



GUIDE TO SAFE

LEARNING FOR LIFE

ACTIVITIES

**A LEADER'S GUIDE TO KEEPING YOUTH
SAFE IN LEARNING FOR LIFE ACTIVITIES**

P R E F A C E

The purpose of this pamphlet is to prepare adult leaders to conduct Learning for Life activities in a safe and prudent manner. These guidelines have been established because of the **real need to protect participants from potential hazards**. Limitations on certain activities should not be viewed as stumbling blocks; rather, guidelines are best described as stepping-stones toward safe and enjoyable adventures.

Adult leaders should be aware of federal, state, or local government regulations that supersede Learning for Life guidelines.

All health and safety issues contained within this publication are based on the idea that **qualified supervision and discipline** are the foundations that will make all Learning for Life activities safe. This book refers to the *Guide to Safe Scouting* for some of the policies and procedures. This book can be obtained from your Learning for Life executive.

Note: Bold type denotes Learning for Life rules and policies.

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I. ADULT LEADERSHIP

Each Learning for Life unit shall have one adult, 21 years of age or older, who shall be approved by the participating organization.

Leadership Requirements for Trips and Outings

1. Two-deep leadership:

Two adult leaders, or one adult and a parent of a participant, are required for all trips or outings. Coed overnight activities require male and female adult leaders, both of whom must be 21 years of age or older. Parents used to fulfill the two-deep leadership must be approved by the participating organization.

Definitions for meetings and outings:

Meetings occur at the usual location for the unit's Learning for Life activities.

Outings are trips or meetings that occur at places other than the usual unit meeting location and require preplanning of transportation. Outings may have an overnight component. Learning for Life units planning an outing must read, agree, and comply with the requirements in the Outings Permit (see sample in the appendix).

2. During transportation to and from planned outings:

- a. Meet for departure at a designated area.
- b. Prearrange a schedule for periodic checkpoint stops as a group.
- c. Plan a daily destination point.

A common departure site and a daily destination point are a must. If you cannot provide two adults for each vehicle, the minimum required is one adult and two or more youth participants—never one on one.

3. Safety rule of four:

No fewer than four individuals (always with the minimum of two adults) go on any overnight or extended outing. If an accident occurs, one person stays with the injured, and two go for help. Additional adult leadership requirements must reflect an awareness of such factors as size and skill level of the group, anticipated environmental conditions, and overall degree of challenge.

4. Male and female leaders require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available.

5. Male and female youth participants will not share the same sleeping facility.

6. When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian. Youth and adults, other than the participant's parent(s), must have separate sleeping quarters.

7. If separate shower and latrine facilities are not available, separate times for male and female use should be scheduled and posted for showers. The buddy system should be used for latrines by having one person wait outside the entrance, or provide "Occupied" and "Unoccupied" signs and/or inside door latches.

8. Flying activities are allowed only for Explorer posts in Learning for Life. For details, see the *Aviation Program Helps*. (Two-deep adult leadership is required for Explorer flying activities. For basic orientation flights, the adult licensed pilot in control of the aircraft is sufficient for the flight while two-deep leadership is maintained on the ground. In advanced orientation flights, Explorers may stop at an airport different from the departure airport and even have an activity there, such as an outing of a flight museum. Because of this difference, two-deep adult leadership is required.)

II. AQUATICS SAFETY

Most accidents in aquatics activities are caused by the lack of adult supervision and discipline. Almost every accidental drowning can be attributed to the violation of safe swim practices. For the policies and procedures for Learning for Life units to participate in aquatics activities, refer to the *Guide for Safe Scouting*, which includes the guidelines for swimming and boating activities. All outing leaders must have current training in Safety Afloat for boating activities and/or Safe Swim Defense for swimming activities.

III. CAMPING

Age Guidelines

Learning for Life has established the following guidelines for its participants' participation in camping activities:

- **Overnight camping by kindergarten, and first-, second-, and third-grade Learning for Life groups is not approved, and certificates of liability insurance will not be provided by Learning for Life.**
- **Fourth- to eighth-graders may participate in a resident overnight camping program covering at least two nights and operating in an established camp approved by the participating organization connected with the Learning for Life unit. (Units with coed camping must provide coed leadership.)**
- **High school-aged Learning for Life participants and Explorers may camp in an established camp approved by the participating organization connected with the Learning for Life unit. (Units with coed camping must provide coed leadership.)**

- **All participating youth in Exploring are eligible to participate in post, local Learning for Life, and national Exploring activities.**

If a well-meaning leader brings along a child who does not meet these age guidelines, a disservice is done to the unit because of distractions often caused by younger children. A disservice also is done to the child, who is not trained to participate in such an activity and who, as a nonparticipant of the group, may be ignored by the older campers.

For guidelines on proper and safe camping, trail hiking, weather conditions, drinking water, use of fuels, stoves and lanterns, fire safety, and use of property, refer to the *Guide to Safe Scouting*.

IV. DRUG, ALCOHOL, AND TOBACCO USE AND ABUSE

Learning for Life prohibits the use of alcoholic beverages and controlled substances at any Learning for Life activity, or at any activity involving participation of youth.

Adult leaders should support the attitude that young adults are better off without tobacco and **may not allow the use of tobacco products at any Learning for Life activity involving youth participants.**

All Learning for Life functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.

V. SAFETY PRACTICES AND EMERGENCY PREPAREDNESS

The 16 Safety Practices

These 16 safety points, which embody good judgment and common sense, are applicable to all activities:

1. **Qualified Supervision.** Every activity should be supervised by a conscientious adult who understands and knowingly accepts responsibility for the well-being and safety of the children and youth in his or her care. The supervisor should be sufficiently trained, experienced, and skilled in the activity to be confident of his or her ability to lead and teach the necessary skills and to respond effectively in the event of an emergency. Field knowledge of all applicable Learning for Life standards and a commitment to implement and follow Learning for Life policy and procedures are essential parts of the supervisor's qualifications.
2. **Physical Fitness.** For each youth participant in any potentially strenuous activity, the supervisor should receive a complete health history from a health-care professional, parent, or guardian. Adult participants and youth involved in higher-risk activities (e.g., scuba diving) may have to undergo professional evaluation in addition to completing the health history. The supervisor should adjust all supervision, discipline, and protection to anticipate potential risks associated with individual health conditions. Neither youth nor adults should participate in activities for which they are unfit. To do so would place both the individual and others at risk.
3. **Buddy System.** The "buddy system" has shown that it is always best to have at least one other person with you and aware at all times of your circumstances and what you are doing in any outdoor or strenuous activity.
4. **Safe Area or Course.** A key part of the supervisors' responsibility is to know the area or course for the activity and to determine that it is well-suited and free of hazards.
5. **Equipment Selection and Maintenance.** Most activity requires some specialized equipment. The equipment should be selected to suit the participants and the activity and to include appropriate safety and program features. The supervisor should also check equipment to determine whether it is in good condition for the activity and make sure it is kept properly maintained while in use.
6. **Personal Safety Equipment.** The supervisor must ensure that every participant has and uses the appropriate personal safety equipment. For example, activity afloat requires that each participant properly wear a personal flotation device (PFD); bikers, horseback riders, and whitewater kayakers need helmets for certain activities; skaters need protective gear; and all need to be dressed for warmth and utility as the circumstances require.
7. **Safety Procedures and Policies.** For most activities, common-sense procedures and standards can greatly reduce any risk. These should be known and appreciated by all participants, and the supervisor must ensure compliance.
8. **Skill Level Limits.** Every activity has a minimum skill level, and the supervisor must identify and recognize this level and be sure that participants are not put at risk by attempting any activity beyond their abilities.
9. **Weather Check.** The risks of many outdoor activities vary substantially with weather conditions. Potential weather hazards and the appropriate responses should be understood and anticipated.
10. **Planning.** Safe activity follows a plan that has been conscientiously developed by the experienced supervisor or other competent source. Good planning minimizes risks and also anticipates contingencies that may require an emergency response or a change of plan.
11. **Communications.** The supervisor needs to be able to communicate effectively with participants as needed during the activity. Emergency communications also need to be considered in advance for any foreseeable contingencies.
12. **Permits and Notices.** Learning for Life outing permits, government or landowner authorization, and any similar formalities are the supervisor's responsibility when such are required. Appropriate notification should be directed to parents, enforcement authorities, landowners, and others as needed, before and after the activity.
13. **First-Aid Resources.** The supervisor should determine what first-aid supplies to include among the activity equipment. The level of first-aid training and skill appropriate for the activity also should be considered. An extended trek over remote terrain obviously may require more first-aid resources and

capabilities than an afternoon activity in a local community. Whatever is determined to be needed should be available.

