessment, but which is corrected during the assessment to the satisfaction of the assessment team, should be scored as a deviation and not as non-compliant. This is to assist the National Council in tracking standards of concern and the local council in reviewing its camp procedures to ensure that the issue is not repeated in the future.

Scoring Recommended Practices. The following scoring options are available for scoring recommended practices:

- Compliant
- Noncompliant
- Not applicable

A recommended practice either is met or is not met. The camp’s authorization will identify the recommended practices that the camp has stated it will meet. In addition, the camp may meet additional recommended practices.

THE NARRATIVE: THE SUBJECTIVE ASSESSMENT AND RECOMMENDATIONS TO IMPROVE PROGRAM

The second part of the camp assessment process consists of the narrative assessment, which includes both a narrative review of how well the camp delivers its promised program and recommendations for possible improvements. This part of the assessment is more subjective and is where the camp assessment team should do its best to provide constructive comments to improve the camp's program. The assessment team should remember that it has seen the camp and its program only briefly and should couch its recommendations in a respectful, helpful tone. It is important for the camp assessment team to recognize that the narrative assessment and recommendations are there to be considered and acted upon by the camp staff and local council. A camp's or council's disagreement concerning a recommendation is not a basis for denying or conditioning accreditation. **A camp's accreditation status is determined solely by the objective scoring portion of the assessment.**

The Narrative Assessment

The narrative assessment should address:

1. How well the program delivers the promise included in its written descriptive materials, advertising, and leaders' guide
2. How well the camp implements the Continuous Camp Improvement Program
3. How well the program delivers the promise of Scouting to participants

In order to prepare for the narrative assessment, the camp assessment team should review written descriptive materials, such as the camp's website (if any) and leaders' guide (if any). Any divergence between the described program and the delivered program should be noted to assist the council in ensuring that it is delivering on the promises it made. Similarly, it is appropriate for the team to note whether, in the team's view, the camp is delivering the promise of Scouting to its participants. If the team concludes that there may be an issue, concrete examples of specific problems should be identified for the council's consideration. Careful, constructive comments that are respectful of the council's and staff's role as the primary developers of the camp program are likely to be thoughtfully received.

The narrative assessment should also review the camp's implementation of the Continuous Camp Improvement Program. The description should include a note of the results of the prior year program (not applicable during the first year), number of goals selected, some representative goals, how they are being tracked, and whether the camp seems to have integrated continuous improvement into its program or if additional support may be needed.

The Recommendations

The recommendations should address:

1. Specific recommendations for improving the quality of the existing programs and activities
2. Specific recommendations for improving the quality of facilities provided
3. Recommendations for improving program design or additional programs or activities that would enhance the camp program

This part of the assessment is where the camp assessment team can provide recommendations to the camp on how to improve its program based on the assessment team's experience and knowledge. Recommendations should be constructive and made in the spirit of improving the particular camp's programs in light of the physical and other restrictions imposed by its environment. Recommendations should be made with the knowledge that it is the role of the *camp and council* to decide whether they should be implemented, and not the role of the assessment team. The assessment team's role is to provide a third-party review to assist the council in implementing its program. Careful, constructive comments will likely be well received.

CAMP RESPONSE TO NONCOMPLIANT AND DEVIATION FINDINGS

The purpose of the national camp standards and National Camp Accreditation Program is to ensure that all youth receive a safe, high-quality camping experience and that the quality and safety of the experience continuously improves. Findings of "noncompliant" reflect a departure from the standard established by the BSA for a Scout facility and must be promptly remedied. Findings of "deviation" reflect a weakness in meeting the standard that should be addressed prior to the next season. This section discusses the camp assessment team's options upon making a finding of noncompliant or deviation.

Noncompliant finding. If the camp assessment team finds a standard that is scored "noncompliant," the team leader shall promptly notify the camp director and Scout executive or designee. The team leader should encourage the camp to correct the noncompliant finding before the assessment team completes its assessment. If the noncompliant finding is remedied to the camp assessment team's satisfaction, the standard should be scored as a "deviation" and the issue noted in the score sheet. If the noncompliant finding cannot be remedied to the camp assessment team's satisfaction, the area camp assessment chair should be notified and a corrective action plan or plan schedule drawn up to address the noncompliant finding as expeditiously as possible. If the corrective action plan can be completed promptly, the camp will be conditionally accredited while the corrective action plan is in place. The camp cannot be restored to accredited status until it demonstrates that it has completed the corrective action plan to the area camp assessment chair's satisfaction. The report of the successful implementation of the corrective action plan shall be submitted in accordance with the schedule developed in conjunction with the area camp assessment chair, and in no event later than the declaration of readiness for the following season.

