

**Charter organization:** Sanctuary Church, 185 Plain St., Marshfield MA.

**Website:** [www.troop101marshfield.org](http://www.troop101marshfield.org)

This information was designed for the parents and scouts of Troop 101, so that they might have a better understanding of the Boy Scout program.

Without your constant support, the program that has been designed for your son cannot be as strong and fulfilling as we would like. We thank you in advance for your help in fulfilling our goal of a meaningful and long-lasting experience for our Scouts.

Joining Requirements – forms are available at <http://www.troop101marshfield.org/scouting-101/>

- 1) Every new Scout must meet the age requirements: be 11 years old, or has completed the fifth grade, or earned the Arrow of Light Award and is at least 10 years old, but is not yet 18 years old.
- 2) Complete a Boy Scout membership application
- 3) Complete the annual BSA Annual Health and Medical form
- 4) Provide copy of health insurance card (front and back)
- 5) Complete the Troop 101 Parent/Family Information form.
- 6) Pay annual dues, checks made payable to Troop 101 Marshfield

The Scout is responsible for:

- Contacting the Scoutmaster to request a Scoutmaster conference.
- Requesting a Board of Review from troop leaders.
- Contacting merit badge counselors for earning merit badges.
- Proper behavior at ALL Scouting activities.
- Bringing information on outings and events home, and to review information with his parents.
- Wearing proper Scout uniform to meetings

The troop is responsible for:

- Providing a well-rounded program for the Scouts.
- Providing adult leadership to help the Scouts advance in rank.
- Providing an interesting program for the Scouts so that they will not get bored.

The parents are responsible for:

- Volunteer whenever possible
- Consider assisting the troop either as a leader, committee person, an activity coordinator, or a merit badge counselor.
- Stay informed - Attend the beginning and endings of troop meetings at a minimum. Listen to the announcements. Scouts forget to tell their parents things! Visit the website frequently and read the "WEEK IN SCOUTING" weekly newsletter

**The more parent volunteers the troop has, the higher quality of programming the troop can offer.**

## **IMPORTANT TERMS TO KNOW**

### **BOY SCOUT:**

A youth who is under 18 years old, that wants to learn about interesting things, develop life skills, better themselves, and have fun doing them.

### **RANKS:**

Ranks are the levels that a Boy Scout earns by completing specific skills requirements. The ranks are as follows (in order):

SCOUT  
TENDERFOOT  
SECOND CLASS  
FIRST CLASS  
STAR  
LIFE  
EAGLE

**PATROLS** – The Scouts are grouped in patrols with 4-7 Scouts generally. Patrol members will elect a Patrol Leader to represent them at the Patrol Leaders' Council (PLC), the monthly troop planning meeting.

### **MERIT BADGE:**

Merit Badges are the second main area of the Boy Scout advancement program. Unlike ranks, there is a degree of choice in the merit badge program. A sub-group of merit badges are known as Eagle required merit badges.

Merit Badges represent achievements in areas of interest and are intended to teach life skills and allow Scouts to examine subjects to determine if they would like to further pursue them as a career or vocation.

### **BLUE CARDS:**

Blue cards are the record of the Scout earning a merit badge. There are three copies to each blue card: one for Council, one for the Troop Advancements Chair and one that the Scout retains.

### **BOARD OF REVIEW (BOR):**

The board is a group of adults (at least 3) that meet with a Scout who has completed the requirements to advance to the next rank. Boards of Review are granted at the earliest possible opportunity. Passing a Board of Review is the final step to earning a rank. The Scout advances to the next rank on the day he passes his BOR. The Scout will be recognized formally for his advancement at the next scheduled Court of Honor.

### **COURT OF HONOR (COH):**

A Court of Honor is a periodic awards ceremony that publicly recognizes Scouts for their successful achievements and provides incentive for other Scouts to advance. Troop 101 schedules COH four times throughout the year. **IT IS STRONGLY RECOMMENDED THAT PARENTS AND FRIENDS ATTEND COURTS OF HONOR AND SHOW SUPPORT FOR OUR SCOUTS.**

## **BOY SCOUT UNIFORM GUIDELINES**

The uniform habit of the Scout is a sign of scout spirit. In an effort to maintain a uniform appearance, thereby instilling a team effort in our troop, the following uniform guidelines should be followed:

CLASS A: Boy Scout dress shirt, with insignia placed appropriately, scout pants or shorts (no jeans, khakis are ok), scout belt and buckle, scout socks, neckerchief and a slide.

CLASS B - Boy Scout or Troop T-Shirt.

You will need to purchase a Class A uniform shirt for your son. Some donated uniforms may be available within the troop - inquire with the Troop Committee Chair.

