

Passport to Adventure Long Cruise

Sea Scout National Support Committee
Boy Scouts of America

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WHY HAVE A LONG CRUISE?

Young adults today seek greater challenges to their physical and mental abilities. High-adventure activities entice them to “stretch” to attain the goal of successfully completing an exhilarating outdoor experience. For Sea Scouts, a long cruise is a joyous opportunity—beyond the scope of the routine. It is more than just a scenic outdoor experience. It is more than just 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 and each other.

In meeting these challenges, young people gain confidence, humility, and self-reliance. Sailors become self-reliant by acquiring a wealth of knowledge and skills. A long cruise helps develop critical thinking, judgment, and decision-making skills.

High adventure stimulates good citizenship through teamwork and opportunities for leadership. It emphasizes spirituality by bringing young people closer to nature. It connects individuals to the water, developing a bond of respect for its power.

High adventure inspires young people to undertake worthy challenges and to work together to meet common team objectives. It offers a meaningful and lasting experience in their lives.



THE CALL OF ADVENTURE - A MESSAGE TO SAILORS

The exhilaration of being on the water is hard to top. Free from the distractions of everyday life, a sailor has a chance to pause and reflect. There are no ringing telephones, instant messages, e-mail, televisions blaring tragic events, traffic congestion, school, work, or meetings.

Living on a boat is a return to a simpler life. The air is fresh and invigorating, the whisper of a gentle breeze across the water is rejuvenating, the gurgle of the water against the boat or the sound of braking waves soothes your soul, and the warmth of afternoon sun rays assures you that all is right with God’s world. The outdoors beckons, offering a welcome respite. It also reminds you of your commitment to leave the environment as pristine as you found it.

To enjoy a long cruise, you must be fit. Part of preparing for marvelous outdoor experiences means undertaking a physical conditioning program to enhance your aerobic capacity and to tone your muscles. Being fit means feeling good about yourself not only physically, but mentally and emotionally, too. When you’re fit, you’re alert, able to sleep soundly, refreshed, and more confident. Your antenna is up—you relate more effectively to other people, your outlook is positive, and you are confident of your abilities.

Having adequately planned and trained for your long cruise, you will be prepared—to raft a turbulent river spewing spray in all directions, to navigate in new waters, or to explore new places. You will be prepared for all kinds of weather: driving rains, sea fog, and headwinds that make progress slow.

You will know that you can rely on the members of your ship. Being on the water is a maturing experience as you soon realize that you can't do everything alone. Your endeavors must blend with those of others; you share your needs and they express theirs. You may have an injury that needs attention, your gear may get soaked by a crashing wave, or you may simply be hungry or tired—but you learn that you can depend on the members of your ship. And they depend on you! Everyone realizes, "We're in this together." The ship works together to meet everyone's needs.

There is great strength in knowledge—knowing about appropriate sailing gear; knowing about proper nutrition— a blend of simple and complex carbohydrates, proteins, and fats; knowing how to pace your ship so that ship members avoid heat exhaustion; knowing that drinking lots of water is crucial to your well-being; knowing how to protect yourself from sunburn that may cause pain now and skin cancer later in life; knowing how to conserve the environment and preserve the experience of future sailors.

The best long cruises are planned, led, and carried out by youth. The purpose of Scouting is to help youth grow and mature. This happens when youth are responsible for their own plans and for making their own decisions. Teenagers usually can accomplish far more than many adults are willing to acknowledge. Adult leaders should offer suggestions and alternatives and give thoughtful guidance, but should let the youth plan and carry out their long cruise. People learn from experience. We learn best from experiences when we are responsible for the results. We may make some mistakes, but we learn from them. Most young people are eager to learn when given the opportunity.

Perhaps the greatest outcome of a long cruise is the satisfaction of successfully meeting the challenge of doing something that only a few others have attempted, and doing more than you ever thought you could. By making prudent choices and good decisions in a variety of situations, you succeed as an individual and as a ship.

KNOW BEFORE YOU GO

A schedule of preliminary training experiences is highly recommended to prepare Sea Scouts for their long cruise. This preparation will stimulate personal growth, advancement, acquisition of new skills, fitness, teamwork, and eager anticipation. Through the long cruise and the preparation for it, the basic objectives of the Boy Scouts of America are achieved: character development, participating citizenship, and mental, emotional, and physical fitness. A long cruise is as broad as the imagination and encompasses many different types of water and vessels – a sloop on Chesapeake Bay, a fishing boat in the Florida Keys, a retired Army T-boat in Puget Sound, a kayak on Galveston Bay, canoes on inland lakes and rivers, to name a few. Each of these environments must be treated with respect and with sensitivity to the future generations who will want to enjoy similar experiences.



CHAPTER 1 – WHO WILL GO?

PARTICIPANT QUALIFICATIONS

Every participant—youth, adult leaders, and staff members— must be in good health as verified by a current (within one year) physical examination, signed by a licensed medical practitioner. In addition, every Sea Scout and adult who desires to participate must have sufficient emotional and mental maturity to withstand the stresses and pressures of an extended long cruise experience. A basic level of skill is also essential for a safe, enjoyable sail. Parents and Sea Scout leaders should determine who is ready for a long cruise experience, based on those qualifications.

A youth or leader who desires to participate, but who is not emotionally, mentally, or physically ready for a long cruise, must be so informed. In the case of an unqualified youth, decide whether to counsel the youth directly or to inform the parents and let them speak with their child. Telling a young person that he or she is not qualified for an adventure can be an extremely difficult task. However, it is far better to take such action than to pit a youth against a challenge that he or she is likely to fail. It is in the youth's best interest to wait a year or two so that he or she will benefit fully from the experience. When coaching a youth, make sure he or she understands that there will be an opportunity for a future long cruise experience. Young people are more motivated when they are given encouragement and can work toward a specific objective.

PARENTAL APPROVAL

Sea Scout long cruises require the written approval of a parent or guardian for each ship member.

Parental Informed Consent and Hold Harmless-Release Agreement

I understand that participation in the _____ (activity) offered through the _____ Council, BSA, on _____ (date) involves a certain degree of risk that could result in injury or death. In consideration of the benefits to be derived and after carefully considering the risk involved and in view of the fact that the Boy Scouts of America is an organization in which membership is voluntary, and having full confidence that precautions will be taken to ensure the safety and well-being of my (son/ daughter), I have carefully considered the risk involved and have given _____ (name of son/daughter) my consent to participate in (activity), and waive all claims I may have against the Boy Scouts of America, _____ Council, activity coordinator(s), all employees, volunteers, or other organizations associated with the _____ (activity). In case of emergency, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the physician selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child.

Parent/Guardian Signature

Date

SHIP ORGANIZATION

Well-organized ships get chores accomplished quickly and have more time to enjoy the sail. If multiple vessels are being used, the boatswain should have crew leaders for every boat that he/she can rely on to carry out the tasks of each day.

The boatswain is a key person in a successful long cruise, and the adult leaders must support the boatswain. The boatswain is responsible for organizing the crews, assigning duties, making decisions, and recognizing the capabilities and limitations of each member. He or she leads by example and discusses ideas and alternatives with the entire ship to hear everyone's opinion and arrive at a consensus before taking action. This responsibility requires someone with leadership ability that is respected by everyone. Some ways the boatswain can provide leadership include:

- Establishing a duty roster
- Confirming navigation for the day's sail
- Making sure food is prepared, served and cleaned up in a timely manner
- Seeing that all ship and personal equipment and supplies are properly stowed

FIRST AID AND CPR TRAINING

To evacuate an injured ship member from a remote location, or to get medical professionals into a remote area, may take several hours. Training in first aid and cardiopulmonary resuscitation (CPR) is essential to allow proper and prompt attention to injuries or illnesses. In every ship, at least two people, and preferably three or more—either adults or youth—should be currently trained in Wilderness First Aid—Basic (or equivalent) and CPR (having completed a minimum eight-hour course from any recognized community agency, such as the American Red Cross or National Safety Council). It's a good idea to train the entire ship as part of planning and preparation. Equivalent training in wilderness first aid and CPR can be obtained from the following nationally recognized organizations:

American Red Cross, <http://www.redcross.org>

American Safety and Health Institute, <http://www.ashinstitute.org>

Emergency Care and Safety Institute, <http://www.ECSInstitute.org>

National Outdoor Leadership School, <http://www.nols.edu>

National Safety Council, <http://www.nsc.org>

Stonehearth Open Learning Opportunities, <http://www.soloschools.com/wfa.html>

Wilderness Medical Associates, <http://www.wildmed.com>

Wilderness Medical Society, <http://www.wms.org>

Wilderness Medicine Training Center, <http://wildmedcenter.com>

Wilderness Safety Council, <http://www.wfa.net>

THE SKIPPER

The role of the Skipper is to counsel and advise the boatswain, crew leaders and ship. If necessary, the Skipper should be prepared to discipline, without verbal or physical abuse, a ship member. The Skipper helps ensure the safety and well-being of each ship member. Insofar as possible, the Skipper lets the boatswain and crew leaders lead the ship. The more capable the boatswain, the more the Skipper should remain in the background, giving support only when needed.