In the rare event the camp assessment team finds a situation that constitutes an *imminent danger to life or health*, the team leader should close that activity or area in consultation with the camp director and council leadership. The area director and area camp assessment chair shall be notified immediately. If there is disagreement, the area director and area camp assessment chair will provide leadership. A camp in this situation must immediately resolve the situation to the satisfaction of the area director in accordance with the terms and time schedule set forth in a corrective action plan developed in consultation with the area director and area camp assessment chair. The report of the successful implementation of the corrective action plan shall be submitted in accordance with the schedule developed in conjunction with the area camp assessment chair.

Deviation finding. A camp that receives a deviation is on notice that there is a weakness in its program. The camp should correct the deviation prior to the start of the next camping season. Second and subsequent deviations for the same standard may be scored as a noncompliant at the discretion of the assessment team. The report of the successful implementation of the corrective action plan shall be submitted in accordance with the schedule developed in conjunction with the area camp assessment chair.

If a camp exceeds 20 percent deviation findings in any assessment, the camp must prepare a timely corrective action plan and submit it to the area camp assessment chair. If the corrective action plan can be completed promptly, the camp will be conditionally accredited while the corrective action plan is in place but may be restored to accredited status upon demonstrating that it has completed the corrective action plan to the area camp assessment chair's satisfaction. The report of the successful implementation of the corrective action plan must be submitted no later than the declaration of readiness for the subsequent year.

THE ACCREDITATION DECISION

The accreditation decision is based upon the results of the scoring of the standards, authorization terms and commitments, variances, and waivers.

Accredited

A camp is accredited if it meets all of the following conditions:

1. All applicable standards are scored “compliant” or “deviation.”
2. If issued, all terms, conditions, and commitments of the Authorization to Operate listed on the score sheet are scored “compliant” or “deviation.”
3. The conditions of any variance or waiver are scored “compliant” or “deviation.”
4. 20 percent or fewer of the total scores are “deviations.”

If these conditions are met, the camp is accredited and the camp assessment team should present the accreditation certificate and pennant in an appropriate fashion.

Conditionally Accredited

A camp is conditionally accredited if any of the following conditions are met:

1. Any applicable standard is scored “noncompliant.”
2. If issued, any terms, conditions, and commitments of the Authorization to Operate listed on the score sheet are scored “noncompliant.”
3. The conditions of any waiver state that the camp must be “conditionally accredited,” which may occur if the waiver addresses a substantial deficiency.
4. The conditions of any variance or waiver are scored “noncompliant.”
5. More than 20 percent of the total scores are “deviations.”

As noted under the subsection *Camp Response to Noncompliant and Deviation Findings*, if the camp corrects a noncompliant finding while the assessment team is present, the finding should be scored as a deviation and not noncompliant. If this is not possible, but the findings are relatively minor and the camp’s program and corrective action plan is strong, the assessment team may request that the area camp assessment chair obtain a waiver of mandatory conditional accreditation from the region camp assessment coordinator or designee. If the waiver is granted, the camp may be accredited until such time as the corrective action plan is completed.

As discussed in *Camp Response to Noncompliant and Deviation Findings*, the council and camp leadership should develop a corrective action plan with the camp assessment team to correct any noncompliant findings or an excessive number of deviations. Most noncompliant findings should be addressed within a week or two, unless the council demonstrates that more time is needed

and the additional time will not adversely affect the health or safety of the campers or result in an unacceptable level of program delivery. If a mutually agreed upon schedule cannot be developed while the assessment team is onsite, the assessment team should consult with area leadership. Once the schedule is established, or upon direction from area leadership granting more time to develop the corrective action plan, conditionally accredited credentials should be granted.

A camp may terminate its conditionally accredited status by submitting to the area camp assessment chair proof of completion of its corrective action plan. The area camp assessment chair will schedule a reassessment, if necessary, restore accredited status or deny the request.

Denial of Accreditation

A camp may be denied accreditation if:

1. Any applicable standard, any term or commitment of its Authorization to Operate, or the conditions of any variance or waiver, is scored “noncompliant” and
2. Either the camp is already conditionally accredited or the camp poses an imminent danger to life or health, and this danger cannot be eliminated by closing parts of the camp or program.

If the camp assessment team believes that denial of accreditation may be appropriate, it must consult immediately with area leadership. Area leadership will work with council leadership to develop a corrective action plan to restore either conditionally accredited or fully accredited status.

A camp that is denied accreditation is not required to close during its current season, unless there is imminent danger to life or health, but it may not reopen the following season using the name, trademarks, or trade dress of the Boy Scouts of America without approval from the area and region.

Any denial of accreditation is subject to automatic review by the regional camp accreditation committee.