14. **Applicable Laws.** Learning for Life safety policies generally parallel or exceed legal mandates, but the supervisor should confirm and ensure compliance with all applicable regulations or statutes.
15. **CPR Resource.** Any strenuous activity or remote trek could present a cardiac emergency. Aquatic programs may involve cardiopulmonary emergencies. It is strongly recommended that a person (preferably an adult) trained in cardiopulmonary resuscitation (CPR) be part of the leadership for any Learning for Life program. This person should be available for strenuous outdoor activity.
16. **Discipline.** No supervisor is effective if he or she cannot control the activity and individual participants. Youth must respect their leaders and follow their directions.

The general policy of Learning for Life is to train youth to do safely the many things they normally do, such as swimming and boating; handling firearms, knives, and axes; riding bicycles; and hiking and camping. Disapproval or restriction of hazardous sports and activities is a positive policy to keep fun in the program and to develop sound judgment through experience. It is consistent with our principle of safety through skill on the part of leaders and youth.

Perhaps the most critical test of your preparedness will be in a time of emergency. Developing and rehearsing an emergency action plan will add precious time needed for response to a crisis. This is true on a day trip and all other activities. A plan should include

1. The name of the person in charge
2. Action to be taken
3. Alternatives
4. The names of the people and agencies to notify
5. Location of law enforcement
6. Fire and health facilities information
7. Evacuation procedures

Skilled planners “live” the experience in advance by thinking their way through every detail of an activity or event. This practice helps eliminate surprises. If an emergency occurs, panic is replaced by self-confident quickness.

Whenever an emergency occurs in which a person needs medical care beyond simple first aid (for example, going to a medical clinic or emergency room at a hospital), leaders should immediately notify the parent or next of kin. In case of a missing participant or a fatality, notify the Learning for Life executive after notifying local authorities and emergency medical services.

Prepare an emergency phone number list, like the one below, for out-of-town trips. This list and an ample supply of coins should be kept with your first-aid kit.

Reporting Deaths or Serious Injury

Adult leaders are responsible for informing their local Learning for Life executive, as soon as possible, of a death or serious injury or illness. A serious injury or illness is defined as

1. Any period of unconsciousness;
2. Any hospital inpatient admission; or
3. Any surgical intervention other than suturing of the skin or setting of simple fractures.

Leaders should be prepared to give these specific facts:

- WHO? The name and age of the subject and the name and complete address of parent(s) or next of kin
- WHEN? Date and time of day
- WHERE? Location and community
- WHAT? Nature of illness or accident
- HOW? How the injury occurred, if known, e.g., swimming, boating, hiking, etc.

Prompt and accurate reporting to the news media is most important. The local Learning for Life executive has a crisis communications plan that includes designating one spokesperson in order to avoid conflicting reports. Parents or next of kin will be informed by personal contact before any release is made to the public.

Nonserious injuries need not be reported. It is recommended that a report be prepared regarding each such incident and maintained by the unit for future reference.

Emergency Phone Number List

1. Location of trip or expedition: _____
2. Location of nearest town(s), city(ies), or phone(s):

3. Name and phone number of nearest doctor, hospital,
or medical facility: _____
4. Name and phone number of nearest county sheriff's
department: _____
5. Name and phone number of nearest state or federal
park station: _____
6. Phone number of highway patrol: _____
7. Phone number of Learning for Life local executive:

VI. FIRST AID

First aid is the first help or immediate care given someone who has suddenly sickened or been hurt in an accident.

It is important that one person in each outing group be trained in the principles of first aid, know how and when to put this knowledge to the best use, and thoroughly understand the limitations of this knowledge.

It is strongly recommended that adult leaders in Learning for Life avail themselves of CPR and first-aid training by the American Red Cross or any recognized agency to be aware of the latest techniques and procedures.

First-Aid Kits

A first-aid kit well stocked with the basic essentials is indispensable. Choose one that is sturdy and lightweight, yet large enough to hold the contents so that they are readily visible and so that any one item may be taken out without unpacking the whole kit. Keep a list of contents readily available for easy refilling. Keep the kit in a convenient location. Make one person responsible for keeping the kit filled and available when needed. Quantities of suggested items for your first-aid kit depend on the size of your group and local conditions.

Suggested First-Aid Kit Contents

Bar of soap
2-inch roller bandage
1-inch roller bandage
1-inch adhesive
3-by-3-inch sterile pads
Triangular bandage
Assorted gauze pads
Adhesive strips
Clinical oral thermometer
Scissors
Tweezers
Sunburn lotion
Lip salve
Poison-ivy lotion
Small flashlight (with extra batteries and bulb)
Absorbent cotton

Water purification tablets (iodine)

Safety pins

Needles

Paper cups

Foot powder

Instant ice packs

As protection against possible exposure to communicable diseases, first-aid kits also should include **latex gloves, plastic goggles or other eye protection, and antiseptic** to be used when giving first aid to bleeding victims. **Mouth-barrier devices** should be available for use with CPR.

Cardiopulmonary Resuscitation (CPR)

This specialized skill to endeavor to revive victims of cardiac arrest (no breathing—no pulse) may be taught to Explorers by an instructor currently certified by the American Red Cross or the American Heart Association.

Protection Considerations for Blood-borne Pathogens

Many people are concerned about the rapid spread of HIV (the AIDS virus) and try to avoid exposing themselves to this hazard. Health professionals and amateur first-aiders like those of us in Learning for Life may find ourselves faced with special concerns in this regard. Therefore, we must know how to act and how to instruct the youth we lead. Recognize that often the victims we treat with first aid are friends and family participants whose health we are familiar with. Therefore, in such cases, except when we know they have infectious diseases, we should not hesitate to treat them.

Treat all blood as if it were contaminated with blood-borne viruses. Do not use bare hands to stop bleeding; always use a protective barrier. Always wash exposed skin area with hot water and soap immediately after treating the victim. The following equipment is to be included in all first-aid kits and used when rendering first aid to those in need:

- Latex gloves, to be used when stopping bleeding or dressing wounds
- A mouth-barrier device for rendering rescue breathing or CPR

- Plastic goggles or other eye protection to prevent a victim's blood from getting into the rescuer's eyes in the event of serious arterial bleeding
- Antiseptic, for sterilizing or cleaning exposed skin area, particularly if there is no soap or water available

Individuals (medicine, fire rescue, and law enforcement Explorer post participants) who might have been exposed to another's blood and body fluids should know the following:

1. The participating organization and its leaders should always explain and make clear the possible degree of exposure to blood or body fluids as a result of Learning for Life activities.
2. As a precaution, adult volunteers or youth participants should consider getting a hepatitis B vaccination. The cost of the shots will not be borne by Learning for Life, nor is the participating organization required to underwrite the cost.
3. The participating organization may arrange to have shots given at a reduced rate or free of charge.

4. If a vaccination is recommended, any adult volunteers and youth participants who decline the shots (at full cost, at a reduced rate, or free) should sign a refusal waiver that should be retained by the local Learning for Life executive for five years.

Near-Drowning

Near-drowning is a term used to describe a fatality that occurs several hours after resuscitation or revival of a drowning victim. Near-drowning accidents are usually witnessed and CPR (cardiopulmonary resuscitation) is delivered at the scene. Lung rupture can occur during the submersion or consequent to the resuscitation efforts. Pneumonia is a later complication in the injured lung. To ensure that water-accident victims do not become near-drownings, they should be admitted to a hospital with a respiratory intensive care unit and monitored for at least 24 hours to watch for complications. The hypothermic victim requires special attention.

VII. GUNS AND FIREARMS

Learning for Life adheres to the long-standing policy of teaching youth and adults the safe, responsible, intelligent handling, care, and use of firearms, airguns, and BB guns in planned, carefully managed, and supervised programs. Law Enforcement Explorer guidelines can be found in the *Law Enforcement Program Helps*.

Except for law enforcement officers required to carry firearms within their jurisdiction, firearms shall not be brought on camping, hiking, backpacking, or any other activities except those specifically planned for target shooting under the supervision of a certified National Rifle Association firearms instructor.

VIII. SPORTS AND ACTIVITIES

For climbing guidelines, refer to the *Guide to Safe Scouting*.