Some responsibilities of the Skipper include:

- Arrange transportation, overnight stops, marina reservations, and meals en route to and from the high-adventure activity. (Older youth can make these arrangements with adult guidance.)
- Assist Scouts to earn their way through fund-raising efforts.
- Help ensure the safety and well-being of everyone in the ship.
- Address ship conflicts that may require discipline.
- Serve as a counselor and coach, and give appropriate guidance to the boatswain and ship members.

ADULT LEADERSHIP— BSA POLICY

Sufficient adult leadership must be provided on all trips and outings (coed overnight activities require both male and female adult leaders).

Two-deep leadership. Two registered adult leaders, or one registered leader and a parent of a participating Scout or other adult, are required for all trips and outings. Appropriate adult leadership must be present for all overnight Scouting activities; coed overnight activities— even those including parent and child—require male and female adult leaders, both must be 21 years of age or older, and one must be a registered member of the BSA. The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities. During transportation to and from planned Scout outings, do the following:

- Meet for departure at a designated area.
- Prearrange a schedule for periodic checkpoint stops as a group.
- 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 members—never one on one.

Safety rule of four: No fewer than four individuals (always with the minimum of two adults) go on any 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.

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

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

Single-room or dormitory-type accommodations for Scouting units: Adults and youth of the same gender may occupy dormitory or single-room accommodations, provided there is a minimum of two adults and four youth. A minimum of one of the adults is required to be Youth Protection–trained. Adults must establish separation barriers or privacy zones such as a temporary blanket or a sheet wall in order to keep their sleeping area and dressing area separated from the youth area.

When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian.

If separate shower and latrine facilities are not available, separate times for male and female use should be scheduled and posted for showers. Likewise, youth and adults must shower at different times. 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. Adult leaders need to respect the privacy of youth members in situations where youth members are changing clothes or taking showers, and intrude only to the extent that health and safety require. Adults also need to protect their own privacy in similar situations.

Coed Overnight Activities Policy

All Sea Scout activities shall conform to the ideals and purposes of the Boy Scouts of America. In order to ensure that all coed overnight activities for Sea Scouts and invited guests at ship, district, council, area/flotilla, regional, or national levels meet proper moral standards, the following policy has been established: The Skipper or council Scout executive must give careful consideration to the number of adults necessary to provide appropriate leadership for both male and female participants. The number of adult leaders required by the hosting facility or organization (such as a BSA national high-adventure base) must be provided.

- Adult leaders must be 21 years of age or older and be approved by the ship's committee chairman and chartered organization.
- Separate housing must be provided for male and female participants.
- An adult male leader must be housed with the male participants. An adult female leader must be housed with the female participants.
- Written parent or guardian approval is required for each Sea Scout or guest under 18 years of age.

Other Adult Leader Qualities

Each leader might not have all of the skills required for an activity. However, adult leaders for a long cruise experience should have some knowledge of that activity, or enlist the help of someone who does. The combined group of leaders should complement one another. Physical fitness, first-aid training and certification, lifesaving skills, survival skills, Leave No Trace and Tread Lightly! skills and outdoor ethics, outdoor experience, an ability to teach, a good understanding of young people, and sound judgment are important qualities for leaders. Leaders should be familiar with conditions in the territory to be covered, preferably by personal experience, or at least by contacts made well in advance. They should know the kind and amount of equipment that will be required and how to care for it; the costs of foodstuffs, gasoline, oil, etc.; variations in climate; road conditions; sources of food and water supply; marinas; and places where medical attention can be secured. If leaders are uncertain about their ability to lead, they must be willing to seek other resources.

YOUTH PROTECTION

All adult trek leaders must have completed BSA Youth Protection training for participation in any Scouting event or activity. Your local council has materials about this important training, or you can complete Venturing Youth Protection training online at MyScouting.org.

Hazing and Initiations

Any form of hazing, initiations, ridicule, or inappropriate teasing is prohibited and must not be allowed.

Standards for Privacy

Adult leaders need to respect the privacy of youth members in situations where the youth are changing clothes or taking showers, and intrude only to the extent that health and safety require. Adults also need to protect their own privacy in similar situations.



CHAPTER TWO – TRIP PLANNING

One of the real joys of an adventure is planning for it. Anticipation—that’s what happens when ship members get out maps, talk over routes, think about favorite activities, and discuss what to see and do on the long cruise. Once everything is prepared, anticipation will turn into action and you’ll be ready to travel. By planning well, you leave little to chance, and that means you can enjoy the outing to the fullest.

PLANNING SHIP ADVENTURES

Most adventures are more fun when friends travel together, and they are safer, too. Be sure to have at least four people in your crew, including two adults, so that if one person is injured, a companion can stay with the victim while two others go for help.

What Are the Ship’s Capabilities?

Before planning a long cruise or any outdoor adventure, it is crucial to consider the capabilities of the ship. Ask these questions.

- Who will go on the cruise?
- What are the ages of the ship members?
- What are the medical restrictions of those who want to go on the cruise, youth and adult?
- How much sailing experience does the ship have?
- How much experience does the ship have in the vessels to be used on the cruise?
- Do the ship members cooperate with one another, and does everyone pitch in to help with tasks?
- Does each person accept responsibility to help other members of the ship who may have difficulty?
- Does the ship accept the boatswain’s leadership?
- Does the boatswain discuss options with the ship before making decisions?

- Does the boatswain consistently use good judgment in making decisions?
- How well does the ship deal with tough problems?
- Is everyone committed to safety?

The answers to these questions will make a significant difference in how ambitious a long cruise the ship is prepared to undertake. Matching the long cruise experience to the capabilities of the ship is the most important initial step in planning a cruise. It can make the difference between a successful, enjoyable experience and a disastrous misadventure.

Matching the Adventure to the Group

Take into account the following important qualities.

Experience and knowledge. The amount of experience a person has is often, but not always, an indicator of how well that person will do on a trip. Ship members should have a mastery of the skills of any activity planned. It's also valuable for them to have related experience such as first aid training, navigational expertise, swimming and lifesaving abilities, and an understanding of weather.

Still, abundant experience does not necessarily create abundant wisdom. Experience must be tempered with good judgment, a concern for the environment and the members of the ship, and a willingness to learn from anyone who can teach better skills.

Maturity. The more mature the members of the ship, the more demanding the adventures they can enjoy. Mature sailors can take care of themselves and help others when the need arises. They use good judgment and, rather than waiting for someone to tell them what to do, keep their eyes open and pitch in wherever they can to make the ship run smoothly and well.

Attitude. When difficulties arise while a group is away from home, the attitudes of ship members will determine the success of an adventure. Anger and withdrawal can spoil a trip, but even the worst weather and the silliest mistakes can be overcome if the group takes adversity in stride and endures. Cheerfulness is infectious. Keep spirits high; sails with the most miserable conditions may create the fondest memories.

Interests. Each member of the ship will have definite likes and dislikes. One member might love small boat sailing but dislike cruising on larger vessels. Another might enjoy fresh fish and hate beef. Still another might like to spend time alone while another person might thrive on the company of others. As the ship discusses what it would like to do on their long cruise, each person probably will make personal interests known. All will want to do the things they like best. Are ship members willing to try something new? Does a ship member have a skill to teach the rest of the group onboard? Can several different interests be satisfied with one trip, or should the group focus on a single activity on this cruise and do something different next time?

Physical capabilities. Different long cruises require different degrees of exertion. Therefore, be certain the activities you are considering are not beyond the physical capabilities of your group. An exhausted sailor is not only miserable, but also more likely to become injured or ill. A clue to the fitness of your ship is the amount of exercise they get during a typical week. If they regularly engage in sports, walk a lot, bicycle, or go camping on weekends, they probably are in good shape.

Planning the Duration of a Trip

Determine how much time you have for a trip. Preparatory events could be an afternoon on the water or a weekend sail, but the long cruise itself should last a week or longer. Include in your plans sufficient time to travel to and from the points where your adventure will begin and end. To get maximum participation, the time frame for the long cruise should fit the schedule of a majority of the ship members. Available vacation time for adult leaders is a critical factor that must be considered.

PLANNING WHERE TO GO

The distance a ship can cover on a long cruise is only limited by imagination. There are many options for arranging a fun, successful and safe sailing trip. You can arrange for a private charter in the Bahamas, rent a houseboat on the Mississippi, canoe the boundary waters, attend one of the BSA's many high adventure bases, or join another ship on their vessels. If money is no object, the sky is the limit.

The BSA Sea Base in Islamorada, Florida is a beautiful place. There are several choices for a week of adventure. The cost for six Sea Scouts and two adults is about \$800 per person, but this cost includes the boat, a licensed operator, food and everything but personal gear and the expense of getting there. More information can be found at <http://www.bsaseabase.org>.

If you want to sail in the Gulf of Mexico, Sea Scout Base in Galveston, Texas has a lot to offer. The state of the art facility offers a range of weeklong activities for about \$700 per person. Lodging, food, vessels and operators are included in this cost. Check out their programs at <http://ssbgalveston.org>.