Request for Review of Authorization

If a camp assessment team determines that there are pervasive problems at a camp that draw into question whether its program delivers the promise of Scouting or may injure the Scouting brand—whether or not the camp meets the criteria for accreditation or conditional accreditation—the camp assessment team shall document those findings in the narrative assessment and request that the region review the authorization. **A camp assessment team is not authorized to issue a conditional accreditation or denial of accreditation unless the conditions outlined in the section on “The Accreditation Decision” are met.**

REOPENING AND REVOCATION OF ACCREDITATION OR AUTHORIZATION

REVOCATION OF ACCREDITATION

A camp that has been conditionally accredited and fails to comply with the terms of the conditional accreditation may have its accreditation status revoked at any time by the area president, area director, and area vice president of outdoor adventure or by the regional camp accreditation committee. The area or region will provide written notice of such revocation.

A camp that has been conditionally accredited for three years in a row, regardless of the reason, may have its accreditation status revoked at any time by the area president, area director, and area vice president of outdoor adventure or by the regional camp accreditation committee. The area or region will provide written notice of such revocation.

Appeal of any such revocation shall be to the regional camp accreditation committee.

Accreditation is automatically lost if the council loses its charter as a local council of the Boy Scouts of America. Automatic loss of accreditation in this circumstance is not appealable under NCAP.

REOPENING OR REVOCATION OF THE AUTHORIZATION TO OPERATE

Conditional accreditation of a camp may require reopening of the Authorization to Operate to incorporate additional terms and conditions that the camp must meet to restore full accredited status. Revocation of any camp accreditation will trigger reopening of the entire Authorization to Operate and may result in additional conditions or potential revocation of the Authorization to Operate.

Reopening or revocation of an Authorization to Operate may be initiated at any time by the area camp assessment chair, area president, or area director or by the regional camp accreditation committee. Any such reopening or revocation will occur only after notice and an opportunity to respond by the local council and will be decided by a panel of the regional camp accreditation committee.

The Authorization to Operate is automatically lost if the council loses its charter as a local council of the Boy Scouts of America. Automatic loss of the Authorization to Operate in this circumstance cannot be appealed under NCAP.

APPEALS PROCEDURE

Informal resolution of a camp assessment disagreement. If a council disagrees with the decision of the camp assessment team, it should contact the area camp assessment chair for informal resolution. If informal resolution is not successful, an appeal should be filed.

Appeal of a camp assessment team accreditation decision. An appeal of a camp assessment team accreditation decision must be filed in writing with the area director within two weeks of the camp assessment and should set forth the basis for the council's argument for why the findings of the camp assessment team should be set aside or its accreditation decision changed. The appeal will be decided by the area president, area director, and area vice president of outdoor adventure after consultation with the area camp assessment chair, or, at the area's discretion, the appeal may be referred to the regional camp accreditation committee. The area or region, as appropriate, will determine whether any additional conference or submittals are needed and will communicate its decision to the council and the area camp assessment chair.

Appeal of an area accreditation decision to the region. If the area president, area director, and area vice president of outdoor adventure uphold the action of a camp assessment team to conditionally accredit, or if the area determines to revoke an accreditation, this action may be appealed to the regional camp accreditation committee. The appeal must be filed in writing with the area director within two weeks of the decision of the area and should set forth the basis for the council's argument for why the decision of the area should be set aside or its accreditation decision changed.

Appeal of an accreditation decision referred to the region. If a panel of the regional camp accreditation committee upholds a camp assessment team action conditionally accrediting a camp upon referral from the area, or if a panel of the regional camp accreditation committee reopens, conditions, or revokes an Authorization to Operate, this action may be appealed to the regional camp accreditation committee. An appeal to the regional camp accreditation committee must be filed in writing with the area director within two weeks of the initial decision and should set forth the basis for the council's argument for why the findings of the region should be set aside or its accreditation decision changed. The appeals will be heard by a different panel of the regional camp accreditation committee.

Discretionary review of the decision of the regional camp accreditation committee.

The decision of the regional camp accreditation committee is final unless a discretionary review by the regional board is allowed by the region director or region president. There is no appeal from the decision of the regional board.

NATIONAL CAMP STANDARDS AND RECOMMENDED PRACTICES

The national camp standards consist of two parts: the standards, which are mandatory for any covered facility or activity; and the recommended practices, which are best practices that all camps are encouraged to follow.

Standards are designated by a two-letter code indicating the type of standard:

PD = Program Design; PS = Program Substantive; PT = Trek Camp; SQ = Staff Qualification and Training; HS = Health and Safety; FS = Commissary and Food Service; FA = Facilities; and AO = Administration and Operational Management. Recommended practices are designated RP and are included at the end of the standards category to which they apply.

The national camp standards and recommended practices are organized in the following manner to assist with review and interpretation:

Title. A brief descriptive title for the standard or recommended practice, used for reference.

Revised date. The date the standard or recommended practice becomes effective; assures that the most current standard or recommended practice is being used.

Applies to. This section describes which camp properties and camps are subject to the standard or recommended practice. A standard that applies to a camp property also applies to all camps and/or COPE or climbing courses located on the camp property.

Standard or Recommended Practice. This section sets forth the standard or recommended practice in declarative form.

