



High Adventure Policy R00 Adopted 01/01/2020

Troop 99
Salem UMC
Benton, AR

Purpose:

High Adventure activities allow Scouts to “stretch” to attain the goal of successfully completing an exhilarating outdoor experience. A High Adventure trek is a joyous opportunity, beyond the scope of the routine. It is more than just a scenic outdoor experience or a physical challenge. It is an experience in living and cooperating with others to meet an exciting challenge. It is learning to overcome difficulties and learning to live in harmony with nature. Troop 99 is adopting this policy to establish a minimum criteria for participation and planning High Adventure activities.

Definitions:

- **High Adventure Activity** - Troop 99 defines a High Adventure activity as a trip that is longer than 3 consecutive nights and requires scouts to perform a skilled, physical and mental demanding activities for 5-10 hours each day. Activities include but are not limited to:
 - Backpacking
 - Canoeing
 - Kayaking
 - White water rafting
 - Sailing
 - Scuba Diving
 - Rock Climbing/Mountaineering
- **Trip Coordinator** – Scoutmaster approved adult leader that is responsible for sponsoring and coordinating the High Adventure Activity.
- **Assistant Trip Coordinator** – Adult leader designated by the Trip Coordinator to assist with the coordination of the High Adventure Activity.
- **Crew** – A group of youth and adult participants that will participate in the High Adventure activity together. Some trips can allow for multiple crews.
- **Adult Leadership Team** – Group of adults that have been approved to participate in the High Adventure trip. Each Crew will have a Separate Adult Leadership Team.
- **Crew Leader** – Youth participant, chosen by the crew, that will serve as the youth leader of their assigned Crew.

- **Assistant Crew Leader** – Youth participant appointed by the Crew Leader to serve as an assistant youth leader.

Scout (Youth) Participation Requirements:

Below are Troop 99's minimum requirements for youth participation in a High Adventure activity. *NOTE: If the High Adventure activity is NOT a Troop 99 hosted activity; the youth must meet Troop 99's minimum requirements AS WELL AS the minimum requirements for the BSA or other High Adventure Program in order to participate.*

- Complete the Application to Participate in High Adventure Activity form (*Attachment 1*).
- Scout must be at least 13 years old or have started the 7th grade.
- Scout must be First Class or above.
- Complete Schedule A, B and C of the BSA Medical form.
- Copy of medical insurance card on file.
- Parent and Scout to provide a signed attestation of the behavior expectations and consequences.
- Completed First Aid Merit Badge
- Backpacking High Adventure Specific Requirements:
 - a. Must successfully complete at least 2 overnight troop sponsored backpacking trips that are a minimum of 12 miles in length.
 - b. Must obtain a signed recommendation from a non-related adult leader that observed the scout on the overnight troop sponsored backpacking trips.
- Water Sports High Adventure Specific Requirements (Canoeing, Kayaking, White Water Rafting, Sailing, etc):
 - a. Must have completed at least one of the following merit badges: Canoeing, Kayaking, Sailing or Whitewater Merit Badge. *NOTE: The Trip Coordinator can modify this list if needed.*
 - b. Must have completed the Swimming Merit Badge or Lifesaving Merit Badge.
 - c. Must pass the BSA Swim Test.
 - d. Must successfully show competency in the skill by participating in a minimum of 1 similar troop sponsored water sports activity that has a duration of 6 hours or more.
 - e. Must obtain a recommendation from an adult leader that observed the scout on the troop sponsored water sports activity.

Scout (Youth) Participation Approval Process

- The Trip Coordinator will determine the maximum number of Scout Participants and the deadline for submitting Attachment 1 (Application to Participate). Applicants will be approved to participate in the following order.
 1. Scouts that the Adult Leaders have observed demonstrating good teamwork, physical ability, mental ability, and adherence to the Behavior Expectations outlined in this policy.
 2. Scouts of Approved Adult Participants
 3. Age (Oldest to Youngest)
 4. Highest rank
 5. Highest number of merit badges
 6. Scouts from other Troops
- All applications not selected will be put on a waiting list. If an approved participant is unable to participate in the trip, the Trip Coordinator will approve additional participants from the waiting list using the same criteria as above.

Behavior Expectations:

Participating in a High Adventure trip is a special opportunity. For many, this will be a once in a lifetime opportunity. Troop 99 wants to ensure that everyone has a fantastic and memorable experience. All participants (Scouts and Adults) will be expected to conduct themselves in accordance to the Scout Oath and Law at all times. Participants that choose to not conduct themselves in this manner will be subject to consequences up to and including being sent home at the participants (or parent's) expense and forfeiture of any and/or all expenses associated with the trip. This policy also applies to preparation and training activities.