Private charters offer a range of possibilities. The cost of a 40 foot sailboat is generally about \$4000 a week plus \$200 a day for an operator. This cost does not include food, dockage, fuel, etc. If you hire a vessel operator, the law only allows six passengers on the vessel. If one of the ship's adults meets the company's requirements to be a qualified operator, you can carry as many people as the vessel will safely hold. To explore these possibilities, go to <http://www.sunsail.com>.

A number of councils and Sea Scout ships have options you may wish to consider. The descriptions found online at the BSA's council high-adventure directory at <http://www.scouting.org> will help your ship decide if a council high-adventure program might best fit the group's needs and desires. Also consider the alternatives: National parks, national forests, Bureau of Land Management areas, U.S. Fish and Wildlife Service refuges, state recreation areas, or privately administered lands. Don't forget that *Scouting magazine*, the magazine sent to registered adult leaders has many opportunities and contacts advertised throughout its pages.

In planning a long cruise, study the charts for the water you will be exploring. Estimate the amount of time required to travel from place to place. Estimate time generously to allow for unexpected problems. It is better to have too much time to reach a destination than too little. By not rushing, you'll enjoy yourself a great deal more, be less apt to make mistakes, and have time for other activities such as photography, observing nature, and discussing plans for the next day.

Cruise Planning

Before you leave home, decide how strenuous a trip will be so that once you're underway, no one will be caught by surprise. Some ship members may want to travel long and hard, while others would rather spend time studying the surroundings or getting into the slip early to swim and prepare a gourmet meal. Take the desires of everyone into consideration and see if you can work out compromises. Perhaps you will plan to sail hard one day and have shore leave the next, or plan a leisurely preliminary shakedown sail followed by a more ambitious leg the next day.

Even the best-prepared ship should plan some leeway into a trek for unforeseen events. Give yourselves anywhere from a few hours' to several days' leeway in case the weather is bad. You may need to plan shore leave to allow ship members to do laundry and eat ice cream. Shore leave boosts the spirits of everyone in the ship. The ship might elect to spend three days, for instance, in one location where good fishing or numerous opportunities for side trips exist.

Planning an Award-Winning Long Cruise

Almost every element of sailing on a long cruise is also an advancement objective. Meal preparation, navigation, keeping a log, and boat handling are just a few of the areas where youth can be showing mastery of advancement requirements. The days you spend underway can also be counted toward earning the Long Cruise badge for both youth and adults. The Boy Scouts of America through local councils also make available the 50-Miler Award, a recognition given to members of a ship which take a canoe, rowboat, or sailing trip of no less than 50 consecutive miles in at least five consecutive days, and fulfill requirements for group service projects on the trail.

RELIGIOUS OBLIGATIONS

The Boy Scouts of America is specially pledged to encourage reverence and faithfulness to religious obligations. It discourages weekend programs that preclude attending religious services or that discriminate against a member who elects to remain at home to attend services. Scouting activities should be planned with the approval of the parents and the religious leaders and should not interfere with the Scouts' religious obligations. When traveling, arrange to attend religious services en route or conduct a Scout vesper service on the sail. Remember to say grace before each meal.

It is also recommended that weekend driving be kept to a minimum. This is the time when highway traffic is heaviest, and the accident hazard, therefore, greatly increases. Unless driving is absolutely necessary, Sundays might better be spent in attending religious services, sightseeing, and restful recreation in some community of particular interest along the route.

TRIP PLAN

Itinerary Planning

An itinerary is a blueprint of your trek. Once you have the plan on paper, you'll discover that it's easy to see what meals you'll need to prepare and what equipment you'll want to take. You won't be likely to forget essential details like arranging transportation to and from the area.

The more extensive the long cruise being proposed, the more thorough your itinerary planning should be. Sir Edmund Hillary, the first person to climb Mount Everest, once said, "Good planning means living the experience in advance." Being able to plan your navigation ahead of time will help your ship plan an itinerary that is appropriate for the circumstances you expect to encounter.

Also crucial to the planning of any long cruise itinerary is the amount of food and equipment that must be carried. (See chapter 5.) The more food and gear that must be taken, the more often you'll need to be resupplied.

An alternate plan should be devised for every itinerary in case plans are disrupted by unforeseen events. When the entire group is involved in this process, unpleasant surprises are reduced by considering what might cause a change in plans and then developing an alternate itinerary.

When your ship arrives at a consensus of what your itinerary and alternate plans will be, write them down. Include a full description of your intended route, where you plan to dock, and what time you will return.

A trip plan lets people know where you're going and when you intend to be back. Be sure everyone understands your itinerary, and then stick to it. Good organization requires that

everyone concerned with the group have accurate information on the whereabouts of the group at all times.

Give copies of the trip plan and alternate plans to parents, the ship committee, and file the appropriate tour plans with your local council service center. Also give each member of the party a copy of the trip plan, a list of license plate numbers of the party's vehicles, and telephone numbers and addresses of scheduled stops. Make sure each person understands what to do if separated from the group. This is vitally important and should include such instructions as:

- Contact the group by phone at the next scheduled stop and stay at the point of departure.
- Contact a designated person in your home community.
- Look in the telephone book to see whether there is a Boy Scouts of America local council in the vicinity; call the local Scout executive for help.
- Call the police or sheriff's office for help in locating your group.
- Notify the Scout executive of your local council by telephone.

Where Will You Get Help?

Although your travels may take you far from roads, a large network of people remains ready to assist you during an emergency if you can alert them to your needs. As you plan a long cruise, take time to identify, and learn how to contact search-and-rescue teams and medical personnel. Use the Internet to research information, and think through a course of action you would take to get help. Determine:

- The location of the nearest medical facilities to the areas of your long cruise
- How to evacuate an injured ship member
- Where to deliver an emergency message while you are on the water if someone in your ship becomes seriously injured
- Who the home contact person is in case an emergency occurs
- Who will pay for the cost of an evacuation if one is necessary

The nearest community of any size will probably have a medical facility, but telephone the chamber of commerce or other community-service agency to be sure.

Emergency Communications

Leaders must be prepared to deal with emergencies that may develop at home, requiring the immediate return of a member, as well as emergencies on the road requiring treatment and hospitalization or the return home of a member.

Keep parents informed and, in emergencies, use the telephone according to prearranged plans. If an emergency involves the entire group, it probably will be impossible for you to inform all of the parents, as well as the local council service center. An emergency contact person from your ship committee or one individual parent should be designated. You can send a message to that person and let him or her inform the others. Be sure to designate alternates in case the first person cannot be reached.

As discussed earlier, you should plan a day-by-day itinerary that shows where the ship will be staying each night and gives a telephone number if a phone is available. Distribute this itinerary to all parents. Leave the emergency contact person a highway map and chart showing your intended route. Let your emergency contact know the time of your departure and your expected time of return.

If you must deviate from your planned itinerary, inform your emergency contact, if possible, so that parents can be notified. If you are late in returning, people will assume you have encountered difficulties. If you don't return at your appointed time, the emergency contact person should activate a preplanned emergency response. Therefore, if you are delayed for a nonemergency reason, make every effort to notify your emergency contact so that an emergency response is not activated. And when you return, be sure to notify everyone with whom you have left a trip plan so they know you're back and don't report you missing or worry unnecessarily.

Plan for the Unexpected

- Determine whom to notify first in case of an accident to a member of the party.
- Determine who will take charge in case of an accident to a leader.
- Maintain a well-stocked first-aid kit to be used by trained persons.
- Make provision for the care of an injured or sick member.
- Determine responsibility for hospital and doctor bills.
- Plan what to do in case of accidental separation of the party or individual members.
- Plan how to make up the schedule and meet appointments in case of breakdown or other delay.

Emergency Action Plan

Perhaps the most critical test of your preparedness will be in 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 sail, an overnight or longer sail, and all other activities.

A plan should include:

- The person in charge
- Actions to be taken
- Alternatives
- People and agencies to notify
- Location of nearest telephone or other means of communication throughout your cruise
- Location of law enforcement
- Names and locations of fire and health facilities

REFERENCES

Guide to Safe Scouting, No. 34416, establishes parameters for Scouting programs and activities and includes information on how to assure safety. It is available at local council service centers and on the BSA website, <http://www.scouting.org>. You also can visit the Boy Scouts of America's directory of high-adventure programs at <http://www.scouting.org>.

Online Resources

- Tour plan: www.scouting.org/forms
- Annual Health and Medical Record: www.scouting.org/forms

CHAPTER 3 – TRAVEL, BUDGET AND INSURANCE

In planning a long cruise, an essential consideration is how your ship will be transported to the starting point of the cruise. Often this will entail several modes of transportation. Because transportation can be the greatest expense for long cruise participants, it's important to carefully consider alternatives. Travel services on the Internet can be useful for identifying travel resources. A local travel agency may be able to help by getting cost estimates for alternate means of transportation. The usual transportation alternatives include travel by air, train, commercial bus, chartered bus, or private vehicles including vans, buses, and recreational vehicles.