Specified Requirements of the Standard. This section provides more detailed requirements for what the standard requires. Both the standard and the specific requirements of the standard must be met to satisfy a standard unless the camp has a variance or waiver from a standard.

Interpretation. This section, when present, provides additional interpretative assistance to councils and camp assessment teams in applying the standard or recommended practice to real-world situations.

Verification. This section describes the steps that the council should take, and the camp assessment team review, to demonstrate compliance with the standard or recommended practice.

STANDARD:


Camp staff and camp personnel have received training commensurate with their responsibilities in accordance with a written training plan approved by the appropriate council committees.

Applies to:


Day
camp



Family
camp




Resident
camp



Trek
camp



Specialty-
adventure
camp



High-
adventure
camp

Specific Requirements of the Standard:

- A. The camp has a written training plan approved by the appropriate council committees that sets forth the training requirements and general syllabus for each staff position or group of positions. Training includes training in the plans and procedures required under Standards AO-804 Camper Security and AO-805 Emergency Procedures.
- B. For all camps, the training plan includes the required presentation Camp Staff Youth Protection Training, No. 430-149. A roster of participants and those completing Youth Protection training is forwarded to the council office at the completion of training.
- C. For day camps and family camps, the training plan provides, and the camp director and program director (day and family camps) and area leads (day camps) received, four hours of training (for an overnight family camp or a one-day day camp) or eight hours of training (for all family camps and day camps of greater duration) prior to the start of the camp's program. Other staff received appropriate training as set forth in the training plan approved by the appropriate council committee.
 1. The training plan includes the National Camping School Camp Security and Stress Management sessions.
 2. For Cub Scout day camps, training should follow the agendas in the *Day Camp Administration Guide*, No. 430-338, and/or the *Cub Scout Day Camp Staff Training Guide*, No. 13-166.
- D. For resident camps and trek camps, the training plan provides and the staff received a minimum of 28 hours of staff training. This training must be over and above any physical setup of camp, e.g., tents for campsites, cleaning of buildings, etc. Training sessions for the development of outdoor skills, leadership, teaching, and other position-related skills are included in the written staff training plan.
 1. The training is supervised by key personnel trained at a National Camping School.

GENERAL CAMP STAFF TRAINING

SQ-402

(Revised January 1, 2016)

Applies to:

Day
camp

Family
camp

Resident
camp

Trek
camp

Specialty-
adventure
camp

High-
adventure
camp

2. A minimum of 10 more hours of staff training is required for each additional type of resident camp. A written outline that is program-specific (Cub Scout, Boy Scout, or Venturing) is used and conducted by key camp personnel and/or council personnel. If the same staff that was used for a Cub Scout or Boy Scout resident camp is used for the Venturing camp, staff must be briefed as to the methods and practices of Venturing, how Venturing relates to Cub Scouts and Boy Scouts, gender-related issues, and the Venturing awards program.

- E. Staff first-aid training. At least 50 percent of staff must be currently certified in American Red Cross CPR/AED or approved equivalent. At least 50 percent of staff must be currently certified in American Red Cross Standard First Aid or approved equivalent. The total ratio of trained staff (or volunteers) to campers must not be less than 1:40 effective 2014 and 1:25 effective 2017.
- F. All staff complete Weather Hazard training (valid for two years). Proof of training is required for staff completing the course in advance. Training is available at <http://www.scouting.org> and <http://www.myscouting.org>.
- G. For *all* camps, the training plan communicates that all employees must go online annually and take Unlawful Harassment Prevention training, which includes reading and agreeing to the Scouter Code of Conduct. A roster of participants who have completed the online training is maintained at the council office. Prior to, or upon arrival at camp, each employee must provide a copy of the certificate showing his or her successful completion of the training.

INTERPRETATION:

For purposes of Requirement E, staff required to have CPR and first-aid training excludes volunteers, CITs, den chiefs, and similar individuals. In cases of doubt, the council should request clarification of training requirements in its Application for Authorization.

For purposes of Specific Requirement G for all-volunteer staffed day camps and family camps, the camp director, program director, and area directors or others who exercise supervisory authority over other volunteers must receive the Unlawful Harassment Prevention training.

Camp Staff Youth Protection Training, No. 430-139, is available online at <http://www.scouting.org/NCAP>.

VERIFICATION:

- Review of training received through interviews and questions of staff
- Review of completed training rosters

STANDARD:

Camp managers meet current BSA qualification criteria.