- The Trip Coordinator and the Assistant Trip Coordinator will have sole discretion to determine the consequences for not behaving in accordance to this policy.
- All participants will be required to sign an attestation agreeing to follow the above behavior expectations and consequences as decided by the Trip Coordinator and Assistant Trip Coordinator.

Adult Participation Requirements:

Below are Troop 99's minimum requirements for adult participation in a High Adventure activity. *NOTE: If the High Adventure activity is NOT a Troop 99 hosted*

activity; the adult must meet Troop 99's minimum requirements AS WELL AS the minimum requirements for the BSA or other High Adventure Program in order to participate.

- Complete the Application for High Adventure Activity Form (*Attachment 1*)
- Complete Schedule A, B and C of the BSA Medical form
- Copy of medical insurance card on file.
- Must be a registered leader.
- Must have a current Youth Protection Certification.
- Must be physically capable of meeting the demands of the event. The Trip Coordinator has sole discretion in this matter.
- Provide a signed attestation of the behavior expectations and consequences.
- Backpacking High Adventure Specific Requirements:
 - a. Must complete at least 2 overnight troop sponsored backpacking trips that are a minimum of 12 miles in length.
 - b. Must obtain a recommendation from another adult leader that observed the adult on the overnight troop sponsored backpacking trips.
- Water Sports High Adventure Specific Requirements (Canoeing, Kayaking, White Water Rafting, Sailing, etc):
 - a. Must pass the BSA Swim Test.
 - b. Must participate in a minimum of 1 troop sponsored water sports activity that has a duration of 6 hours or more.
 - c. Must obtain a recommendation from another adult leader that observed the adult on the troop sponsored water sports activity.

Adult Participation Approval Process

- The Trip Coordinator will determine the maximum number of Adult Participants and the deadline for submitting Attachment 1 (Application to Participate). Adult applicants will be approved using the following order.
 1. Adult Leaders that the Trip Coordinator, Assistant Trip Coordinator and Scoutmaster have observed demonstrating good teamwork, physical ability, mental ability, and adherence to the Behavior Expectations outlined in this policy.
 2. Adults with key skillsets and certifications needed for the trip. (See Adult Leadership Team Required Skills section below)
 3. Adults with Scouts that applied to participate.
 4. Adults with the oldest scouts participating.
 5. Adults with participating scouts that have the highest rank.

6. Adults with participating scouts that have the highest number of merit badges
 7. Adults that do not have scouts participating
 8. Adults from other Troops
- All applications not selected will be put on a waiting list. If an approved participant is unable to participate in the trip, the Trip Coordinator will approve additional participants from the waiting list using the same criteria as above.

Crew Adult Leadership Team Required Skills:

Each Crew will have an Adult Leadership Team. Below is a list of minimum skills that the Adult Leadership team must have..

- A minimum of one adult must be experienced in the High Adventure Activity.
 - Experience consists of having participated in a minimum of 1 High Adventure trip of the same activity.
 - *Exception: This rule does not apply if accompanied by a professional guide or the necessary training will be provided by a professional during the trip. (Example: Sea Base Captain will train everyone how to sail)*
- A minimum of one adult must be Wilderness First-Aid Certified or equivalent.
- A minimum of one Adult must be CPR and First Aid Certified.
 - Cannot be the same person that is Wilderness First-Aid Certified
- If the High Adventure Activity is boating or swimming, a minimum of one Adult must possess all BSA certifications required for Safety Afloat, Aquatics and Lifesaving.

Trip Preparation and Training:

Trip preparation is essential for a successful trip. This section describes the minimum requirements for trip preparation.

- All High Adventure Trips will be required to have a minimum of 2 shake down activities.
 - For Out-of-State trips, at least one shake down activity must be a campout/retreat (separate from a troop activity) where the participants will work on team building and coordination activities.
 - Participants are required to take part in ALL shake down activities. If they are unable to participate, the participant will work with the Trip

Coordinator to arrange to make up the activity. Failure to participate will result in the participant's slot being forfeited.

- **Crew Leader Selection** – At the conclusion of the first shakedown activity, the Trip Coordinator will discuss the Crew Leader responsibilities and the importance of selecting a person that everyone feels is best suited for the position. After this discussion, the Crew (youth with adult input/guidance) will collectively select the person best suited to serve as the Crew Leader.
- **Assistant Crew Leader Selection** – The Crew Leader will appoint a minimum of one Assistant Crew Leader (ACL) for the trip.
- The Trip Coordinator will consider the need to include a CPR and First Aid certification course as a part of the trip preparation.
- The Trip Coordinator will conduct a minimum of one Parent, Scout and Adult Leader meeting to review the trip detailed plan and ensure everyone understands the behavior expectations and consequences.
- The Trip Coordinator and Assistant Trip Coordinator can decide, at any time, to remove a participant from the trip if the participant shows that they are not capable of completing the trip safely or the participant does not comply with the behavior expectations outlined in this policy.