Before choosing a mode of travel, explore the alternatives and their costs. Don't forget to consider the costs of meals, lodging, and additional vehicle insurance required in each plan. The results of this analysis may surprise you.

If you will be going during a school vacation period or over a holiday, it is important to schedule transportation well in advance to ensure space for your ship. If you will be traveling by private vehicle, you will need to arrange for enough drivers to allow plenty of relief, as specified on the tour plan.

A long cruise itinerary can be planned to loop back to the starting point or to end at a new destination. If the itinerary will not loop back, consider how transportation will be arranged from the new destination to your home community.

GROUP TRAVEL

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.

For long trips, scheduling an airline flight may be the most reasonable mode of travel in terms of cost. Flying usually eliminates the necessity of overnight stops, meals, and the sheer boredom of a long trip.

Traveling by train or commercial bus may be a good alternative if the carrier takes your group to the right area. For groups of 15 or more, train reservations can be scheduled through Amtrak at 800-872-1477. For groups of fewer than 15 participants, call 800-872-7245 for Amtrak reservations. The toll-free number to charter Greyhound Bus Lines is 800-454-2487.

Automobiles/Vans

It is essential that adequate, safe, and responsible transportation be used for all Scouting activities. Safety precautions are necessary even on short trips by private automobile; most accidents occur within a short distance from home.

Plan your trip so you never have to push it beyond safe driving limits. Keep your headlights on to make your vehicles extra visible. A long cruise experience is not over until everyone is safely home.

The leadership of each group and chartered organization should select competent drivers. Age alone does not ensure driver competence. National Safety Council studies indicate that mental attitude, maturity, sound judgment, and safe driving experience are vital to good driver performance.

Observe these rules:

- Every driver must be licensed. If the vehicle to be used is designed to carry more than 15 persons, including the driver (more than 10 persons, including the driver, in California), the driver must have a commercial driver's license (CDL).
- An adult leader (at least 21 years of age) must be in charge and accompany the group.
- A driver must be at least 18 years of age. Youth-member exception: When traveling to an area/flotilla, regional, or national Boy Scouting activity or any Sea Scout or Venturing event under the leadership of an adult (at least 21 years of age) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions:
 - The youth member must have six months' driving experience as a licensed driver. (Time on a learner's permit or equivalent is not to be counted.)
 - The youth member must have a record free of accidents and moving violations.
 - Parental permission must have been granted to the Skipper, driver, and riders.
- Driving time is limited to a maximum of 10 hours per day and should be interrupted by frequent rest, food, and recreation stops. If a vehicle has only one driver, driving time should be reduced and stops made more frequently.
- Each occupant of a vehicle must have and must wear a safety belt.
- Station wagons may be used for transporting passengers, but never permit passengers to ride on the rear deck or tailgate of a station wagon.
- Trucks may not be used for transporting passengers except in the cab. Never permit passengers to ride in the bed of a pickup or truck.
- All driving, except short trips, should be done in daylight.
- Plan for a minimum of eight or nine hours' sleep at night.
- 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. (See "Adequate Coverage" later in this chapter.)

Many accidents result from driver failure or faulty driver performance. Drivers should always obey *all* traffic regulations, especially speed limits. Drive at moderate speeds, keep pace with traffic, avoid fast starts and stops, and keep at least a two-second gap between automobiles—

more for larger and heavier vehicles. (To keep a distance of two seconds between automobiles, begin counting as the vehicle in front passes some stationary point such as a mileage marker or bridge abutment. Two seconds should elapse before the next vehicle reaches that same point.)

All privately owned vehicles should meet all state legal requirements and be approved by the ship committee and chartered organization as being in safe condition before the start of the tour. (Engine, brakes, steering, lights, tires, exhaust system, lubrication, horns, and windshield wipers should be in safe condition.)

Correct tire care is vitally important. Tires should be checked regularly for balance and alignment and rotated as necessary. Tread should be carefully checked—the tread pattern must have a depth of at least 1/8 inch for safe driving. Air pressure should be correct and checked frequently. Tires should be inspected regularly for damage.

Keep well off the road if your car has to stop at the roadside. Use flags by day and flares by night to warn approaching vehicles. Use flashers if the car has them. Vehicles stopped on the side of the road for any reason should be emptied completely of passengers to avoid injury in case of collision with cars approaching from the same direction. Try to avoid stopping in an acceleration lane. Be especially alert at unprotected railroad crossings and other potentially dangerous places.

During transportation to and from planned Scout outings:

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

A common departure site and a daily destination point are important. Two adults for each vehicle are desirable. One adult per vehicle is adequate; however, a youth member should never travel alone with an adult. At least one other adult or youth member must be present.

Two or more cars in the same tour group should not attempt to stay together on the road. Drivers should establish points of rendezvous at suitable meeting places. Avoid driving in line “convoy style.”

Keep all car doors locked while the vehicle is in motion. Keep car windows rolled up except as needed for ventilation and to keep carbon monoxide fumes from accumulating in the vehicle. Arms, heads, and any objects should be kept inside the car.

Vehicles should carry at least the following minimum emergency equipment: first-aid kit, fire extinguisher (type approved to extinguish electrical fires), flashlight, road flares, shovel, and road distress flags.

Trucks, Trailers, and Campers

Trucks are designed and constructed to transport materials and equipment, not people. *Never use the beds of trucks or trailers for carrying passengers.* Tour plans 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. This also means that military trucks do not meet the requirements even though they may

have benches. They haul military personnel, but they do not qualify to carry Scouts.

Trailers may be used for carrying equipment, provided they meet all safety, lighting, and licensing requirements. If you will use a utility trailer or canoe trailer, check state laws pertaining to trailer use. Trailers are not allowed on some highways, so plan your route accordingly.

Use caution in towing trailers or campers, as a vehicle's performance, steering, and braking abilities will be altered. Get the correct trailer for the car and the correct hitch for the trailer. Distribute and anchor the load. Allow extra time to brake; changing lanes while braking can jackknife the trailer. Add safety equipment (mirrors, lights, safety chains, brakes for heavy trailers, etc.) as common sense and state laws dictate. Park in designated areas.

Buses

Commercial driver's licenses are required for all bus drivers, but be aware that possessing a license does not guarantee 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.

The safety rules for automobiles apply to bus travel, with the exception of seat belts. A bus should not carry more passengers than there are seating locations. Be sure luggage and equipment is fastened securely to prevent it being thrown around in case of an accident. Keep emergency exits clear of people or things. In addition to a regular and thorough maintenance program, a bus should undergo a pre-trip inspection of critical systems (signals, fuel, tires, windshield wipers, horn, etc.).

Chartered buses should travel no more than nine hours a day. Night travel by public carrier bus may be appropriate and should be considered permissible as long as passengers can rest and sleep with a reasonable degree of comfort. However, do not plan night travel on buses for two successive nights.

Trains

For safety when traveling by train, don't lean out of windows or doors. Stay out of vestibules. Keep railroad car doors closed. When changing trains, don't cross railroad tracks without permission.

In case of illness or accident, see a train official who can arrange for medical help. On overnight trips, one adult leader should be on call at all times.

Air Travel

Airplane travelers must be cautious about what they pack in their luggage. In flight, variations in temperature and air pressure can cause some hazardous materials to leak, ignite, or explode. Contact your airline for current guidelines regarding checked and carry-on luggage.

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. _____

OVERNIGHT STOPS ALONG THE WAY

Your travel provisions must include planning for meals and lodging en route. Military bases generally offer low rates and decent accommodations. *Guide to Military Installations in the U.S.* lists all active military bases. It is available at low cost by telephoning 800-368-5718; by writing to Army Times Publishing Company, Fulfillment Department, 6883 Commercial Drive, Springfield, VA 22159-0500; or by e-mail to MCOCIR4@aol.com.

You may also be able to arrange to stay overnight at a school, camp, state or national recreation area, or private campground, or with a local Scouting unit. The possibilities are endless.

In planning stopping points along the route, it is important to have complete and accurate information about the accommodations that are available. You can get information directly by phoning the managers of the places where you wish to stay. Make reservations well in advance of your trip to be sure your reservations can be confirmed. Tell the managers the number of youth members and adult leaders in your party, dates and times of arrival and departure, and the services or facilities you desire.

Council Camps

There are BSA local councils in every state in the United States. Many of them have sites at their camps for groups such as yours to use. Visiting these Scout camps can afford ships

wonderful opportunities to interact with Scouts from other areas of the country. Some groups will want to make such an experience a main objective of their trip, and may camp and participate in the program for an extended time. Such an experience necessitates long-range planning and, of course, the approval of the councils involved. To learn about Scout camps, call your local council service center for the phone numbers of councils en route to your destination. There is also a special iPhone app free at the App Store titled 'Camp Scout' to identify camps within 150 miles of the zip code you want to visit.

Federal, State, and Local Parks

Many approved overnight facilities are available through the cooperation of the USDA Forest Service, the Bureau of Land Management, the Army Corps of Engineers, the National Park Service, and state, municipal, and county park systems. Fees vary with each site.