Unauthorized and Restricted Activities

The following activities have been declared unauthorized and restricted.

- All-terrain vehicles (ATVs) are banned from program use. ATVs are defined as motorized recreational cycles with three or four large, soft tires, designed for off-road use on a variety of terrains.
- Boxing, karate, and related martial arts—except judo, aikido, and Tai Chi—are not authorized activities.
- Chainsaws and mechanical log splitters may be authorized for use only by trained individuals over the age of 18, using proper protective gear in accordance with local laws.
- Exploration of abandoned mines is an unauthorized activity.
- Varsity football teams and interscholastic or club football competition and activities are unauthorized activities.
- Fireworks secured, used, or displayed in conjunction with program and activities is unauthorized except where the fireworks display is conducted under the auspices of a certified or licensed fireworks control expert.
- The selling of fireworks as a fund-raising or money-earning activity by any group acting for or on behalf of participants, units, or districts may not be authorized by councils.
- Flying in hang gliders, ultralight airplanes, experimental-class aircraft, or hot-air balloons (whether or not they are tethered); parachuting; and flying in aircraft as part of a search-and-rescue mission are unauthorized activities.
- Motorized go-carts and motorbike activities are unauthorized. All motorized speed events, including motorcycles, boats, drag racing, demolition derbies, and related events, are not authorized activities for any program level.
- Participation in amateur or professional rodeo events is not authorized.

- The activity commonly referred to as “War Game,” in which individuals shoot paint dye or laser tags at one another, is an unauthorized activity. Pointing a firearm of any type at an individual is unacceptable.
- Hunting is not an authorized activity, although hunting safety is part of the program curriculum.
- Motorized personal watercraft, such as jet-skis, are not authorized for use in aquatics activities, and their use should not be permitted in or near Learning for Life program areas.
- Except for law enforcement officers required to carry firearms within their jurisdiction, firearms should not be in the possession of any person engaged in camping, hiking, backpacking, or any other Learning for Life activity other than those specifically planned for target shooting under the supervision of a certified firearms instructor. (Among the purposes of this policy is to prohibit adult leaders from bringing firearms on any activity or to unit meetings.)
- Parasailing, or any activity in which a person is carried aloft by a parachute, parasail, kite, or other device towed by a motorboat or by any other means, is unauthorized.
- All activities related to bungee cord jumping (sometimes called shock cord jumping) are unauthorized.

Parade Floats and Hayrides

Learning for Life prohibits the transportation of passengers in the backs of trucks or on trailers. This rule may be tempered for parade floats or hayrides, however, provided that the following guidelines are strictly followed to prevent injuries:

1. Transportation on the truck or trailer to and from the parade or hayride site is not allowed.
2. Those people riding, whether seated or standing, must be able to hold on to something stationary.
3. Legs should not hang over the side.
4. Flashing lights must illuminate a vehicle used for a hayride after dark, or the vehicle must be followed by a vehicle with flashing lights.

Unit Fund-raisers

Include these safety considerations when planning a unit fund-raiser:

1. Money-earning projects should be suited to the ages and abilities of youth participants.
2. Proper adult supervision should be provided.
3. Youth should engage in money-earning projects only in neighborhoods that are safe and familiar and should use the buddy system.
4. Leaders must train youth participants never to enter the home of a stranger and to know whom to contact in case of an emergency.

5. Youth participants should be familiar with safe pedestrian practices and participate during daylight hours only.

6. Compliance requirements:

- a. Check local statutes regarding solicitation rules and permits.
- b. A Unit Fund-raising Permit must be obtained from the local Learning for Life executive.

Bicycling and Skating Safety

The guidelines and procedures for bicycling and skating activities can be found in the *Guide to Safe Scouting*.

IX. MEDICAL INFORMATION

It is recommended that all participants have periodic medical evaluations by a licensed health-care practitioner.* In an effort to provide better care to those who may become ill or injured and to provide youth participants and adult leaders a better understanding of their physical capabilities, **Learning for Life has established minimum standards for providing medical information prior to participating in various activities. They are categorized as follows:**

A Personal Health and Medical Record, Part 1 (see sample in the appendix), should be completed for any outing or event that does not exceed 72 consecutive hours, where the level of activity is similar to that normally expended at home or at school, and where medical care is readily available. Examples: field trip, day hike, swimming party, or an overnight outing. The medical information required is a current health history signed by parents or guardian. Part 1 of this health form meets this requirement. Similar health forms can be used if signed by a parent and includes similar health history information. Learning for Life adults should review these forms and become knowledgeable about the medical needs of the youth participants in their unit. Forms must be updated annually. They are filled out by participants and kept on file for easy reference.

A Personal Health and Medical Record, Part 2 (see sample in the appendix), should be completed for any outing or event that exceeds 72 consecutive hours, where the level of activity is similar to that normally expended at home or at school, and where medical care is readily available. Examples: extended resident camping, extended outings and trips, and hiking in relatively populated areas. Medical data required includes an annual health history signed by parents or guardian supported by a medical evaluation completed within the past 36 months by a licensed health-care practitioner. Part 2 of this health form may be used for this activity. Youth participants and adult participants under 40 years of age use this form. Similar forms that are signed by a parent or guardian, with a similar health history and signed within the past 36 months by a licensed health-care practitioner, may be used.

A Personal Health and Medical Record, Part 3 (see sample in the appendix), should be completed by all

adult participants over 40 years of age. Youth participants use this form for any event that exceeds 72 consecutive hours where the event involves strenuous activity, extreme weather conditions, athletic competition, or remote conditions where readily-available medical care cannot be assured. Medical information required includes current health history supported by a medical evaluation within the past 12 months performed by a licensed health-care practitioner.

It is recommended that unit leaders have the proper complete medical form and permission slip for every participant attending each outing. The medical form and permission slip, in most cases, will allow emergency medical treatment to a youth participant in case of injury or illness when a parent or guardian cannot be contacted.

Immunizations

Verification of the following forms of protection is strongly recommended before participation in activities:

1. Tetanus and diphtheria toxoid within the past 10 years
2. Measles, mumps, and rubella (MMR) vaccine since first birthday
3. Trivalent oral polio vaccine (TOPV); four doses since birth

Life-Threatening Communicable Diseases

Learning for Life units and their participating organizations traditionally determine their own membership, absent any legal constraints. Accordingly, units and sponsoring institutions should determine the feasibility or desirability of allowing youth or adult participants who have or are suspected of having a life-threatening communicable disease to participate in Learning for Life activities.

Sun Safety

The American Academy of Dermatology advises the following protection tips against damaging rays:

- Limit exposure to sun between 10 A.M. and 4 P.M. when the sun's rays are the strongest.

* Examinations conducted by licensed health-care practitioners, other than physicians, will be recognized in those states where such practi-

tioners may perform physical examinations within their legally prescribed scope of practice.

- Generously apply sunscreen with a sun protection factor (SPF) of at least 15 and reapply every two hours when outdoors, even on cloudy days.
- Wear protective, tightly woven clothing, such as a long-sleeved shirt and pants.
- Wear a 4-inch-wide broad-brimmed hat and sunglasses with UV protective lenses.
- Stay in the shade whenever possible.
- Avoid reflective surfaces, which can reflect up to 85 percent of the sun's damaging rays.

Medical Care

The following is the policy regarding medical requirements:

- **Medical examinations for the appropriate Learning for Life activity are required of all participants for the protection of the entire group. The immunization requirement is waived for people with religious beliefs against immunization.**

- **All participants and adult leaders should learn first aid, not for their own use, but for service to others who may require it. A participant or leader may ask to be excused from first-aid instruction, but no advancement requirement will be waived except as indicated.**

Prescriptions

The taking of prescription medication is the responsibility of the individual taking the medication and/or that individual's parent or guardian. An adult leader, after obtaining all the necessary information, can agree to accept the responsibility of making sure a youth takes the necessary medication at the appropriate time, but Learning for Life policy does not mandate nor necessarily encourage the leader to do so. Also, if your state laws are more limiting, they must be followed.

X. TRANSPORTATION

Established public carriers—trains, buses, and commercial airlines—are the safest and most comfortable way for groups to travel. Chartered buses usually are the most economical transportation for groups of 20 or more. It may be necessary for small groups to travel in private automobiles; however, the use of chartered equipment from established rail, bus, and airline companies is strongly recommended. The advantages are many. These companies have excellent safety records because of their periodic inspections and approved health and safety procedures.