### Here are the things your son will need:

- Boy Scout uniform shirt (if you upgraded to the tan uniform shirt in Webelos, you're all set)
- Green uniform pants (this is not an urgent requirement, khakis are ok; jeans are not allowed)
- Mayflower Council patch (worn on the shoulder, same as Cubs)
- World Crest emblem (purple – same as Cubs)
- Green 101 Unit numbers and shoulder loops
- Hat (optional)
- Neckerchief and slide are provided by the Troop
- Green merit badge sash (may purchase eventually, not urgent requirement)
- Class B uniform quick dry shirts for campouts

### Scout Handbook

The handbook is required to proceed through the ranks. It is a wealth of information and learning. It is also where the Scoutmaster, Assistant Scoutmaster, Senior Patrol Leader, Review Board and your son will record his progress toward rank advancement.

### Where to buy BSA items

On line at <https://www.scoutshop.org/>

To purchase locally visit New England Base Camp Scout Shop (Sayre) 411 Unquity Rd, Milton, MA 02186  
Phone: (617) 361-0315 Directions and hours can be found online.

### Where to buy outdoor gear

Eastern Mountain Sports, REI, Campmor, Dick's Sporting Goods. There are also good online resources such as Sierra Trading. Some outfitters offer scouting discounts with BSA membership card.

### What to Wear, When

Every Scout should wear his Class A uniform to the troop meetings!

Class A uniforms are expected to be worn properly and with pride. They are to be kept neat and tucked in, with covered toe footwear (no sandals or Crocs). Class B uniforms can be worn at most campouts and outings; at times Class A is also required at an outing. Uniform announcements will be made.

Proper footwear is required for outings. Hikes require a decent pair of boots, and winter weather activities require winter cold weather gear and attire. Because Boy Scouting is an outdoor program, we will encounter rain. Proper rain gear is also necessary.

## **LEADERSHIP POSITIONS** – THE MORE POSITIONS WE FILL THE BETTER OUR PROGRAMMING WILL BE

### **SCOUT LEADERSHIP POSITIONS: First Class Rank and above are expected to have a leadership role**

Elections held twice annually by Scouts in the months of January & June

SENIOR PATROL LEADER (SPL): The Scout in charge of the other Scouts.

ASSISTANT SENIOR PARTROL LEADER (ASPL): The Scout that assists the Senior Patrol Leader.

PATROL LEADER (PL): The Scout in charge of the group of Scouts in his patrol.

ASSISTANT PATROL LEADER (APL): The Scout that assist the Patrol Leader.

TROOP GUIDE: Older Scouts that help teach newer Scouts how a troop works.

INSTRUCTOR: Older Scout that teaches skills required for Tenderfoot, Second class & First Class ranks.

LIBRARIAN: The Scout in charge of the troop's merit badge pamphlets and books.

SCRIBE: The Scout in charge of recording attendance and dues, takes notes at PLC and distributes.

HISTORIAN: Scouts in charge of tracking the special events and activities of the troop.

QUARTERMASTER: Scout in charge of the troop's equipment.

ORDER OF THE ARROW (O/A) REPRESENTATIVE: Attends OA meetings once a month at District Roundtable. Provides reports to all troop OA members. Holds elections twice a year.

SCOUT-IN-CHARGE (SIC) – Any rank. Be the SIC for a campout/outing or a community service project.

Working with parents or Scoutmaster, the SIC coordinates an activity, brings the information to the troop during troop meetings, creates sign-up sheet, etc.

### **ADULT LEADERSHIP POSITIONS:**

SCOUTMASTER: Works with Scouts; trains and guides the boy leaders who run the troop.

ASSISTANT SCOUTMASTERS: help the Scoutmaster.

JUNIOR ASSISTANT SCOUTMASTER: Scout who is at least sixteen years old and an Eagle Scout, who working with Scoutmaster, supervises and supports the other boy leaders.

TROOP COMMITTEE CHAIRPERSON: The person that heads the troop committee.

TROOP COMMITTEE: A group of parents that support the troop program and troop activities.

ADVANCEMENT CHAIRPERSON: Person responsible for recording all rank advancements for individual scout records. Oversees Board of Reviews

TREASURER: Tracks, records and reports on the troop's finances. Reviews, approves and issues checks for disbursements. Deposits funds as needed.

SECRETARY: Records minutes of meeting and handles communications.

FUNDRAISING PERSON(S): Responsible for coordinating the fundraising efforts of the troop.

OUTDOORSMAN PERSON: Get Tour Permits, records number of days camping.

SERVICE COORDINATOR: Organizes community service events and opportunities

MEMBERSHIP: Handles the new and returning scouts when the troop re-charters each year.

EQUIPMENT COORDINATOR: Works with Troop Quartermaster. Store, order and maintain inventory of troop gear. Order new equipment as needed with troop committee approval.

EAGLE ADVISOR: A registered adult member of the troop who guides, counsels and helps a Life Scout who is working on his Eagle project.