Many agencies have established special rates for youth groups. Generally, these sites cannot be reserved. Therefore, do not send a reservation fee. Even where reservations are not necessary, a postcard notification of arrival time will help park superintendents or forest rangers; often they will have a site for a Scout group that shows that consideration. Be sure to notify the park superintendent or forest ranger in case of any delays or cancellations.

Military Installations

Many Army, Navy, Air Force, Marine Corps, and Coast Guard installations are located throughout the United States. The military services are interested in Sea Scout tour groups visiting their bases and stations. In many instances, overnight accommodations in barracks or camps can be provided for Scout tour groups; however, the military services cannot offer these facilities in direct competition with commercial campgrounds or hostels. Arrangements for overnight stops must be made in advance or your group will not be accepted. Your plans should allow time for an orientation tour of the base or facility, to allow your group to understand better the mission of the base as it applies to the defense of the United States.

Meals can be furnished at reasonable costs and, where bedding is provided, there may be a small charge for linens and towels. Groups should carry their own bedding in case they have to sleep on the floor.

To request information about accommodations, base tours, and nearby points of interest, address all correspondence to the public affairs officer of each installation to be visited. To maintain good relations with our military hosts, Sea Scout tour groups should observe the following considerations:

- If the group is unable to arrive as scheduled, notify the installation.
- If plans change, notify the installation at least 24 hours before scheduled arrival.
- In case of emergency or breakdown, telephone the installation immediately regarding the change in scheduled arrival.
- If the number in your group changes by more than three persons, notify the installation before arrival so that necessary adjustments can be made. (Note, for example, that Scout group leaders are responsible for defraying costs of meals ordered and not consumed.)

Adult leaders with military connections should not attempt to use their reserve or military status to secure any special services or favors or changes of plan for the group.

Caution: Instruct all tour members to listen to adult leaders, to remain together, and to avoid roaming military areas indiscriminately. Be sure to tell the group that unknown terrain and all military equipment must be respected for reasons of safety and are not to be investigated. All tour groups must understand and adhere to any instructions given to them by military personnel at an installation.

Your group should understand that sometimes military installations may be in practice or training alerts at the time of your arrival, so last-minute cancellation or delay of your reservations is a possibility. Be prepared; have a backup facility or campsite in mind.

Regulations

On arrival at an overnight group site, whether a park, forest campground, Scout camp, youth hostel, military installation, YMCA, YWCA, or college, the Skipper should check in with the person in charge and request a copy of the rules and regulations governing the use of the area. Leaders should then familiarize all the members of the group with the rules.

TOUR PLAN

The tour plan is a checklist for best practices to be prepared for safe and fun adventure. Completing the tour plan may not address all possible challenges but can help ensure that appropriate planning has been conducted, that qualified and trained leadership is in place, and that the right equipment is available for the adventure.

In addition, the plan helps to organize safe and appropriate transportation to and from an event, and defines driver qualifications and minimum limits of insurance coverage for drivers and vehicles used to transport participants.

Please complete and submit this plan at least 21 days in advance to ensure your council has enough time to review the plan and assist you in updating the plan if it is found defective. When the review is complete, the second half of the plan is returned to you to carry on your travels.

Situations when a tour plan must be submitted for council review include the following:

- Trips of 500 miles or more
- Trips outside of council borders not to a council-owned property
- Trips to any national high-adventure base, national Scout jamboree, National Order of the Arrow Conference, or regionally sponsored event
- When conducting the following activities outside of council or district events:
 - Aquatics activities (swimming, boating, floating, scuba, etc.)
 - Climbing and rappelling
 - Orientation flights (process flying plan)
 - Shooting sports
 - Any activities involving motorized vehicles as part of the program (snowmobiles, boating, etc.)

- At a council's request (contact your local council for additional guidelines or regulations concerning tour plans)

Regardless, the tour plan is an excellent tool that should be included in preparation for all activities, even those not requiring it. It guides a tour leader through itineraries, travel arrangements, two-deep leadership, qualifications of supervision, and transportation.

More information can be found at <http://www.scouting.org/sitecore/content/Home/HealthandSafety/TourPlanFAQ.aspx>.

FLOAT PLAN

For every day you are underway on your long cruise, someone reliable **must** know where you expect to be and when you expect to return. You must communicate daily with that person so they know you have reached your pre-planned destination safely. Leave a copy of a written float plan with parents and notify ports of call when you plan to arrive and what you are sailing. A float plan includes a description of your boat, who is on board, a description of the safety equipment you are carrying, where you expect to be, and when you expect to be there. Instruct the person holding the float plan to notify the Coast Guard or other appropriate agency if you do not return within a reasonable time after your scheduled arrival (taking into account weather, etc.). When you arrive at your destination, or if your plans change, notify the person holding your float plan to avoid unnecessary worry and possible waste of search and rescue resources.

There is no special or official form that you must use for a float plan, though you may find convenient pre-printed ones available in boating supply stores and catalogs, or you can generate a customized form from the United States Power Squadrons at http://www.usps.org/o_stuff/fp_form.html.

Do not attempt to file the form with the Coast Guard. The Coast Guard will not accept float plans.

AMBASSADORS OF GOODWILL

The boatswain should remind your group that they are ambassadors of goodwill for their community and for Sea Scouting. Agree beforehand to observe good manners. Sea Scouts and adults represent not only their ship and chartered organization, but also the Boy Scouts of America. Impress on your group the importance of good conduct at all times. Here are a few guidelines for you and your ship to remember as you travel to and from your long cruise:

- Wear your Sea Scout uniform proudly. You are members of the Boy Scouts of America, a highly regarded youth organization. A Sea Scout properly uniformed, sharp in appearance, courteous, and well-mannered is the best medium for public relations.
- Use the buddy system: No person ever leaves the group alone.
- Telephone ahead to your next day's stopping place. It is inconsiderate to drop in or cancel without adequate notification. If running late, call ahead to let them know.
- Do not use tobacco in public or in front of youth members. It may be offensive to those around you, and illegal in some locations.
- Express appreciation to those who extend courtesies to you along the way.

BUDGET

The finances of adventures that require special equipment or involve long-distance travel should be planned with care. In addition to calling travel agencies to learn about transportation costs, you might want to go to several grocery stores to compare food prices. Carefully estimate *all* the expenses of your trip. Develop a budget that includes not only transportation, lodging, and meals, but also training expenses, permits, fees, insurance, etc. It is a good idea to include a five percent contingency fee to cover unexpected expenses such as a delay en route or replacement of damaged equipment.

Once you have determined all possible expenses including a contingency fee, the group can decide how to pay for them. To determine each person's share, add up the costs and divide the total by the number of participants in your group. Can you each afford your share? If not, you might need to alter your plans, although for exciting, extended opportunities such as the opportunities offered by high-adventure programs, you can organize weekend and summer work projects to earn the funds you need.

You may want to sponsor several fund-raising events to help reduce the cost to each participant. Ship fund-raising endeavors can soften the impact on family budgets and involve youth in earning their way. Paying your way is an aspect of character development—one of the aims of the Boy Scouts of America. Youth members can feel a sense of satisfaction when they are involved in these endeavors. Pancake suppers, collections for recycling, and popcorn and ticket sales are just a few of the countless possibilities for unit fund-raising.

You will also need to develop a schedule of fee payments if the total payment is not collected at one time. Consider under what circumstances you will refund monies paid if someone has to drop out. Inform parents of the requirements so that no one is surprised.

Funds for all anticipated expenses should be on hand before the trip begins and earned by means in accordance with the policies of the Boy Scouts of America. Each unit fund-raising activity should be approved by your local council. Use the Unit Money-Earning Application for your money-earning projects (form in the appendix).

Determine in advance whether money left over at the end of the trip will be refunded or applied toward the next trip. This should be determined before fees are paid for the current long cruise so that participants, parents, and leaders know the plan in advance.

Sample Budget <i>Item</i>	<i>Total Cost</i>	<i>Per Person Cost</i>
Transportation This may or may not include meals. Check insurance coverage on packs and luggage if traveling by commercial carrier.		
Lodging Include cost of overnight stops to and from your long cruise.		
Meals Each individual can pay for his or her own meals en route, or meal expenses can be pooled. Include tips and snacks.		
Training Determine costs for pre-sail training such as SCUBA, First Aid, or USPS and USCGAux courses		
Use or Participation Fees Include marina costs and fuel.		
Insurance Include vehicle insurance and accident and sickness insurance if not already covered.		
Equipment Purchase or Rental Include the cost of charts, charter, SCUBA gear rentals, etc.		
Side Trips and Tours Include costs of any special side trips or activities that are planned.		
Promotion Include items such as costs of mailings, postage, thank you mementos, special hats, or ship t-shirts.		
Contingency Allow for the unexpected, such as a vehicle breakdown necessitating an additional overnight stay. Refund if not used.		
Total		

INSURANCE

Consider the possibility that an accident might befall your party, and take proper steps in advance not only to eliminate potential hazards, but also to protect yourself and others responsible for the trip. An adequate emergency fund will cover minor emergencies.

Automobile Liability Insurance

The greatest single risk on a trip is a motor vehicle accident. Make plans in advance for sound and adequate insurance coverage.