Trip Approval/Planning Process:

All High Adventure activities must be approved by the Scoutmaster prior to announcing the trip to the Troop. The section below describes the process for getting the trip approved and communicating the trip to the Troop.

1. Complete the High Adventure Activity Plan (Attachment 2).
2. Submit the High Adventure Activity Plan (Attachment 2) to the Scoutmaster for approval.
3. Upon approval, the Trip Coordinator will notify the entire troop of the Approved High Adventure Trip.
4. A copy of the approved High Adventure Plan (Attachment 2) will be made available to the entire Troop when the trip is announced and the participant application process begins. This document will serve as a key information source for the parents and the scouts.

Trip Detailed Plan:

A Detailed Plan is a required to ensure the Trip Coordinator has covered everything necessary to ensure a successful trip. The section below describes the requirements for the Trip Detailed Plan

- The Trip Coordinator will work with the participants (youth and adults) to:
 - Finalize/update Attachment 2

- Create the Trip Detailed Plan (Attachment 3).
- All High Adventure activities must have a Scoutmaster approved/published Trip Detailed Plan (Attachment 3) within the following timeframe:
 - **Out-of-State Trips:** The detailed plan must be published and approved no later than 6 months prior to departure.
 - **In-State Trips:** The detailed plan must be published and approved no later than 90 days prior to departure.
 - **Updates/revisions** to the final plan is allowed, even after the plan is approved; as long as the revised plan is provided to the Scoutmaster and all Participants.
- Once approved, all participants (Scouts, Parents and Adult Leaders) will be provided a copy of the finalized plan contained in Attachment 2 and Attachment 3.

Attachment 1:
Application to Participate in High Adventure Activity

Name: _____ Birthday (Scouts Only): _____ Grade: _____

Participant Type: Scout Adult Phone Number: _____

Rank: _____ Number of Merit Badges Completed: _____

Previous Trips of Similar Activities Attended: *(Example: If the trip is a Backpacking Trip, you need to list previous Backpacking Trips you have attended)*

Trip #1: _____

Trip #2: _____

Signed recommendation from an adult leader that observed the applicant's participation in at least one of the above trips and is willing to recommend the applicant for participation in this High Adventure Trip. *(Required for Scouts and Adult Applicants)*

Adult Leader

Behavior Expectations:

Participating in a High Adventure trip is a special opportunity. For many, this will be a once in a lifetime opportunity. Troop 99 wants to ensure that everyone has a fantastic and memorable experience. All participants (Scouts and Adults) will be expected to conduct themselves in accordance to the Scout Oath and Law at all times. Participants that choose to not conduct themselves in this manner will be subject to consequences up to and including being sent home at the participants (or parent's) expense and the forfeiture of any and/or all expenses associated with the trip. This policy also applies to preparation and training activities.

- The Trip Coordinator and the Assistant Trip Coordinator will have sole discretion to determine the consequences for not behaving in accordance to this policy.

I attest that I have read the above Behavior Expectations and agree to follow them and accept any consequences associated with not following these expectations.

I attest that I have read and agree to the provided High Adventure Activity Plan (Attachment 2) that includes fees, due dates, refund policy, and preparation activities.

Applicant Signature

Parent Signature (If applicant is a Scout)

Attachment 2: High Adventure Activity Plan

Plan Status

Initial Plan

Final Plan

Trip Information

Description: [Click or tap here to enter text.](#)

Location: [Click or tap here to enter text.](#)

Departure Date: [Click or tap here to enter text.](#)

Return Date: [Click or tap here to enter text.](#)

Primary Leaders

Trip Coordinator: [Click or tap here to enter text.](#)

Assistant Trip Coordinator: [Click or tap here to enter text.](#)

Participation

Number of Crews: [Click or tap here to enter text.](#)

Maximum Number of Youth Participants: [Click or tap here to enter text.](#)

Maximum Number of Adult Participants: [Click or tap here to enter text.](#)

Application Deadline: [Click or tap here to enter text.](#)

Eligibility Requirements

Participants must meet both the Troop 99 and High Adventure Program Minimum Requirements.

High Adventure Program Minimum Requirements

[Click here to enter text.](#)

Troop 99 Scout Participant Minimum Requirements:

- Complete the Application to Participate in High Adventure Activity form (*Attachment 1*).
- Scout must be at least 13 years old or have started the 7th grade.
- Scout must be First Class or above.
- Complete Schedule A, B and C of the BSA Medical form.
- Copy of medical insurance card on file.
- Parent and Scout to provide a signed attestation of the behavior expectations and consequences.
- Completed First Aid Merit Badge
- Backpacking High Adventure Specific Requirements:
 - a. Must successfully complete at least 2 overnight troop sponsored backpacking trips that are a minimum of 12 miles in length.