Automobiles

It is essential that adequate, safe, and responsible transportation be used for all activities. Because most accidents occur within a short distance from home, safety precautions are necessary, even on short trips.

General guidelines are as follows:

- 1. Seat belts are required for all occupants.**
- 2. All drivers must have a valid driver's license that has not been suspended or revoked for any reason. If the vehicle to be used is designed to carry more than 15 people, including the driver (more than 10 people, including the driver, in California), the driver must have a commercial driver's license (CDL).**
- 3. An adult leader (at least 21 years of age) must be in charge and accompany the group.**
- 4. The driver must be currently licensed and at least 18 years of age. Youth participant exception: When traveling to an area, regional, or national activity or any Explorer event under the leadership of an adult (at least 21 years of age) outing leader, a youth participant at least 16 years of age may be a driver, subject to the following conditions:**
 - a. Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted)**
 - b. No record of accidents or moving violations**
 - c. Parental permission granted to the leader, driver, and riders**
- 5. Passenger cars or station wagons may be used for transporting passengers, but passengers should not ride on the rear deck of station wagons.**

- 6. Trucks may not be used for transporting passengers except in the cab.**
- 7. All driving, except short trips, should be done in daylight.**
- 8. All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the state in which the vehicle is licensed. It is recommended that coverage limits are at least \$50,000/\$100,000/\$50,000 or \$100,000 combined single limit. Any vehicle designed to carry 10 or more passengers is required to have limits of \$100,000/\$500,000/\$100,000 or \$500,000 combined single limit.**
- 9. Do not exceed the speed limit.**
- 10. Do not travel in convoy.**
- 11. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops. If there is only one driver, the driving time should be reduced and stops should be made more frequently.**

Campers, Trailers, and Trucks

Trucks are designed and constructed to transport materials and equipment, not people. **The beds of trucks or trailers must never be used for carrying passengers.** Outing permits will not be issued for any trip that involves carrying passengers in a truck except in the cab. This includes vehicles converted for that use unless they are licensed as buses and meet all requirements for buses.

Use caution in towing trailers or campers, as a vehicle's performance, steering, and braking abilities will be altered. Consider these safety tips:

1. Get the correct trailer for the car and the correct hitch for the trailer. Distribute and anchor the load.
2. Allow extra time to brake. Changing lanes while braking can jackknife the trailer.
3. Add safety equipment as dictated by common sense and state laws (mirrors, lights, safety chains, brakes for heavy trailers, etc.).
4. Park in designated areas.

Buses

A driver of a bus or any vehicle designed to carry more than 15 people (including driver) is required to have a commercial driver's license. Possession of a license, however, does not mean that a person is capable of driving a bus safely. It is essential that unit leaders and volunteers be thoroughly familiar with the bus they will be driving, including knowing the location of emergency exits and fire extinguishers and how to operate them. A driver must be prepared to handle and brake a full bus, which weighs significantly more than an empty bus. Other safety tips are

1. Maintain a regular and thorough maintenance program.
2. Ensure that there are no more passengers than there are seating locations.
3. Fasten luggage and equipment securely to prevent their being thrown around in case of sudden stop.
4. Keep emergency exits clear of people or things.
5. Make a pretrip inspection of critical systems (signals, fuel, tires, windshield wipers, horn, etc.).

The safety rules for automobiles apply to bus travel, with the exception of seat belts. In special cases, chartered buses may travel more than nine hours a day. On certain occasions, night travel by public carrier bus is appropriate—it should be considered permissible when conditions are such that rest and sleep for passengers are possible with a reasonable degree of comfort. However, night travel on buses should not be planned for two successive nights.

All buses must be covered by liability insurance with limits equal to or greater than \$500,000.

Trains

Observe these safety guidelines for train travel:

1. Don't lean out of windows or doors.
2. When changing trains, don't cross railroad tracks without permission.
3. Stay out of vestibules. Keep the railroad car door closed.
4. In case of illness or accident, see a train official who can arrange for medical help.
5. On overnight trips, one leader should be on watch duty at all times.

Boats

In national parks and some other areas of the country, special boat and canoe regulations are in force, and special boat permits are required for cruising or recreation. Follow these safety precautions:

1. **All outing leaders must have current training in Safety Afloat, issued by the Boy Scouts of America.**
2. **U.S. Coast Guard (USCG) recommends and Learning for Life regulations require that an approved USCG personal flotation device (PFD) be worn by each participant using watercraft in an aquatics activity. Types II and III are recommended for activity afloat.**

A capsized boat is never anticipated, so always be prepared. Be sure each individual wears a PFD.

3. **Rowboats or canoes carrying passengers should not be towed behind motorboats or sailboats.**
4. **Use of canoes should be restricted to swimmers who have satisfactorily demonstrated their ability in launching, landing, and paddling a canoe and in handling a swamped canoe. Canoeists should be taught the proper procedure for staying afloat if the canoe capsizes or is swamped.**
5. **Small boats, whether under sail or power, used for pleasure or ferry purposes, must have a minimum capacity of 10 cubic feet per person.**

Boats propelled by hand power—such as rowboats—and used for pleasure purposes only must provide a minimum of 7 cubic feet per person. (Lifeboats on passenger-carrying vessels propelled by power must comply with the 10-cubic-foot law.)

6. **Provision also should be made on all boats under sail or power for a sufficient quantity or supply of oars and rowlocks or paddles to be used in case of emergency. Fire-fighting equipment and lights also must be carried aboard.**
7. **Bilges of gasoline-powered boats should be kept free from gasoline and oil at all times. Thorough ventilation, either natural or by blower, is necessary to dispel gasoline vapor.**
8. **Motorized personal watercraft, such as jet-skis, are not authorized for use.**
9. **To prevent ignition by static electricity during refueling, establish complete metallic contact between the nozzle of the filling hose and the tank opening**

or filling pipe, and maintain contact until gasoline has ceased to flow. If a funnel is used, establish contact with the funnel and the opening in the tank. All passengers should be ashore during refueling.

For regulations that govern cruises by private powerboat or sailboat, refer to *Motorboat Regulations*, published by the U.S. Coast Guard.

Aircraft

Air travel is permitted as follows:

- 1. On any flight scheduled by a commercial airline.**
- 2. The Learning for Life Flying Permit Application (see sample in appendix) is required for all Exploring flying activities except for commercial flights, or flights covered under a post's approved Fly-Along Plan. The local Learning for Life representative reviews and approves the flight permit just as it would a tour permit. The Parent/Guardian Consent Form (see sample in appendix) is also required.** Units should attach the signed consent forms to the Learning for Life Exploring Flying Permit Application and keep a copy of the signed consent forms in their files.
- 3. Flying in hang gliders, ultralight airplanes, experimental-class aircraft, and hot-air balloons (whether or not they are tethered); parachuting, and flying in aircraft as part of a search-and-rescue mission are unauthorized activities.**
- 4. Airplane travelers are cautioned about what they pack in their luggage. In flight, variations in temperature and air pressure can cause some hazardous materials to leak or ignite. Included in the category of hazardous materials that should not be packed in luggage are matches or lighters; flammable liquids and gases; signal flares and other explosives; and bleaches, aerosols, mercury, and solvents containing dangerous chemicals that can cause toxic fumes and corrosion.**

Outing Permits

If a unit plans a trip within 500 miles of the home base, it is important that the unit obtain a local Learning for Life Outing Permit. A national Learning for Life Outing Permit is required for trips in excess of 500 miles from home or outside the continental United States. (See samples of both in the appendix.)

Outing permits have become recognized by national parks, military institutions, and other organizations as proof that a unit activity has been well planned and organized and is under capable and qualified leadership. These organizations may require the outing permit for entry.

Most short, in-town trips of a few hours do not require an Outing Permit; however, it is recommended that units obtain permission slips from parents and follow all requirements as found in the Outing Permit.