In most states, public carriers (i.e., railroads, scheduled airlines, and scheduled or chartered bus lines) are required by law to carry liability coverage. With other types of transportation, however, the owners, drivers, tour leaders, and the Boy Scouts of America could share responsibility and liability in case of an accident.

Adequate Coverage

The type and capacity of a vehicle and the number of passengers carried have a direct bearing on the amount of coverage needed. Limits of liability that constitute adequate coverage will vary in different sections of the country.

Automobile liability insurance will provide financial protection up to the limits of the policy for the owner or driver of the vehicle, or those named in the policy, for liability arising from the use of the vehicle.

The accompanying table of minimum recommended insurance coverage represents the amounts that should be carried as an absolute minimum. Higher coverage is recommended. The additional expense for higher coverage is comparatively low.

Public Liability and Property Damage Insurance Coverage

Passenger car, station wagon, or truck *

Recommended coverage	\$50,000 per person
	\$100,000 per accident
	\$50,000 property damage

Van, RV, and passenger bus (applies only to non-commercial carriers of 10 or more passengers) *

Required coverage	\$100,000 per person
	\$500,000 per accident
	\$100,000 property damage or
	\$500,000 combined single limit

* All vehicles MUST be covered by a liability and property damage insurance policy. The amount of this coverage MUST meet or exceed the insurance requirements of the state in which the vehicle is licensed. Also, the coverage can be a combined single limit of \$500,000.

All vehicles used in travel outside the United States must carry an approved liability and property damage insurance policy that complies with or exceeds the requirements of that country.

Types of Protection

Automobile liability insurance is not accident insurance. Don't confuse the two. Group accident and health insurance, which provides direct reimbursement to the person involved in an accident up to the amount of the policy, is also available. Leaders and parents of Sea Scouts are encouraged to purchase this type of insurance to cover their youth for all Sea Scouting activities.

Group Accident and Health Insurance

Group accident and health insurance coverage for Scouts and Scouters furnishes medical reimbursement in case of injury with lasting consequences, within the limits of the policy amounts. Different forms of coverage are available, depending on your council or chartered organization. You should verify the insurance coverage available.

Although Scouting high-adventure programs are designed for safety, accidents do happen. It is recommended that ships purchase accident insurance such as the coverage arranged through Mutual of Omaha and recommended by the Boy Scouts of America. The insurance coverage offered by the Mutual of Omaha plan provides benefits, while the coverage is in force, for injuries to a registered Scout or Scouter, anywhere in the world, while (a) participating in any official activity of the Boy Scouts of America or Learning for Life or, (b) traveling directly to or from such activities (travel is not limited to travel "as a group").

The medical benefits provided under group accident and health insurance plans are not intended to replace family health insurance. They are designed to assure prompt medical attention is made available without concern for the payment of bills, especially in an emergency. Ship leaders should contact the local council for more information regarding enrollment, renewal, and claims procedures.

For a council-sponsored long cruise, the Campers Accident and Sickness Insurance Plan applies. Covered medical expenses are limited to \$6,000, but this benefit is increased to \$25,000 for medically necessary treatment due to the loss of sight in both eyes, dismemberment, paralysis, irreversible coma, complete loss of speech, or loss of hearing in both ears. The plan pays for the first \$150 without regard to other available benefits. In addition, many local councils participate in the Council Accident and Sickness Insurance Plan, which combines the benefits provided under unit and campers' plans. If your council participates, you have accident and sickness coverage for all authorized activities. An adult leader should carry claims forms and medical records for the entire ship. The boatswain and other adult leaders should know where these are kept. Leaders should point out to parents and youth that they are paying for such insurance so that there can be no assumption of responsibility on the part of the council or ship to pay for medical expenses.



CHAPTER 4 – PROMOTION AND PREPARATION

When your ship has chosen a long cruise adventure and decided where and when to go, how to get there, and how to fund the trip, then it's time to promote and to prepare for the experience. Promotion helps secure the support of parents and also informs the community of your plans. Preparation helps ensure that every member of the ship will meet the challenge and enjoy the adventure.

PARENTS' NIGHT

A parents' night is a good way to promote the long cruise experience and to share information with parents and youth. Download images of the places you intend to visit and put together a program that will build parents' enthusiasm for permitting their son or daughter to participate.

A parents' night should be used to communicate the plans and details of the trip, including:

- Introduction of the leaders
- Dates and times of departure and return
- Cost for the trip and how it will be funded
- Personal expenses not covered by trip fees (snacks, souvenirs, etc.)
- Clothing and equipment needed by each participant
- Means of transportation/drivers
- Overnight stops and side tours
- Physical examination required
- Physical conditioning and preparatory training and sails
- Review of the risks involved
- Emergency contact
- Fees and payment schedule
- Standards of conduct
- Who pays if a youth is sent home for medical or disciplinary reasons

Sample Promotion and Preparation Plan		
When	Suggested Plan	Checklist
August	<ul style="list-style-type: none"> • Select a long cruise to meet the desires of the majority of the ship members. • Get ship committee approval and support. • Skipper selects the cruise chair and together they select the planning committee. • Determine adult leadership for the cruise. • Reserve dates, make sure accommodations are available, etc. Confirm two-deep adult leadership. 	
September	<ul style="list-style-type: none"> • Develop and nail down itinerary. • Determine the method of financing and, if necessary, select money earning projects. 	

October	<p>CONDUCT PARENTS' RALLY.</p> <ul style="list-style-type: none"> • Invite prospects and parents. • Make program exciting. • Share risk advisory statement with parents. • Distribute schedule of fee payments. <p>Sign up 100% of quota by end of month. (Your quota is the number of people for whom reservations are possible dependent upon venue and vessel.)</p>	
November	<p>Arrange transportation and overnight accommodations to and from the long cruise.</p>	
December	<ul style="list-style-type: none"> • Ship committee meets with all selected long cruise leaders and reviews plans. • Make plans for training and parents' meeting. • Select and secure consultants, if needed. • Obtain health and medical records. 	
January	<ul style="list-style-type: none"> • Navigation Training: A minimum of 16 hours of training including computing compass error, setting a course, computing speed, time and distance, fix by GPS and two lines of position. This training is set out in the <i>Sea Scout Manual</i> but you may obtain assistance from your local USPS or USCGAux. • Conduct money-earning project. • Secure or repair cruise equipment. 	
February	<p>Training Continues in ship meetings. Cover Rules of the Road, Aids to Navigation, Knots, and Vessel Nomenclature</p>	
March	<ul style="list-style-type: none"> • Acquire charts for long cruise area. Begin planning the navigation for the event. • Research and discuss historic background, wildlife, attractions, etc. along long cruise route. • Take First Aid/CPR course. • Submit tour plan application to your council. 	
April	<ul style="list-style-type: none"> • Send a reminder for final fee payments. • Share accident and sickness insurance information, contact information, float plan and emergency telephone numbers with parents. 	
May	<ul style="list-style-type: none"> • Submit final fee payment • Complete details. Confirm travel plans in writing. • If using ship vessels, conduct a shakedown cruise. • Prepare and release story to local media. • Make a final check of plans, equipment, supplies and reservations. 	

June	Bring completed health and medical records, first aid/CPR certificate, approved tour plan, and ship roster. Cast off, have a good time, keep an accurate log, and remember, travel courtesy pays off.	
July	Rest, recuperate, evaluate.	
August	Begin again.	

ANNUAL HEALTH AND MEDICAL RECORD

In order to provide better care for its members and to assist them in better understanding their own physical capabilities, the Boy Scouts of America recommends that everyone who participates in a Scouting event have an annual medical evaluation by a certified and licensed Health care provider—a physician (MD or DO), nurse practitioner, or physician assistant.

Providing your medical information on this four-part form will help ensure you meet the minimum standards for participation in various activities. Note that unit leaders must always protect the privacy of unit participants by protecting their medical information.

Parts A and B are to be completed at least annually by participants in all Scouting events. This health history, parental/guardian informed consent and hold harmless/release agreement, and talent release statement is to be completed by the participant and parents/guardians. Part C is the physical exam that is required for participants in any event that exceeds 72 consecutive hours, for all high-adventure base participants, or when the nature of the activity is strenuous and demanding. Service projects or work weekends may fit this description.

Part C is to be completed and signed by a certified and licensed health-care provider—physician (MD or DO), nurse practitioner, or physician assistant. It is important to note that the height/weight limits must be strictly adhered to when the event will take the unit more than 30 minutes away from an emergency vehicle, accessible roadway, or when the program requires it, such as backpacking trips, high-adventure activities, and conservation projects in remote areas.

Part D is required to be reviewed by all participants of a high-adventure program at one of the national high-adventure bases and shared with the examining health-care provider before completing Part C.

For more information on the Annual Health and Medical Record, visit <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>.