Specific Requirements of the Standard:


- A. The camp director, base director, or reservation director (in multiple camp facilities):
1. Is at least 21 years of age.
 2. Training:
 - a. For resident, trek, specialty-adventure, and high-adventure camps, possesses a valid certificate of training from the Resident Camp Administration section of National Camping School.
 - b. For day camps, possesses a valid certificate of training from the Day Camp Administration section of National Camping School.
 - c. For family camps, are trained annually by the council family camping administrator in family camping management.
 3. Camp/reservation directors have no other camp duties.
 - a. At a resident camp or trek camp, the camp/reservation director lives on-site.
 - b. At day and family camp, the camp director does not need to live on-site unless youth staff remain on-site overnight.
- B. The program director of a resident camp or day camp:
1. Is at least 21 years of age.
 2. Training:
 - a. For resident camps, possesses a valid certificate of training from the Resident Camp Administration section of National Camping School.
 - b. For day camps, possesses a valid certificate of training from the Day Camp Administration section of National Camping School.
 3. In a resident camp, the program director has no other camp duties and lives on-site. Day camp program directors do not need to live on-site unless youth staff remain on-site overnight.
 4. Trek camps do not require a program director and may use an individual as both program director/trek director if appropriately certified.

Applies to:


Day
camp



Family
camp




Resident
camp



Trek
camp



Specialty-
adventure
camp



High-
adventure
camp

CAMP MANAGEMENT

SQ-403

(Revised January 1, 2016)

Applies to:

Day
camp

Family
camp

Resident
camp

Trek
camp

Specialty-
adventure
camp

High-
adventure
camp

- C. The professional staff advisor or volunteer Cub Scout and Webelos day camp administrator:
1. Is at least 21 years of age.
 2. Possesses a valid certificate of training from the Cub Scout/Webelos Scout Day Camp Administration section of National Camping School.
- D. The council's family camp administrator:
1. Is at least 21 years of age.
 2. Possesses a valid certificate of training from the Resident Camp Administration section of National Camping School.

INTERPRETATION:

Under SQ-403, all camps are required to have an on-site camp director and program director, except trek camps as described below. In reservation settings where multiple camps are present at the same camp property, the overall reservation may share a camp director (or a program director), but each camp must have its own program director (or camp director).

The director of a subcamp in a multiple-camp facility possesses a valid certificate of training from the current Resident Camp Administration section of either the former Resident Camp Management or Program sections of National Camping School.

Camp directors holding a valid certificate of training from the former Resident Camp Management section of National Camping School meet the requirements of this standard.

Program directors holding a valid certificate of training from the former Program section of National Camping School meet the requirements of this standard.

Trek camps require a camp director and an individual who possesses a valid certificate of training from the Trek Leader section of National Camping School. These may be the same individual. Trek camps based at a resident camp may share a camp director with the resident camp but then must have a separate trek director, who may be the same person as the program director if that person is appropriately qualified.

VERIFICATION:

- Documentation of age
- Evidence of current National Camping School training

STANDARD:

The camp has completed required BSA reports in a timely manner.

Reports include:

- A. Annual National Camping Report
- B. National BSA incident reports, as necessary
- C. Interim Progress Reports, as required in the Authorization to Operate or upon request of the BSA region.

Applies to:



Camp properties



Day camp




Family camp




Resident camp



Trek camp



Specialty-adventure camp



High-adventure camp



COPE/
Climbing

INTERPRETATION:

The council completes the annual National Camping Report, which includes basic statistical and quality information, in accordance with the instructions issued. Reports are timely if submitted by the date specified in the instructions.

Incident/Claim Reporting

Incident Reporting via MyBSA online reporting resources were implemented in the first quarter of 2009. Since 2010, all injuries, illnesses, and incidents requiring the intervention of a medical provider beyond basic Scout-rendered first aid shall be reported using this system.

This lower threshold of reporting expands upon prior requirements for periods of unconsciousness, inpatient hospital admission, surgical intervention, and fatalities. The examples below illustrate the new reporting requirements.

Example: A camper cuts his finger and goes to the health lodge for first aid. In this example, reporting is not required but it can be entered. The cut is minor, requiring only cleansing of the wound and application of an antibiotic and a bandage. Even though first aid was accomplished by the camp health officer, the Scout could have accomplished the same basic first aid himself. However, if the same cut requires stitches to close, the incident is reportable.

Example: An adult at camp reports chest pain. An ambulance is called and the adult is checked at a local hospital, then released. This incident is reportable.

Example: A youth falls and complains of a headache. He is checked at the local hospital and released back to camp. This incident is reportable.

Camps with limited or no Web access will need to capture the information using the Incident Information Report, No. 680-016, and establish a method to enter the incidents within five working days. Near misses in COPE, climbing/rappelling programs, or pilot programs shall also be reported using this method with the Near Miss Incident Information Report, No. 680-017. If an incident

(Revised January 1, 2016)

Applies to:

Camp properties

Day camp

Family camp

Resident camp

Trek camp

Specialty-adventure camp

High-adventure camp

COPE/
Climbing

involves a fatality or other catastrophic incident, including multiple serious injuries or illnesses, report the incident immediately and follow the council's crisis communication plan.