Commercial Driver's License Compliance

The following questions and answers may help you understand how drivers fall into a category of private motor carriers that are subject to the commercial driver's license (CDL) rules:

- 1. What is a "private motor carrier of passengers"?* A private motor carrier of passengers does not offer transportation services for hire but (a) transports passengers in interstate (some state regulations apply to intrastate) commerce, and (b) uses a vehicle designed to carry more than 15 passengers, which includes the driver, or a vehicle that has a gross vehicular weight greater than 10,000 pounds.
- 2. What are some examples of usage of a private motor carrier of passengers?*
 - Learning for Life units that use vehicles designed to carry more than 15 passengers, such as buses, is one example. The driver in this case is often a volunteer driver of a bus that is owned or leased. This category is referred to as nonbusiness private motor carrier of passengers and is probably the most frequent usage subject to the rule.
- 3. What about use of school buses?* In most states, Learning for Life units that contract with schools to use buses fall into the for-hire category, and the school is subject to the federal safety regulations. Since public school transportation vehicles are not subject to CDL rules when transporting students, the school may not realize that the for-hire regulations apply. The consequence could have a ruinous effect on a planned Learning for Life activity.
- 4. How will the rule be enforced?* The primary enforcement activity of both categories, business and nonbusiness, is the driver/vehicle inspection. Inspections can be performed anywhere on the road or at destination points such as parks, sporting complexes, etc. Only the business category is subject to

compliance reviews and record keeping, but if serious safety problems are identified in either category of vehicle usage, the operation of the vehicle is subject to being discontinued.

5. *Are Learning for Life operations subject to the drug and alcohol testing portion of the rule?* As of January 1, 1996, all operators of vehicles who are required to have a commercial driver's license are subject to drug and alcohol testing. There are no exemptions for the non-business private motor carrier of passengers category, which includes Learning for Life volunteer drivers. Local Learning for Life executives should establish guidelines for volunteer drivers based on the requirements of the state where located.

6. *How do Learning for Life officials obtain the Department of Transportation (DOT) identification number required for all vehicles that are subject to the CDL rule?* Form MCS-150 should be requested from the Federal Highway Administration (FHWA), Office of Motor Carriers, in the Learning for Life official's state. The completed form should then be sent to the FHWA's office in Washington, D.C., where a DOT number will be assigned. This number, as well as name, city, and state, should be displayed on the side of the vehicle. An education and technical assistance (ETA) package can be obtained from the local FHWA office.

XI. PERSONAL SAFETY

Because of the great concern for the problem of child abuse, safeguards have been developed for both youth and adult participants. Published and videotaped materials have been prepared to give professionals and volunteers information on the resources available for educating our participants about child abuse—how to avoid it, how to identify it, and how to deal with it. These materials are designed to give parents and their children basic information that will increase their awareness and sense of personal power to assist in their own self-protection.

Adult leaders can learn more from these materials:

- *It Happened to Me*, No. AV-09V011. This training program has been developed for the 6- to 9-year-old male audience. It is designed to educate this age group, through five scenarios, on the issue of sexual abuse and the “trickery” involved in luring young victims.
- *A Time to Tell*, No. AV-09V004. This award-winning youth protection program dramatizes three abuse situations and what to do about them. It was designed to be viewed by 11- to 14-year-old boys and can be used by community groups and organizations.

All people responsible for youth safety must understand and appreciate Learning for Life’s position of zero tolerance for child abuse or victimization in any form. **Adult leaders should report any suspected abuse to the local Learning for Life executive.**

Hazing and Initiations

All forms of hazing, initiations, ridicule, or inappropriate teasing are prohibited and should not be allowed.

Fraternization

All Learning for Life youth and adult participants should understand the concept of respect for others. This includes youth to youth as well as youth to adult interaction.

APPENDIX

Motor Vehicle Checklist

Owner's name _____

Address _____

City, state _____ ZIP _____

Driver's license no. _____ Renewal date _____

Telephone () _____

Insurance company _____ Amount of liability coverage \$ _____

Other drivers of same vehicle (this trip only) and driver's license numbers:

Make of vehicle _____

Model year _____ Color _____ Auto license no. _____

Basic Safety Check

1. Seat belts for every passenger? _____
2. Tire tread okay? _____ Spare? _____
Jack? _____
3. Brakes okay? _____
4. Windshield wipers operate? _____
Fluid in reservoir? _____
5. Current inspection sticker? _____
6. Headlights and turn signals operating?

7. Rearview mirrors? _____
8. Exhaust system okay? _____

Additional Safety Check

1. Flares for emergencies? _____
2. Fire extinguisher? _____
3. Flashlight? _____
4. Tow chain or rope? _____
5. First-aid kit? _____

FLYING PERMIT APPLICATION

Local Permit No. _____ Date Issued _____

This application must be filed with Learning for Life representative two (2) weeks in advance of scheduled activity for proper clearance.

Post No. _____ Town _____ District _____

_____ hereby applies for a permit and submits plans herewith for an aircraft

_____ flight on _____
Type of aircraft _____ Date _____ Year _____

Give airport name and location flight will originate and terminate: _____

Flight will include _____ youth and _____ adults.

Have parent or guardian consent forms been secured and attached to application? Yes

Have pilot documents, as required on the reverse side of this application, been attached to application? Yes

Leader and unit committee participant state that requirements and insurance coverages will meet the national requirements as listed on the reverse side of this application.

Leader's name _____ Age _____ Phone _____

Address _____

Signed by participant of unit committee

Signed by leader

RETAIN IN LEARNING FOR LIFE OFFICE

COMPLETE AND RETURN TO POST

OFFICIAL FLYING PERMIT LEARNING FOR LIFE

Permit issued to _____ Post No. _____

Town _____

Name of leader _____ Age _____

Address _____

Date of flight _____ Airport location _____ Total youth _____

Total adults _____ Learning for Life office address _____

Signed for Learning for Life

Local permit No. _____
Date issued _____
Approval Stamp

PILOT, AIRCRAFT, AND INSURANCE REQUIREMENTS

Insurance Requirements Aircraft to be used must have at least \$1,000,000 aircraft liability including passenger liability, with no passenger sublimit.
Insurance Company _____
Policy No. _____ Expiration Date _____

Aircraft Must have FAA STANDARD Certificate of Airworthiness, other proper documents, and must be current in all FAA-required inspections.
Date of last annual inspection _____

Type of Orientation Flight _____ Basic orientation flight is within 25 nautical miles of the departure airport with no stops before returning. Pilot must have at least a Private Pilot Certificate and 250 hours total flight time and be current under FAR 61 to carry passengers and have a current medical certificate issued under FAR 61.

_____ Advanced orientation flight is within 50 nautical miles of the departure airport, but the flight may land at other locations before returning to the original airport. Pilot must have at least Private Pilot Certificate and 500 hours total flight time and be current under FAR 61 to carry passengers and have a current medical certificate issued under FAR 61.

(Only Explorers and Explorer leaders may participate in Advanced orientation flights.)

Pilot Name of pilot _____
Type of certificate _____ (attach copy)
Date of current medical certificate _____ (attach copy)
Total flying time _____

Additional Information *No fee may be charged for the flight other than sharing of normal operating cost such as fuel or aircraft rental.
*Only aircraft with a STANDARD Airworthiness certificate allowed. No SPECIAL Airworthiness certificates accepted.
*IFR rating required for after-dark flying.

FOR ADDITIONAL GUIDANCE, SEE THE LEARNING FOR LIFE FLYING POLICY FOR EXPLORERS.

PARENT/GUARDIAN CONSENT FORM FOR LEARNING FOR LIFE FLIGHTS

I certify that I am the parent or legal guardian of the participant listed below, and I give my consent for him/her to participate in flight/flights listed. I understand that participation in aviation activities involves a certain degree of risk that could result in injury or death. I have carefully considered the risk involved and agree to hold Learning for Life, the Boy Scouts of America, and _____ Council, BSA, their officers, directors, employees, and agents harmless for all personal injury which could result from participation in this flying program.

Date(s) of flight(s) _____

For Aviation Explorer Post Fly-Along Plan **ONLY**, enter dates for period that all flights will be covered. (Cannot exceed 12 months. Example: Sept. 1, 1994, thru Aug. 31, 1995.)

Start date ___/___/___ End date ___/___/___

Name of Participant

Parent/Guardian Signature

Parent/Guardian Signature
(If two parents/guardians, both need to sign.)



PERSONAL HEALTH AND MEDICAL RECORD PART 1 AND PART 2

Part 1 (update annually for all participants). Activity: Camping, overnight hike, or other programs not exceeding 72 hours, with level of activity similar to that of home or school. Medical care is readily available. Current personal health and medical summary (history) is attested by parents to be accurate. This form is filled out by all participants and is on file for easy reference.

Part 2 (required once every 36 months for all participants under 40 years of age). Activity: Camping or any other activity such as backpacking, tour camping, or recreational sports involving events lasting longer than 72 consecutive hours, with level of activity similar to that at home or school. Medical care is readily available.

Note: Some states require an **annual** medical evaluation. Your Learning for Life representative can advise you about the requirements for your state.