RISK ADVISORY

Parents, guardians, and potential participants in high adventure experiences such as a long cruise are advised that journeying to and from and participating in them can involve exposure to accident, illness, or injury associated with physically demanding activities in remote areas. Sea Scouts may be exposed to occasional severe weather such as lightning, hail, flash floods, and excessive heat or cold. Other possibilities include: injuries from falls, motor vehicle accidents, accidents on the water, asthma- and diabetes-related incidents, heart attacks, heat exhaustion, and hypothermia.

Each participant, including adult leaders and youth members, must have a medical examination by a licensed health-care practitioner within a 12-month period preceding the event.

RECOMMENDATIONS REGARDING CHRONIC ILLNESSES

Cardiac or Cardiovascular Disease

Adults who have had any of the following should undergo a thorough evaluation by a physician before considering participation in high adventure:

1. Angina (chest pain caused by coronary artery disease or congenital heart disease)
2. Myocardial infarction (heart attack)
3. Surgery or angioplasty to treat coronary artery disease
4. Stroke or transient ischemic attacks
5. Claudication (leg pain felt during exercise; caused by hardening of the arteries)
6. Family history of heart disease in individuals under age 50
7. Weight in excess of recommended guidelines

The physical exertion of high adventure may cause a heart attack or stroke in susceptible persons. An adult who is 40 years of age or older or who has experienced any of the conditions above should speak with his or her doctor about the possible need for an exercise stress test with thallium (a metallic element that helps in the diagnosis of stress) within three to six months before the scheduled trek to assess the adequacy of the heart muscle's blood supply. It is recommended that an adult who is over 40 years of age who has *not* experienced any of the conditions above have an ordinary stress test without thallium. **Even if the stress test is normal, the results of testing done without the exertions of a trek do not guarantee safety.** If test results are abnormal, the individual is advised not to participate.

Hypertension (High Blood Pressure)

The combination of stressors on the water and dealing with the elements sometimes causes a significant increase in blood pressure in many individuals participating in a long cruise. Occasionally, hypertension reaches such a level that it no longer is safe for an individual to engage in the activity. Persons whose blood pressures are increased mildly (to greater than 135/85) may benefit from treatment before participating in the long cruise. Individuals who are hypertensive (having blood pressure greater than 140/90) are urged strongly to be treated and to have normal blood pressure (less than 135/85) before arriving at the base of operations. Medications should be continued during the long cruise.

Insulin-Dependent Diabetes Mellitus

Exercise and the type of food eaten affect insulin requirements. Any individual with insulin-dependent diabetes mellitus should be able to monitor personal blood glucose and know how to adjust insulin doses based on these factors. The diabetic person also should know how to give a self-injection. Both the diabetic person and one other person in the group should be able to recognize indications of excessively high blood sugar (hyperglycemia or diabetic ketoacidosis) and to recognize indications of excessively low blood sugar (hypoglycemia). The diabetic person and at least one other individual in the group should know the appropriate initial responses for these conditions. It is recommended that the diabetic person and one other individual (in case of accidents) carry insulin on the cruise and that a third vial be kept for backup. Insulin can be

carried in a small thermos, which can be resupplied with ice or cold water at intervals. A diabetic person who has had frequent hospitalizations for diabetic ketoacidosis or who has had frequent problems with hypoglycemia probably should not participate in a long cruise until better control of the diabetes has been achieved.

Excessive Body Weight

Any participant or adviser who exceeds the maximum weight limits on the recommended weight chart should not be permitted to participate in a long cruise. Anyone who exceeds these limits is at extreme risk for health problems.

Seizure Disorders or Epilepsy

A seizure disorder or epilepsy does not exclude an individual from participating in a long cruise. However, the seizure disorder should be well-controlled by medications. A seizure free period of at least one year is considered adequate. Exceptions to this guideline may be considered by medical staff and will be based on the specific type of seizure and the likely risks to the individual and to other members of the ship.

Asthma

It is expected that an individual with asthma will have consulted a physician in order to establish control of the condition. The asthma should be controlled to essentially normal lung function with the use of oral or aerosol bronchodilators. The patient should bring ample supplies of medication on the long cruise. Individuals undergoing allergic desensitization therapy who require injections on the long cruise should bring their medications. At least one other ship member should know how to recognize an asthma attack, how to recognize worsening of an attack, and how to administer bronchodilator therapy. Any person who is approved to go on a long cruise who has required medical treatment for asthma within the past six years should carry a full-size prescribed inhaler on the sail. Asthmatic individuals whose exercise-induced asthma cannot be prevented with bronchodilator premedication, who require systemic corticosteroid therapy, or who have required multiple hospitalizations for asthma should not attempt to participate in the strenuous activities of a long cruise.

Recent Orthopedic Surgery

Every long cruise participant will put a great deal of strain on feet, ankles, and knees. Experience has shown that participants who have had orthopedic surgery or problems within the past six months find it difficult or impossible to negotiate movement on and about a boat. A person with a cast on any extremity should wait until the next long cruise to participate.

Medications

Each high-adventure participant who has a condition requiring medication should bring an appropriate supply in a locked pouch. In certain circumstances, duplicate or even triplicate supplies of vital medications are appropriate. Leaders should be aware of medications needed and possible side effects such as sun sensitivity. An individual should always contact the family physician first if there is a question about the advisability of participation.

IMMUNIZATIONS

Verification of the following protections is strongly recommended before participation in activities conducted by the Boy Scouts of America:

- Tetanus and diphtheria toxoid within the past ten years
- Measles, mumps, and rubella (MMR) given between 15 months and 12 years of age
- Trivalent oral polio vaccine (TOPV); four doses since birth

Religious Beliefs and Medical Care

The following is the policy of the Boy Scouts of America regarding medical requirements.

Medical examinations for attendance are required of all participants for the protection of the entire group. The immunization requirement is waived for persons with religious beliefs against immunization. A note from their religious organization should be provided.

WEIGHT GUIDELINES FOR HIGH-ADVENTURE ACTIVITIES

Each participant and adviser who will take part in the long cruise is encouraged to meet the recommended guidelines in the height-weight chart below. Participants who fall within the guidelines are more likely to have an enjoyable sail and avoid incurring health risks.

The right-hand column shows the **maximum recommended weight** for participating in a high-adventure outing such as long cruise. Anyone who exceeds these limits is at extreme risk for health problems. Individuals who exceed these limits may need to reconsider participation.

Recommended Weight (lbs.)*			
Height	19-34 Years	35+ Years	Maximum
5'0"	97-138	108-136	166
5'1"	101-132	111-143	172
5'2"	104-137	115-148	178
5'3"	107-141	119-152	183
5'4"	111-146	122-157	189
5'5"	114-150	126-162	196
5'6"	118-155	130-167	201
5'7"	121-160	134-172	207
5'8"	125-164	138-178	214
5'9"	129-169	142-183	220
5'10"	132-174	146-188	226
5'11"	136-179	151-194	233
6'0"	140-184	155-199	239
6'1"	144-189	159-205	246
6'2"	148-195	164-210	252
6'3"	152-200	168-216	260
6'4"	156-205	173-222	267
6'5"	160-211	177-228	274
6'6"	164-216	182-234	281

* This table is based on the revised Dietary Guidelines for Americans from the U.S. Department of Agriculture and the Department of Health and Human Services.

SAFE SWIM DEFENSE

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 one or more Safe Swim defenses. Safe Swim Defense is required for any activity that includes swimming. Before a BSA group may engage in swimming activities of any kind, a minimum of one adult leader must complete Safe Swim Defense training; have a commitment card (No. 34243) with them; and agree to use the eight defenses in this plan. (One of the best opportunities for Safe Swim Defense training is summer camp. There is also an online version that can be taken.)

The eight defenses are:

1. **Qualified Supervision**

All swimming activity must be supervised by a mature and conscientious adult age 21 or older who understands and knowingly accepts responsibility for the well-being and safety of those in his or her care, and who is trained in and committed to compliance with the eight points of BSA Safe Swim Defense. It is strongly recommended that all units have at least one adult or older youth member currently trained in BSA Aquatics Supervision: Swimming and Water Rescue or BSA Lifeguard to assist in planning and conducting all swimming activities.

2. **Personal Health Review**

A complete health history is required of all participants as evidence of fitness for swimming activities. Forms for minors must be signed by a parent or legal guardian. Participants should be asked to relate any recent incidents of illness or injury just prior to the activity. Supervision and protection should be adjusted to anticipate any potential risks associated with individual health conditions. For significant health conditions, the adult supervisor should require an examination by a physician and consult with the parent, guardian, or caregiver for appropriate precautions.

3. **Safe Area**

All swimming areas must be carefully inspected and prepared for safety prior to each activity. Water depth, quality, temperature, movement, and clarity are important considerations. Hazards must be eliminated or isolated by conspicuous markings and discussed with participants.

Controlled Access: There must be safe areas for all participating ability groups to enter and leave the water. Swimming areas of appropriate depth must be defined for each ability group. The entire area must be within easy reach of designated rescue personnel. The area must be clear of boat traffic, surfing, or other nonswimming activities.

Bottom Conditions and Depth: The bottom must be clear of trees and debris. Abrupt

changes in depth are not allowed in the nonswimmer area. Isolated underwater hazards should be marked with floats. Rescue personnel must be able to easily reach the bottom. Maximum recommended water depth in clear water is 12 feet. Maximum water depth in turbid water is 8 feet.