Note: It is important to conduct complete and thorough reporting. **The treatment documented in this First Aid Log is not injury, illness, or incident reporting; it is merely documentation of the treatment provided or the routine drugs administered.**

The incident information reports can be found online at http://www.scouting.org/filestore/pdf/680-016_fillable.pdf and http://www.scouting.org/filestore/pdf/680-017_fillable.pdf.

Additional Reporting

Near misses in COPE, climbing/rappelling programs, or pilot programs shall also be reported using this method with the Near Miss Incident Information Report, No. 680-017.

The Interim Progress Report is filed by councils, typically after the third year of authorization, to report on whether they are making continuous progress on improving staffing, program and program equipment, facilities, sustainability, marketing and communication, and attendance and participation. It may also be used to revise the camp strategic improvement plan discussed in standard AO-810. The Interim Progress Report may also be required at other times by the regional camp accreditation chair or regional director, typically upon request by the area.

VERIFICATION:

- Reporting is verified by the National Council, which will communicate concerns to the camp assessment team, and during the application and authorization process.
- Review copy of Interim Progress Report (required for councils after third year of authorization, beginning 2017 camping season).

STANDARD:

The camp participates in the BSA Continuous Camp Improvement Program that addresses improvements in:


- Staff
- Program
- Program equipment
- Facilities
- Sustainability
- Marketing and communication
- Attendees and participation

Applies to:


Day
camp




Family
camp




Resident
camp



Trek
camp



Specialty-
adventure
camp



High-
adventure
camp



COPE/
Climbing

Specific Requirements of the Standard:

- A. The council has performed an analysis to identify its stakeholders and involved them in gathering information on areas of possible improvement and areas of strength.
- B. Effective January 1, 2017, the camp has a camp strategic improvement plan that identifies one or more areas of improvement and one or more areas of strength that the council will address over the next four to seven years, which collectively address at least five of the continuous camp improvement categories. For each identified area, the plan sets forth improvement measures, an approximate time for initiation and completion, and how the camp will determine the success of its measures.
- C. Each year, the council will develop an annual camp improvement plan that identifies one or more areas of improvement and one or more areas of strength that the camp will address during the year, which collectively address at least four of the continuous camp improvement categories. Some of these measures may be based on the camp strategic improvement plan and some should be based on postcamp/ precamp inspections, camp staff reports, customer satisfaction surveys, or other feedback. For each area identified, the council determines a goal, a quantitative metric, and success criteria.
- D. Annually, the council collects data that indicates progress on the measures, and at the start of the following season includes in the Declaration of Readiness a report on the goals, their success criteria, and whether the goals were achieved.

CONTINUOUS CAMP IMPROVEMENT

AO-810

(Revised January 1, 2016)

Applies to:

Camp properties

Day camp

Family camp

Resident camp

Trek camp

Specialty-adventure camp

High-adventure camp

COPE/
Climbing

INTERPRETATION:

The continuous camp improvement program is the heart of Scouting's effort to provide a better experience to each camper each year. Detailed guidance on the continuous improvement process is provided in the *Guide to the Continuous Camp Improvement Program*. The standard requires that the council and camp participate in the process contemplated by the standard and does not require the camp to successfully complete each goal. It is the process of identifying goals, measures, and metrics, and completing them that will elevate camp performance.

Specifically, Requirement A emphasizes that all stakeholders should have a role in the process. The best program is a collaboration of the council professionals, volunteers, camp staff, and camp users.



Requirement B is the multiyear camp strategic improvement plan. It is intended that this plan ultimately work in concert with the Application and Authorization to Operate process, where the plan is prepared and submitted with the application and then updated during the Interim Progress Report. Beginning with councils submitting their Application for Authorization in 2016, councils will be rolled into this process. Until then, councils are to develop a plan that takes them to or beyond their next application period. This requirement will become an enforceable part of the standard in 2017, but councils are encouraged to start well before January 1, 2017. The camp strategic improvement plan is not a term or condition of the Authorization to Operate.

Requirement C is the annual or seasonal improvement plan. These are the specific steps that the council will take during the year. Some of these may come from the camp strategic improvement plan identified in Requirement B, while others will be items that come up from camp staff, customer satisfaction surveys, or the work of council professionals or committees. The goals should be specific, measurable, attainable, realistic, and have a targeted metric that can be tracked to show progress. The annual plan should be revised as needed during the season to address customer feedback and improve the camper experience.

Camps that operate off camp property should review the existing facilities for adequacy and may propose steps (such as negotiating for improvements or relocating), but are not expected to provide for physical improvements to noncouncil property.