If your child has had a medical evaluation (**physical examination**) within the last 36 months, a copy of the results of this examination must be attached to the health history for all participants in a camping experience lasting longer than 72 consecutive hours. If a copy is not available, a physical examination (using the Part 2 section of this form) must be scheduled by a *licensed health-care practitioner. This medical evaluation (physical examination) also is required if your child is currently under medical care, takes a prescribed medication, requires a medically prescribed diet, has had an injury or illness during the past 6 months that limited activity for a week or more, has ever lost consciousness during physical activity, or has suffered a concussion from a head injury.

*Examinations conducted by licensed health-care practitioners, other than physicians, will be recognized for Learning for Life purposes in those states where such practitioners may perform physical examinations within their legally prescribed scope of practice.

THIS FORM IS NOT TO BE USED BY ADULTS OVER 40.

PART 1 PERSONAL HEALTH AND MEDICAL HISTORY

(To be filled out annually by all participants)

To be filled out by parent, guardian, or adult participant. Please print in ink.

IDENTIFICATION

Name _____ Date of birth _____ Age _____ Sex _____

Name of parent or guardian _____ Telephone _____

Home address _____ City _____ State _____ Zip _____

Business address _____ City _____ State _____ Zip _____

If person named above is not available in the event of an emergency, notify

Name _____ Relationship _____ Telephone _____

Name _____ Relationship _____ Telephone _____

Name of personal physician _____ Telephone _____

Personal health/accident insurance carrier _____ Policy No. _____

I give permission for full participation in Learning for Life programs, subject to limitations noted herein.

In case of emergency, I understand every effort will be made to contact me (if participant is an adult, my spouse or next of kin). In the event I cannot be reached, I hereby give my permission to the licensed health-care practitioner selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child (or for me, if participant is an adult).

Date _____ Signature of parent/guardian or adult _____

Some hospitals require the parent/guardian signature to be notarized.

NAME _____ UNIT _____ CAMPSITE _____

Check all items that apply, **past or present**, to your health history. Explain any "Yes" answers.

ALLERGIES: Food, medicines, insects, plants Yes No Explain: _____

GENERAL INFORMATION:	Yes	No		Yes	No		Yes	No
ADHD (Attention-Deficit Hyperactivity Disorder)	<input type="checkbox"/>	<input type="checkbox"/>	Convulsions/seizures	<input type="checkbox"/>	<input type="checkbox"/>	Hemophilia	<input type="checkbox"/>	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	High blood pressure	<input type="checkbox"/>	<input type="checkbox"/>
Cancer/leukemia	<input type="checkbox"/>	<input type="checkbox"/>	Heart trouble	<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease	<input type="checkbox"/>	<input type="checkbox"/>

Explain: _____

List any medications to be taken at camp: _____

List any physical or behavioral conditions that may affect or limit full participation in swimming, backpacking, hiking long distances, or playing strenuous physical games: _____

List equipment needed such as wheelchair, braces, glasses, contact lenses, etc.: _____

Immunizations: (Give date of last inoculation.)

Tetanus toxoid _____	Measles _____	Polio _____
Diphtheria _____	Mumps _____	_____
Pertussis _____	Rubella _____	_____

PART 2 MEDICAL EVALUATION

(Read additional requirements outlined on front of form.)

Name _____ Age _____

NOTE TO LICENSED HEALTH-CARE PRACTITIONERS*: The person being evaluated will be attending one or more weeks of camp that may include sleeping on the ground and participating in strenuous activities such as hiking, boating, and vigorous group games. Please review the health history with the participant for any interim changes. **Explain any "abnormal" evaluations.**

PHYSICAL EXAMINATION (To be filled out by a licensed health-care practitioner*)

Height _____ Weight _____ BP _____ / _____ Pulse _____

Lab: Urinalysis (dipstick) _____ Albumin _____ Sugar _____

VISION: Normal _____ Glasses _____ Contacts _____

HEARING: Normal _____ Abnormal _____ Explain _____

Check box:	N	Abn		N	Abn		N	Abn
Growth development	<input type="checkbox"/>	<input type="checkbox"/>	Teeth	<input type="checkbox"/>	<input type="checkbox"/>	Genitalia	<input type="checkbox"/>	<input type="checkbox"/>
Skin	<input type="checkbox"/>	<input type="checkbox"/>	Cardiopulmonary system	<input type="checkbox"/>	<input type="checkbox"/>	Musculoskeletal	<input type="checkbox"/>	<input type="checkbox"/>
HEENT	<input type="checkbox"/>	<input type="checkbox"/>	Hernia	<input type="checkbox"/>	<input type="checkbox"/>	Neurobehavioral	<input type="checkbox"/>	<input type="checkbox"/>

Explain: _____

Limitations

Activity restrictions _____

Diet restrictions _____

Signature _____ Date _____

Licensed health-care practitioner*

Address _____ Phone _____

City, State, Zip _____

*Examinations conducted by licensed health-care practitioners, other than physicians, will be recognized for Learning for Life purposes in those states where such practitioners may perform physical examinations within their legally prescribed scope of practice.

INTERVAL RECORD	SCREENING EXAMINATION	
Date, Time, Place, Etc.	(Findings, diagnoses, treatment, instructions, disposition, etc.)	By
PHOTOCOPYING THIS FORM IS PERMITTED.		

PERSONAL HEALTH AND MEDICAL RECORD FORM—Part 3

I. IDENTIFICATION

Age _____ Sex _____

Date of Birth*

Name _____
 Last name First name Initial

Mo.	Day	Year
-----	-----	------

Address _____

City & State _____ Zip _____

Health/Accident insurance _____ Policy no. _____



IN AN EMERGENCY NOTIFY:

Name _____ Relationship _____

Address _____ Home phone _____

City & State _____ Business phone _____

Personal Physician _____ Phone _____

III. PARENTAL STATEMENT

Has it ever been necessary to restrict applicant's activities for medical reasons? No Yes Does applicant take medicine regularly or have special care? No Yes If yes, explain.

To the best of my knowledge, the information in sections I, II, III, IV, and VI is accurate and complete. I request a licensed health-care practitioner to examine applicant, to give needed immunization, and to furnish requested information to other agencies as needed. I give my permission for full participation in Learning for Life programs, subject to limitations noted herein. In the event of illness or accident in the course of such activity, I request that measures be instituted without delay as judgment of medical personnel dictates.

Parent or guardian _____
 (Must sign if applicant is 18 or younger)

Applicant's signature _____

Date signed _____

IV. IMMUNIZATIONS

If disease, put "D" and year.

	Last year given
Tetanus _____	
Diphtheria _____	
Pertussis _____	
Measles _____	
Mumps _____	
Rubella _____	
Polio _____	
Chicken Pox _____	

Religious preference _____

LEARNING FOR LIFE

All Part 3 activities require a health examination within the past 12 months by a licensed health-care practitioner.* This includes youth and adult members participating in high-adventure activities, athletic competition, and world jamborees.

II. EMERGENCY MEDICAL INFORMATION

Has or is subject to (check and give details):

- Allergy to a medicine, food, plant, animal, or insect toxin
- Any condition that may require special care, medication, or diet
- ADHD (Attention Deficit Hyperactive Disorder)
- Asthma Convulsions Heart trouble Contact lenses
- Diabetes Fainting spells Bleeding disorders Dentures



EXPLAIN _____

V. LICENSED HEALTH-CARE PRACTITIONER'S EVALUATION AND ADVICE

Approved for participation in:

- Hiking and camping Water activities
- Competitive sports All activities

Specify exceptions _____

Recommendations (explain any restrictions OR limitations): _____

Signed _____ Date _____

*Licensed health-care practitioner

*Examinations conducted by licensed health-care practitioners other than physicians will be recognized for Learning for Life purposes in those states where such practitioners may perform physical examinations within their legally prescribed scope of practice.

PLEASE TYPE OR PRINT.

NAME _____
 UNIT _____
 NOTE: Keep original form for your personal record. Make reproductions for agency use. Be sure information and signatures are legible on reproduced copies. This upper section may be reproduced and carried with you for emergency identification and care.

VI. MEDICAL HISTORY

Parent (or applicant if 18 or older): Fill in sections I, II, III, IV, and VI before seeing a licensed health-care practitioner. Check immunizations to be given at this time. Be sure to include any emergency information and restrictions or special care that should be observed. Especially be sure to record any injuries, illnesses, surgery, or significant changes in condition of health of applicant since last complete examination.