- b. Must obtain a signed recommendation from a non-related adult leader that observed the scout on the overnight troop sponsored backpacking trips.
- Water Sports High Adventure Specific Requirements (Canoeing, Kayaking, White Water Rafting, Sailing, etc):
 - a. Must have completed at least one of the following merit badges: Canoeing, Kayaking, Sailing or Whitewater Merit Badge. *NOTE: The Trip Coordinator can modify this list if needed.*
 - b. Must have completed the Swimming Merit Badge or Lifesaving Merit Badge.
 - c. Must pass the BSA Swim Test.
 - d. Must successfully show competency in the skill by participating in a minimum of 1 similar troop sponsored water sports activity that has a duration of 6 hours or more.
 - e. Must obtain a recommendation from an adult leader that observed the scout on the troop sponsored water sports activity.

Troop 99 Adult Participant Minimum Requirements:

- Complete the Application for High Adventure Activity Form (*Attachment 1*)
- Complete Schedule A, B and C of the BSA Medical form
- Copy of medical insurance card on file.
- Must be a registered leader.
- Must be have a current Youth Protection Certification.
- Must be physically capable of meeting the demands of the event. The Trip Coordinator has sole discretion in this matter.
- Provide a signed attestation of the behavior expectations and consequences.
- Backpacking High Adventure Specific Requirements:
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 - b. Must participate in a minimum of 1 troop sponsored water sports activity that has a duration of 6 hours or more.

- c. Must obtain a recommendation from another adult leader that observed the adult on the troop sponsored water sports activity.

Trip preparation and Training Activities

Below is a list of activities to ensure everyone is prepared for the High Adventure Trip.

Activity	Date and Time	Required (Yes/No)
Shake Down #1		Yes
Shake Down #2		Yes
CPR/First Aid Training		

Fundraising Activities

The following fundraiser activities will be available to participants to assist with paying for this trip.

Activity	Date and Time
Popcorn Sales	Sept and Oct
Camp Cards	March and April

Refund Policy:

High Adventure Program Specific Refund Policy.

Click or tap here to enter text.

Troop 99 Refund Policy

Troop 99 will follow the High Adventure Program Refund Policy when one is available. If one is not available, Troop 99 will follow the refund policy below.

If a participant drops out, they will only be refunded money that has not already been sent in as deposits, payments or other expenses incurred. If the participant finds a person to replace them, the participant will be allowed to make arrangements to have the person replacing them refund any fees already submitted. The participant that dropped out will be responsible for facilitating this refund. The Trip Leaders will have NO responsibility in the facilitation of refunds already submitted.

Costs (Double Click to edit)

Number of Participants:	15	
Budget	Proposed	
	Cost Per Person	Total Cost
Registration Fees		\$0.00
Travel Expenses		
Hotel	\$0.00	
Rental Vehicle	\$0.00	
Gas	\$0.00	
Meals while Traveling	\$0.00	
Trek Food		\$0.00
Crew Gear	\$0.00	
Other Expenses		
Class B Shirt		\$0.00
Site Seeing Activities		\$0.00
Misc		\$0.00
Total Costs	\$0.00	\$0.00
Fee Schedule		
	Due Date	Amount
Deposit		
First Payment		
Second Payment		
Third Payment		
Final Payment		

Attachment 3: Trip Detailed Plan

Instructions:

- The Trip Coordinator will work with the participants (youth and adults) to:
 - Finalize/update Attachment 2
 - Create the Trip Detailed Plan (Attachment 3).
- All High Adventure activities must have a Scoutmaster approved/published Trip Detailed Plan (Attachment 3) within the following timeframe:
 - **Out-of-State Trips:** The detailed plan must be published and approved no later than 6 months prior to departure.
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 - **Updates/revisions** to the final plan is allowed, even after the plan is approved; as long as the revised plan is provided to the Scoutmaster and all Participants.
- Once approved, all participants (Scouts, Parents and Adult Leaders) will be provided a copy of the finalized plan contained in Attachment 2 and Attachment 3.

Transportation Method

- **Vehicles being used:** [Click here to enter text.](#)
- **Drivers:** [Click here to enter text.](#)
- **Method for hauling gear:** [Click here to enter text.](#)

Emergency Extraction Plan In the event an emergency extraction is necessary, the following plan will be followed:

[Click here to enter text.](#)

Emergency Communication Plan In the event of an emergency, the following communication plan will be utilized:

- **Emergency Contact Person:** [Click or tap here to enter text.](#)
- **Sending Communications to the Crew:** [Click here to enter text.](#)
- **Crew Communicating to Parents:** [Click here to enter text.](#)

Complete a Trip Itinerary *(See worksheet below)*

Complete a Participant List *(See worksheet below)*