VERIFICATION:

- The authorization writer will review the camp strategic improvement plan for consistency with BSA standards and continuous camp improvement goals. The approved plan will be attached to the Authorization to Operate.
- The camp assessment team should review the Authorization to Operate and any attached camp strategic improvement plan, and comment on whether steps called for in the camp strategic plan were implemented timely in the report. However, an explained failure or delay is not the basis for a noncompliant or deviation finding if the council has made other improvements.
- On the annual plan, the camp assessment team should review the Declaration of Readiness to ensure it includes: 1. the prior year's goals, metrics, and success criteria, and whether the goals were successfully achieved and, if not, any lessons learned; and 2. the current year's goals, metrics, and success criteria. Effective January 1, 2017, failure to have prepared and measured goals in the prior year reported in the Declaration of Readiness or failure to have prepared and be measuring goals in the current year by the date of assessment warrants a noncompliant finding. Partial or late compliance should be noted with a deviation.

Applies to:A black circle with a white border containing the text "Day camp".A black circle with a white border containing the text "Family camp".A black circle with a white border containing the text "Resident camp".A black circle with a white border containing the text "Trek camp".A black circle with a white border containing the text "Specialty-adventure camp".A black circle with a white border containing the text "High-adventure camp".A black circle with a white border containing the text "COPE/Climbing".

GLOSSARY

Accreditation. Accreditation is granted to a camp that meets the requirements of the national camp standards and its Authorization to Operate. Accreditation may be conditional.

annual camp improvement plan. The annual list of one or more areas of improvement and one or more areas of strength, the improvement goal for each such area, the metrics used to measure progress toward the goal, and the criteria by which success will be measured. Collectively, at least four of the seven categories should be addressed in the plan.

AO-8xx is an administration and operational management standard.

Application to Operate. The Application to Operate is filed by the council and lays out the business plan, program design, and quality and sustainability commitments for the council's camping programs. It forms the basis for the Authorization to Operate.

applies to. Lists the types of camps to which the standard or recommended practice typically applies. Final decisions on applicability are included in the Authorization to Operate.

assessment. The process used to determine whether a camp is complying with the national camp standards and its Authorization to Operate (if issued).

Authorization to Operate. The Authorization to Operate is issued by the region (for local councils) or the National Council (for national camping programs) and authorizes the camping and outdoor program offered by the council. It contains the specific requirements for the camp and the council's sustainability and quality commitments. Authorizations to Operate may be conditional.

camp. Camp includes any day camp, family camp, resident camp, trek camp, specialty-adventure camp, high-adventure camp, COPE course, or climbing and rappelling course. COPE courses and climbing and rappelling courses are sometimes referred to collectively as "COPE/climbing courses."

camp assessment. Camp assessment is an on-site review of camp operations, conducted by the National Council (for national camps), the area (for local council camps), or the council (for Cub Scout day camps and family camps) to assess conformance with the standards and make recommendations for program improvement.

camp property. Camp property is any property, whether owned, leased, licensed or permitted, over which a council exercises long-term control and which is made available to BSA units or individuals for use in BSA program activities.

camp strategic analysis. Camp strategic analysis is a process to review components of camp program, facilities, and financial quality and sustainability. All councils participate in the Camp Strategic Analysis Short Form. Based on the short form, some councils will undertake full camp strategic analysis.

camp strategic improvement plan. The four- to seven-year plan developed by a local council for each camp that lists one or more areas of improvement and one or more areas of strength that the

GLOSSARY

council seeks to address. Each area is given a goal for improvement, a metric, and criteria for how success will be determined. Over the course of the plan, at least five of the seven continuous camp improvement categories will be addressed.

climbing and rappelling course. A climbing and rappelling course is a council-operated program where participants climb, boulder, or rappel on natural rock sites, boulders, and artificial climbing structures.

commitments. Commitments are discrete, measurable goals that are made by the council on program quality, facilities quality, and council camping program sustainability and that are incorporated into the Authorization to Operate.

compliant. A compliant finding is a passing finding issued during a camp assessment and recognizes that the camp fully meets the requirements of a standard.

conditional accreditation. A conditional accreditation is issued as a result of a camp assessment or self-assessment where there is a noncompliant finding for a standard or where more than 20 percent of assessed items are graded as deviations.

conditional authorization. A conditional authorization is issued as a result of either an Application to Operate or upon recommendation of a camp assessment team where serious questions have been raised about the quality and safety of the council's camping program or a particular camp. A conditional authorization will establish terms and conditions that the council must meet to continue to operate the camping program or camp.

COPE course. COPE course is defined as any constructed and/or portable challenge elements that are part of a challenge course program operated by the council either as part of a camp or on a stand-alone basis. Scout camp structures such as monkey bridges, obstacle courses, and pioneering towers are not a COPE course component unless included in a challenge course program.

corrective action plan. A corrective action plan is developed by the council in consultation with the camp assessment team or area leadership to address any noncompliant findings or excessive deviations. Based on a corrective action plan, the camp may continue its accredited status, be conditionally accredited, or if the plan is insufficient, have its accreditation denied.

day camp. Day camp is a council-organized program of one to five or more days under council-retained leadership at an approved site during daylight or early evening hours but not overnight. The program may operate at the Tiger Cub, Cub Scout, Webelos Scout, Boy Scout, Varsity Scout, Venturer, or Sea Scout level.

deviation. A deviation is a passing finding issued during a camp assessment and is a nonconformity with the standards that does not rise to the level of a noncompliant finding (failure). Deviations are

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used to apprise the council of weaknesses in its program that it should consider. Correction of the deviation is strongly recommended as soon as possible and not later than the next camping season. Repeated deviations of the same standard will be classified as noncompliant.

extended event. Extended events are council organized and operated events that last more than 72 hours and may include programs such as training courses or camporees. The standards and the Application/Authorization process do not apply to events such as camporees or training programs, but they are recommended for consideration in the design of those programs.