- Date of most recent complete physical examination (month and year) _____ 19_____
- Are you aware of any current health problems? No Yes
- Now under medical care or taking medicines? No Yes
- Has there been any surgery, injury, illness, allergy, or change in health status since last complete physical examination? No Yes

Give dates and full details below for any "yes" answers.

IS THERE DISEASE OF (OR PAST OR PRESENT HISTORY OF):

	No	Yes	Year	Details/Medicines
Serious illness	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Serious injury	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Deformity	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Surgery	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Skin, glands	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Ears, eyes	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Nose, sinus	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Teeth, tonsils	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Dentures	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Bridge	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Chest, lungs	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Heart	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Murmur	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Rheumatic fever	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Stomach, bowels	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Appendicitis	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Kidneys or urine	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Albumin	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Sugar	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Infection	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Bed-wetting	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Menstrual problems	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Hernia (rupture)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Back, limbs, joints	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Sleepwalking	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Nervous condition	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other (explain)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

VII. HEALTH EXAMINATION

Licensed Health-Care Practitioner:

The applicant will be participating in a strenuous activity that will include one or more of the following conditions: athletic competition, adventure challenge or wilderness expedition (afloat or afoot) that may include high altitude, extreme weather conditions, cold water, exposure, fatigue, and/or remote conditions where readily available medical care cannot be assured.

- Please insist applicant furnish complete medical history (VI) before exam.
- Review immunizations; for youth (18 or younger) tetanus and diphtheria toxoids, measles, mumps, and rubella vaccines, and trivalent oral polio vaccine are required; youths and adults must have had tetanus booster within 10 years. A measles booster is recommended at age 12.
- After completing section VII, summarize any restrictions and/or recommendations in sections II and V, above, and sign.

VISION: _____ HEARING: _____
 Normal _____ Normal _____
 Abnormal _____ Abnormal _____
 Date _____ Ht. _____ Wt. _____
 B.P. _____ / _____ Pulse _____ Glasses _____ Contacts _____

Check box if normal; circle if abnormal and give details below:

- Growth, development Teeth, tonsils Genitourinary
- Skin, glands, hair Respiratory Skeletomuscular
- Head, neck, thyroid Cardiovascular Neuropsychiatric
- Eyes, ears, nose Abdomen, hernia, rings Other (specify)

COMMENTS

LABORATORY: Urinalysis (Dip stick) Albumin _____ Sugar _____



REVIEW FOR CAMP OR SPECIAL ACTIVITY

DATE	AGENCY AND ACTIVITY	BY	"OK"	PHYSICIAN RECHECK NEEDED	RESULTS OF RECHECK	INITIAL

INTERVAL RECORD

(CAMP, CAMPOREE, TOURNAMENT, TRAVEL, ETC.)

DATE, TIME, PLACE, ETC.	FINDINGS, DIAGNOSES, TREATMENT, INSTRUCTIONS, DISPOSITION, ETC.	BY:



LOCAL OUTING PERMIT APPLICATION

FOR TRIPS AND CAMPS UNDER 500 MILES

LOCAL PERMIT NO. _____ DATE ISSUED _____

This application must be filed with local Learning for Life office 2 weeks in advance of scheduled activity for proper clearance. It is used for trips of less than 500 miles. If destination is 500 miles or more one way or outside the U.S.A., use National Outing Permit Application. If **backcountry trip, be sure to know BSA Wilderness Use Policy.**

_____ No. _____ Town _____ District _____ hereby applies
 Type of unit
 for a permit and submits plans herewith for a trip from _____, 19____, to _____, 19____.
 Date Date

Give itinerary if tour; or destination if camp, including route description for reaching campsite (for long trip attach map indicating route and overnight stops):

Type of trip: One day Touring camp Short-term camp Long-term camp (Furnish copy of program and menus.)
 Where swimming or boating is included in the program, *Safe Swim Defense*, No. 34370, and/or *Safety Afloat*, No. 34368, standards are to be followed.

Person in charge: _____ Safe Swim Defense Certification _____ Name _____
 Expiration: _____ and/or Safety Afloat certification _____ Expiration: _____
 or use of adult assistants so qualified: Safe Swim Defense Certification _____ Name _____ Expiration: _____
 and/or Safety Afloat certification _____ Name _____ Expiration: _____
 Also, at least one adult must be certified in CPR for Safety Afloat. _____ CPR Certificate Expiration: _____

Mode of transportation: Car RV Van Bus Boat Canoe Train Hiking Truck Other _____
 (The beds of trucks and camper trucks are approved for equipment only—passengers are allowed only in the cab.)

Tour will include _____ youth and _____ adults. Have parents' approvals been secured? _____

It is the tour leader's and unit committee member's understanding that all drivers, vehicles, and insurance coverages will meet the national requirements as listed on the reverse side of this application. The Learning for Life policy requires two adult leaders on all camping trips and tours. Tour leader in charge must be at least 21 years of age.

Tour leader's name _____ Age _____ Phone _____
 Print or type
 Address _____
 Assistant tour leader's name _____ Age _____ Phone _____
 Address _____

Signed by member of unit committee

Signed by tour leader

RETAIN IN LEARNING FOR LIFE OFFICE

OFFICIAL LOCAL OUTING OR CAMP PERMIT LEARNING FOR LIFE

This permit should be in the possession of group leader at all times and displayed when requested by officials or other duly authorized persons.

Permit issued to _____ No. _____ Town _____
 Type of unit

Name of tour leader _____ Age _____ Address _____

Assistant tour leader _____ Age _____ Address _____

Permit covers all travel between _____ and _____

Dates of trip from _____, 19____, to _____, 19____

Total youth _____ Total adults _____

This group has given the local Learning for Life representative every assurance that they will conduct themselves according to the best standards of good behavior and observe all rules of health, safety, and sanitation as prescribed by Learning for Life and as stated in the Pledge of Performance on the reverse side of this permit.

These spaces are for the signatures and comments of officials where the group camps or stays for one night or more. Signatures indicate that the cooperation and conduct were satisfactory in every way.

Date	Place	Signature	Comment

Local Permit No. _____

Date Issued _____

Approval Stamp

Not official unless approval stamp appears here.

Learning for Life office name and address

Learning for Life office phone no.

Signed for Learning for Life

INSURANCE

All vehicles **MUST** be covered by a public liability and property damage liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least \$50,000/\$100,000/\$50,000.) Any vehicle carrying ten (10) or more passengers is *required* to have limits of \$100,000/\$500,000/\$100,000. In the case of rented vehicles the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country.

KIND, YEAR, AND MAKE OF VEHICLE	NUMBER OF PASSENGERS	OWNER'S NAME	DRIVER'S LICENSE NUMBER	WILL EVERYONE WEAR A SEATBELT?	PUBLIC LIABILITY INSURANCE COVERAGE		
					PUBLIC LIABILITY		PROPERTY DAMAGE
					Each Person	Each Accident	
					\$	\$	\$

The local Learning for Life representative may allow a list of the above information to be attached to the permit in order to expedite the process. Each unit may circle the names of the drivers for an event or an activity.

TRANSPORTATION

1. You will enforce reasonable travel speed in accordance with state and local laws in all motor vehicles.
2. If by motor vehicle:
 - a. *Driver Qualifications:* All drivers must have a valid driver's license and be at least 18 years of age. **Youth Participation Exception:** When traveling to an area, regional, or national Learning for Life activity or any Explorer event under the leadership of an adult (21+) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) no record of accidents or moving violations; (3) parental permission has been granted to leader, driver, and riders.

- b. If the vehicle to be used is designed to carry more than fifteen persons (including driver) the driver must have a commercial driver's license (CDL).
Name: _____
C.D.L. expiration date _____
- c. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops.
- d. Seat belts are provided, *and must be used*, by all passengers and driver. Exception: A school or commercial bus.
- e. Passengers will ride only in the cab if trucks are used.

OUR PLEDGE OF PERFORMANCE

1. We will use the Safe Swim Defense in any water activity.
2. We will use trucks only for transporting equipment—no passengers except in the cab. All passenger cars, station wagons, recreational vehicles, and cabs of trucks will have a seat belt for each passenger.
3. We agree to enforce reasonable travel speed (in accordance with national, state, and local laws) and use only vehicles that are in safe mechanical condition.
4. We will be certain that fires are attended at all times.
5. We will apply for a fire permit from local authorities in all areas where it is required.
6. We will at all times be a credit to Learning for Life and will not tolerate rowdiness, keeping a constant check on all members of our group.
7. We will maintain high standards of personal cleanliness and orderliness and will operate a clean and sanitary camp, leaving it in a better condition than we found it.
8. We will not litter or bury any trash, garbage, or tin cans. All rubbish that cannot be burned will be placed in a tote-litter bag and taken to the nearest recognized trash disposal or all the way home, if necessary.
9. We will not deface trees, restrooms, or other objects with initials or writing.
10. We will respect the property of others and will not trespass.