MERIT BADGE COUNSELOR: Adults with the desire to assist the Scouts in fulfilling the requirements of specific merit badges. With over 100 merit badges, adults can find areas that interest them.

UNIFORM DONATION COORDINATOR: Stores and reports on uniforms and other BSA items available for exchange.

HOSPITALITY PERSON: Supervises Court-of-Honor refreshments as needed.

## **TROOP 101 MARSHFIELD GENERAL INFORMATION**

### **A. ORGANIZATION**

- Troop meetings are held every Wednesday, 7:00PM to 8:30 PM. Generally, the Troop meets at the Sanctuary Church. Meeting dates and locations are subject to change.
- Troop meetings will not be held when school is closed or cancelled due to inclement weather.
- The committee Chairperson and the Troop Committee hold Troop Committee Meetings each month as scheduled. Adult leaders are requested to attend when possible; all parents are welcome to join and be part of the leadership team.
- Troop meeting content: As part of the troop meeting, the reinforcement of "Scouting skills" is necessary. These include map reading, compass use, knot tying, first aid, equipment maintenance and outdoor survival skills.

### **B. PARENT/GUARDIAN SUPPORT**

Believing that Scouting should involve a positive commitment by the boy's family to support him in Scouting by encouraging his participation and growth in maturity, leadership, and Scout skills. Parents/guardians of a Scout should support the troop activity in one or more of the following ways:

- Being a Scoutmaster or an Assistant Scoutmaster
- Being an active member of the Troop Committee.
- Being a merit badge counselor in one or more skill areas
- Providing the necessary adult supervision on overnight camping trips to supplement the leadership of the Scoutmaster or assistant Scoutmaster.
- Volunteer and assist with various Council, District and Troop events and activities including, but not limited to transportation, community service, outdoor events, spearheading a fundraiser.

### **C. FINANCIAL**

Registration dues for the 2018-19 year are \$100. The troop committee may need to assess additional fees throughout the course of the year if fundraising activities do not support the financial requirements of the troop. Individual activity and outing costs, as well as food, are separate. Scouts are encouraged to participate in fundraisers and help "earn their way" to defray program costs and support their troop. Scout earnings are deposited into their Scout Account, which is maintained by the Treasurer. Scout account funds may be used for anything Scout related – uniform purchases, campout fees, gear, etc. The troop will provide financial assistance for dues or other costs to families in need whenever possible through the campership fund. Inquire with the Treasurer or Troop Committee Chairperson.

**The Troop 101 Scout Account policy is available online at**

<http://www.troop101marshfield.com/upldDocuments/Unit423/Troop%20101%20Scout%20Account%20Policy%202012%2010%2023.pdf>

### **D. ADVANCEMENT**

- Board of Review – Required to advance to the next rank. A minimum of three committee members will serve on the board of review.
- Advancement Coordinator tracks Scouts progress in troop software, however it is the primary responsibility of the Scout to track his own activities and progress in his Scout Handbook.
- Eagle Scout candidates: The Troop 101 Eagle Advisor will meet with Life Scouts to review the Eagle Scout rank requirements and Eagle Project process.

## E. ACTIVITIES

### Outings, Campouts and Summer Camp

- Troop leadership MUST have written permission for Scout participation, either by signing individual permission slip/waiver, or by parent signature on the outing sign-up sheet provided at troop meetings.
- Adults driving scouts to, from or during a troop activity must register their vehicle with the troop with proof of insurance.
- A minimum of two (2) adults is required on all overnight camping trips and troop activities. A ratio of one (1) adult for each ten (10) boys must be observed.
- A tour permit must be filed with council for all overnight camping trips and activities outside the troop meeting.
- No Scouts are permitted to leave camp early without prior written request from parent/guardian.
- Scouts are committed to an activity or campout by submitting a completed sign-up flyer accompanied by the required fee. Some outings are non-refundable and paid fees will be forfeited if a Scout cancels his plans to attend.
- All boys must qualify and be registered as a Scout before attending any troop activity.
- A Current BSA medical form must be on file with the troop before a Scout can attend troop outings.
  - Parent/guardian of any Scout taking medication must make arrangements with the adult leaders regarding this medication prior to an activity.

## F. CONDUCT

TROOP MEETINGS: We require parents to help supervise at the troop meetings to assist the Scoutmaster and other leaders. We are guests at the Sanctuary Church and respectful behavior is expected at all times. Scouts may not go outside for an activity without proper adult supervision.

**Parents – please step in and help if you see something amiss. The leaders are often busy with several Scouts and are not able to supervise all.**

ALCOHOL AND DRUGS: The use of alcohol and illicit drugs have no place in Scouting.

Alcohol and illicit drugs are banned from scouting activities. Please, no tobacco use in front of the Scouts.