FA-7xx is a facilities standard.

family camp. Family camp is a council-organized overnight or longer event for Cub Scouts (including Webelos Scouts) and their families that involves more than one pack where the council provides the staffing and program. These events are often referred to as parent/pal, mom and me, or adventure weekends. Family camps for Boy Scouts, Varsity Scouts, Venturers, or Sea Scouts may also be accredited upon application of the council.

FS-6xx is a commissary and food service standard.

high-adventure camp. High-adventure camp is a trek camp that meets the following additional criteria:

1. Participation must be limited to older Boy Scouts, Varsity Scouts, and Venturers who are at least age 13 by September 1 of the year they take part. Councils may establish older age requirements.
2. The staff must be trained in the outdoor specialties offered in the program as specified in these standards.
3. A high-adventure program includes action, adventure, challenge, an increased level of excitement, and vigorous activity.
4. Participants undergo preparation prior to a program that is a high-adventure experience.
5. For high-adventure recognition, the program must be at least five nights and six days in length.

HS-5xx is a health and safety standard.

improvement plan. An improvement plan is an agreed course of action that a council will implement as a result of going through the Camp Strategic Analysis process. Improvement plan commitments and milestones will be included in the authorization.

intent to operate. The intent to operate is an annual notice of the camps that a council will operate, usually filed electronically at the request of the National Council. The notice of intent is typically requested in October of the year before the camp will operate.

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interpretation. Interpretation is a section in some standards and recommended practices that provides additional materials to support understanding of the standard or recommended practice.

NCAP is the National Camp Accreditation Program.

noncompliant. A noncompliant finding is issued where a camp assessment team determines that a camp is not complying with a standard. A noncompliant finding requires corrective action. Correction of the noncompliant finding is strongly recommended as soon as possible and no later than the next camping season.

PD-1xx is a program design standard.

PS-2xx is a program substantive standard.

PT-3xx is a trek camp standard.

recommended practice. A recommended practice is a nonmandatory part of the national camp standards. Recommended practices are abbreviated “RP.”

resident camp. Resident camp is defined as follows:

1. For Cub Scouts and Webelos Scouts, a council-organized overnight camp of at least two consecutive nights in duration that operates under council-retained leadership.
2. For Boy Scouts and Varsity Scouts, a council-organized overnight camp of at least five consecutive nights in duration that operates under council-retained leadership.
3. For Venturers and Sea Scouts, a council-organized overnight camp of at least three consecutive nights in duration that operates under council-retained leadership.

specialty-adventure camp. Specialty-adventure camp is a council-organized camp that meets the following criteria:

1. The camp meets the standards for a resident camp or trek camp but does not need to have an overnight element.
2. Participation must be limited to older Boy Scouts, Varsity Scouts, and Venturers who are at least age 13 by September 1 of the year they take part. Councils may establish older age requirements.
3. The staff must be trained in the outdoor specialties offered in the program as specified in these standards.
4. A specialty-adventure program includes action, adventure, challenge, an increased level of excitement, and vigorous activity.
5. Specialty-adventure programs are at least three days in length.

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standards. A standard is a mandatory part of the national camp standards. It consists of the standard and the specific requirements of the standard. Standards are supplemented by interpretation, which provides guidance on how the standard or specific requirements are to be applied in practice.

template authorization. In reference to day camp or family camp, template authorization means that the council is authorized to offer the camps at multiple locations or occasions using a common program. Using different themes does not prevent template authorization.

terms and conditions. Terms and conditions are requirements set forth in an Authorization to Operate.

trek camp. Trek camp is a council-organized overnight camp of at least three consecutive nights in duration, on or off council property, on land or water, and involving the participants moving from place to place, all operating under the overall supervision of council-retained camp leadership.

variance. A variance is issued in writing by the National Standards Commission that allows a camp to permanently vary from a requirement of the national camp standards upon demonstration that the variance provides equivalent program quality and safety. A variance may be conditioned. *See also* waiver.

verification. A section of the standard or recommended practice that provides guidance to an assessment team on how to determine whether the camp is complying with a standard or recommended practice.

waiver. A waiver is issued in writing by the region that allows a camp to vary for one season from a requirement of the national camp standards. A waiver may be conditioned upon meeting similar safety and quality goals. *See also* variance.