11. We will not cut standing trees or shrubs without specific permission from the landowner or manager.
12. We will collect only souvenirs that are gifts to us or that we purchase.
13. We will pay our own way and not expect concessions or entertainment from any individual or group.
14. We will provide every member of our party an opportunity to attend religious services on the Sabbath.
15. We will observe the courtesy to write thank-you notes to persons who assisted us on our trip.
16. We will, in case of backcountry expedition, read and abide by the Wilderness Use Policy.
17. We will notify, in case of serious trouble, our local Learning for Life office, our parents, or other local contact.
18. If more than one vehicle is used to transport our group, we will establish rendezvous points at the start of each day and not attempt to have drivers closely follow the group vehicle in front of them.



NATIONAL OUTING PERMIT APPLICATION

LOCAL COUNCIL TIME STAMP	REGIONAL TIME STAMP
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A National Learning for Life Outing Permit is required for all groups traveling to areas 500 miles or more one way from home area (local council camp excepted), or crossing national boundaries into the territory of other nations. This application should be submitted, typed or printed, to the local Learning for Life office for approval **at least one month before your outing. Then the Learning for Life office will forward it to the regional service center for further approval.** It is essential that you read *Tours and Expeditions*, No. 33737A, before filling out this form. For trips and overnight camps less than 500 miles one way, use Learning for Life Local Outing Permit Application.

FOR OUTINGS 500 MILES OR MORE AND OUTINGS OUTSIDE THE U.S.A.

Current date _____

Learning for Life office name _____ Type of unit _____ No. _____

Learning for Life office address _____

Purpose of this trip is _____

From (city and state) _____ to _____

Mileage round trip _____ Dates / / to / / Total days _____

Is accident insurance in force for this unit? Yes No Company _____ Policy no. _____

LEADERSHIP AND PERSONNEL (Learning for Life policy requires at least two adult leaders on all camping trips and tours. Coed Explorer posts must have both male and female leadership.)

1. The adult leader in charge of this group must be at least 21 years old.

Name _____ Age _____ Position _____ Expiration date _____

Street or R.F.D. _____

City _____ State _____ Zip code _____

Home phone () _____ Business phone () _____

List experience and training for this responsibility _____

I have in my possession a copy of *Guide to Safe Learning for Life Activities*, No. 99-117, and have read it. _____

Adult leader's signature

2. Associate adult leader name(s) (minimum age 18) Age Scouting position Expiration date

Address _____ Phone () _____

Address _____ Phone () _____

Attach a list with additional names and information as outlined above.

<p>3. Party will consist of (number):</p> <p>_____ Explorers—male</p> <p>_____ Explorers—female</p> <p>_____ Adults—male</p> <p>_____ Adults—female</p> <p>_____ Total</p>	<p>4. Party will travel by:</p> <p>Car <input type="checkbox"/></p> <p>Bus <input type="checkbox"/></p> <p>Train <input type="checkbox"/></p> <p>Plane <input type="checkbox"/></p> <p>Canoe <input type="checkbox"/></p> <p>Van <input type="checkbox"/></p> <p>Boat <input type="checkbox"/></p> <p>Foot <input type="checkbox"/></p> <p>Cycle <input type="checkbox"/></p>	<p>If traveling by other methods, please specify:</p> <p>a. Party will travel with another post that has a male or female (circle one) leader. This leader will be responsible for the Explorer(s) of my post.</p> <p>Advisor _____</p> <p>Other post's no. _____</p> <p>Council _____</p>
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TRANSPORTATION

5. You will enforce reasonable travel speed in accordance with state and local laws in all motor vehicles.
6. If traveling by motor vehicle:
- a. **Driver qualifications:** All drivers must have a valid driver's license that has not been suspended or revoked for any reason, and must be at least 18 years of age. **Youth-participant exception:** When traveling to an area, regional, or national Learning for Life activity, or any Explorer event under the leadership of an adult (21+), tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) No record of accidents or moving violations; (3) Parental permission has been granted to leader, driver, and riders.

NATIONAL OUTING PERMIT

THIS IS TO CERTIFY THAT

Permission is granted to:

Tour leader _____ Date issued _____

Type of unit _____ No. _____

Council address _____

For trip from _____ to _____

Dates _____ to _____, 19 _____

This permit is granted with the understanding that the group is prepared to meet its own expenses and that no soliciting of funds or of special concessions because of its connection with Learning for Life will be permitted en route.

Any person to whom this permit is presented is advised that proper assurance has been given to approved representatives of Learning for Life that participants of this group are qualified campers and are familiar with the standards and objectives of good behavior and will conduct themselves accordingly.

- b. If the vehicle to be used is designed to carry more than 15 persons (including driver), the driver must have a commercial driver's license (CDL).
Name _____ CDL expiration date _____
- c. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops. If only one driver, then reduce driving time and stop more frequently.
- d. Seat belts are provided, *and must be used*, by all passengers and driver. Exception: A school or commercial bus, where not required by law.
- e. Passengers will ride only in the cab if trucks are used.

INSURANCE

All vehicles MUST be covered by a public liability and property damage liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least \$50,000/\$100,000/\$50,000 or \$100,000 combined single limit.) Any vehicle carrying ten (10) or more passengers is *required* to have limits of \$100,000/\$500,000/\$100,000 or \$500,000 combined single limit. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Attach an additional page if more space is required.

KIND YEAR AND MAKE OF VEHICLE	NUMBER OF PASSENGERS	OWNER'S NAME	DRIVER'S LICENSE NUMBER*	DOES EVERYONE HAVE SEAT BELTS?	PUBLIC LIABILITY INSURANCE COVERAGE		
					PUBLIC LIABILITY		PROPERTY DAMAGE
					Each Person	Each Accident	
					\$	\$	\$

***All drivers must have a valid driver's license that has not been suspended or revoked for any reason.**

- 7. If traveling by public carrier, plane, or boat:
 - a. Operations are in accord with state and federal laws.
 - b. Insurance coverage is adequate.

HEALTH—SAFETY—AQUATICS—SANITATION—WILDERNESS USE POLICY—YOUTH PROTECTION TRAINING

- 8. a. Where swimming or boating is included in the program, *Safe Swim Defense*, No. 34370, and/or *Safety Afloat*, No. 34368, standards are to be followed.
Persons in charge:

NAME	AGE	SAFE SWIM DEFENSE	SAFETY AFLOAT	CERTIFICATION EXPIRES

At least one person must be certified in CPR from any recognized community agency for Safety Afloat:

NAME	AGE	CPR CERTIFICATION	AGENCY	EXPIRATION DATE

- b. Our travel equipment will include: first-aid kit, road emergency kit.
- c. Units going into the wilderness or backcountry must carry and abide by the Wilderness Use Policy, No. 20-121.
- d. The group leader will have in his or her possession the appropriate health and medical forms for every leader and participant.
- e. All registered adults must have completed the Learning for Life Youth Protection training for participation in any national event/activity.

Itinerary. It is required that the following information be provided for *each day* of the tour: (Note: Speed or excessive daily mileage increases the possibility of accidents.) Attach an additional page if more space is required.

DATE	TRAVEL From	To	MILEAGE	OVERNIGHT STOPPING PLACE (Check if reservations are cleared.)	✓

We hereby verify that we consider the leadership of this tour adequate in every way, that the foregoing statements are correct, and that we will comply with the policies and procedures for tours and expeditions as established by Learning for Life. **In the event of any serious injury or fatality occurring during this activity, we will notify Learning for Life immediately.**

Signatures Required:

Approved _____ Unit no. _____ Date _____
(Chairman of committee)

Approved _____
(Tour leader)

Send this entire application to your local council service center for approval at least one month prior to the activity.

Approved _____ Council no. _____ Date _____
(Scout executive)

For Regional Use Only: Approved by _____ Region <input type="checkbox"/> W <input type="checkbox"/> C <input type="checkbox"/> S <input type="checkbox"/> NE Date _____
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