Visibility: Underwater swimming and diving are prohibited in turbid water. Turbid water exists when a swimmer treading water cannot see his feet. Swimming at night is allowed only in areas with water clarity and lighting sufficient for good visibility both above and below the surface.

Diving and Elevated Entry: Diving is permitted only into clear, unobstructed water from heights no greater than 40 inches. Water depth must be at least 7 feet. Bottom depth contours below diving boards and elevated surfaces require greater water depths and must conform to state regulations. Persons should not jump into water from heights greater than they are tall, and should jump only into water chest deep or greater with minimal risk from contact with the bottom. No elevated entry is permitted where the person must clear any obstacle, including land.

Water Temperature: Comfortable water temperature for swimming is near 80 degrees. Activity in water at 70 degrees or less should be of limited duration and closely monitored for negative effects of chilling.

Water Quality: Bodies of stagnant, foul water, areas with significant algae or foam, or areas polluted by livestock or waterfowl should be avoided. Comply with any signs posted by local health authorities. Swimming is not allowed in swimming pools with green, murky, or cloudy water.

Moving Water: Participants should be able to easily regain and maintain their footing in currents or waves. Areas with large waves, swiftly flowing currents, or moderate currents that flow toward the open sea or into areas of danger should be avoided.

Weather: Participants should be moved from the water to a position of safety whenever lightning or thunder threatens. Wait at least 30 minutes after the last lightning flash or thunder before leaving shelter. Take precautions to prevent sunburn, dehydration, and hypothermia.

Life Jacket Use: Swimming in clear water over 12 feet deep, in turbid water over 8 feet deep, or in flowing water may be allowed if all participants wear properly fitted, Coast Guard–approved life jackets and the supervisor determines that swimming with life jackets is safe under the circumstances.

4. **Response Personnel (Lifeguards)**

Every swimming activity must be closely and continuously monitored by a trained

rescue team on the alert for and ready to respond during emergencies. Professionally trained lifeguards satisfy this need when provided by a regulated facility or tour operator. When lifeguards are not provided by others, the adult supervisor must assign at least two rescue personnel, with additional numbers to maintain a ratio of one rescuer to every 10 participants. The supervisor must provide instruction and rescue equipment and assign areas of responsibility as outlined in Aquatics Supervision, No. 34346. The qualified supervisor, the designated response personnel, and the lookout work together as a safety team. An emergency action plan should be formulated and shared with participants as appropriate.

5. **Lookout**

The lookout continuously monitors the conduct of the swim, identifies any departures from Safe Swim Defense guidelines, alerts rescue personnel as needed, and monitors the weather and environment. The lookout should have a clear view of the entire area but be close enough for easy verbal communication. The lookout must have a sound understanding of Safe Swim Defense but is not required to perform rescues. The adult supervisor may serve simultaneously as the lookout but must assign the task to someone else if engaged in activities that preclude focused observation.

6. **Ability Groups**

All youth and adult participants are designated as swimmers, beginners, or nonswimmers based on swimming ability confirmed by standardized BSA swim classification tests. Each group is assigned a specific swimming area with depths consistent with those abilities. The classification tests should be renewed annually, preferably at the beginning of the season.

Swimmers pass this test: Jump feetfirst into water over the head in depth. Level off and swim 75 yards in a strong manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy resting backstroke. The 100 yards must be completed in one swim without stops and must include at least one sharp turn. After completing the swim, rest by floating.

Beginners pass this test: Jump feetfirst into water over the head in depth, level off, and swim 25 feet on the surface. Stop, turn sharply, resume swimming and return to the starting place.

Anyone who has not completed either the beginner or swimmer tests is classified as a nonswimmer.

The nonswimmer area should be no more than waist to chest deep and should be enclosed by physical boundaries such as the shore, a pier, or lines. The enclosed beginner area should contain water of standing depth and may extend to depths just

over the head. The swimmer area may be up to 12 feet in depth in clear water and should be defined by floats or other markers.

7. **Buddy System**

Every participant is paired with another. Buddies stay together, monitor each other, and alert the safety team if either needs assistance or is missing. Buddies check into and out of the area together.

Buddies are normally in the same ability group and remain in their assigned area. If they are not of the same ability group, then they swim in the area assigned to the buddy with the lesser ability.

A buddy check reminds participants of their obligation to monitor their buddies and indicates how closely the buddies are keeping track of each other. Roughly every 10 minutes, or as needed to keep the buddies together, the lookout, or other person designated by the supervisor, gives an audible signal, such as a single whistle blast, and a call for "Buddies." Buddies are expected to raise each other's hand before completion of a slow, audible count to 10. Buddies that take longer to find each other should be reminded of their responsibility for the other's safety.

Once everyone has a buddy, a count is made by area and compared with the total number known to be in the water. After the count is confirmed, a signal is given to resume swimming.

8. **Discipline**

Rules are effective only when followed. All participants should know, understand, and respect the rules and procedures for safe swimming provided by Safe Swim Defense guidelines. Applicable rules should be discussed prior to the outing and reviewed for all participants at the water's edge just before the swimming activity begins. People are more likely to follow directions when they know the reasons for rules and procedures. Consistent, impartially applied rules supported by skill and good judgment provide stepping-stones to a safe, enjoyable outing.

SAFETY AFLOAT

Safety Afloat has been developed to promote boating and boating safety and to set standards for safe unit activity afloat. Before a BSA group may engage in an excursion, expedition, or trip on the water (by canoe, raft, sailboat, motorboat, rowboat, tube, or other craft), adult leaders for such activity must complete Safety Afloat Training, No. 34159; have a commitment card, No. 34242, with them; and be dedicated to full compliance with all nine points of Safety Afloat. Watching the *Safety Afloat* videotape, No. AV-09002, or taking the online version is a good way to begin.

1. **Qualified Supervision**

All activity afloat must be supervised by a mature and conscientious adult age 21 or

older who understands and knowingly accepts responsibility for the wellbeing and safety of those in his or her care and who is trained in and committed to compliance with the nine points of BSA Safety Afloat. That supervisor must be skilled in the safe operation of the craft for the specific activity, knowledgeable in accident prevention, and prepared for emergency situations. If the adult with Safety Afloat training lacks the necessary boat operating and safety skills, then he or she may serve as the supervisor only if assisted by other adults, camp staff personnel, or professional tour guides who have the appropriate skills. Additional leadership is provided in ratios of one trained adult, staff member, or guide per 10 participants. For Cub Scouts, the leadership ratio is one trained adult, staff member, or guide per five participants. At least one leader must be trained in first aid including CPR. Any swimming done in conjunction with the activity afloat must be supervised in accordance with BSA Safe Swim Defense standards. It is strongly recommended that all units have at least one adult or older youth member currently trained in BSA Aquatics Supervision: Paddle Craft Safety to assist in the planning and conduct of all activities afloat.

2. **Personal Health Review**

A complete health history is required of all participants as evidence of fitness for boating activities. Forms for minors must be signed by a parent or legal guardian. Participants should be asked to relate any recent incidents of illness or injury just prior to the activity. Supervision and protection should be adjusted to anticipate any potential risks associated with individual health conditions. For significant health conditions, the adult supervisor should require an examination by a physician and consult with parent, guardian, or caregiver for appropriate precautions.

3. **Swimming Ability**

Operation of any boat on a float trip is limited to youth and adults who have completed the BSA swimmer classification test. Swimmers must complete the following test, which should be administered annually.

Jump feetfirst into water over the head in depth. Level off and swim 75 yards in a strong manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy, resting backstroke. The 100 yards must be completed in one swim without stops and must include at least one sharp turn. After completing the swim, rest by floating.

For activity afloat, those not classified as a swimmer are limited to multiperson craft during outings or float trips on calm water with little likelihood of capsizing or falling overboard. They may operate a fixed-seat rowboat or pedal boat accompanied by a buddy who is a swimmer. They may ride in a canoe or other paddle craft with an adult swimmer skilled in that craft as a buddy. They may ride as part of a group on a motorboat or sailboat operated by a skilled adult.

4. **Life Jackets**

Properly fitted U.S. Coast Guard–approved life jackets must be worn by all persons engaged in boating activity (rowing, canoeing, sailing, boardsailing, motorboating, waterskiing, rafting, tubing, and kayaking). Type III life jackets are recommended for general recreational use.

For vessels over 20 feet in length, life jackets need not be worn when participants are below deck or on deck when the qualified supervisor aboard the vessel determines that it is prudent to abide by less-restrictive state and federal regulations concerning the use and storage of life jackets, for example, when a cruising vessel with safety rails is at anchor. All participants not classified as swimmers must wear a life jacket when on deck underway.

Life jackets need not be worn when an activity falls under Safe Swim Defense guidelines—for example, when an inflated raft is used in a pool or when snorkeling from an anchored craft.

5. **Buddy System**

All participants in an activity afloat are paired as buddies who are always aware of each other’s situation and prepared to sound an alarm and lend assistance immediately when needed. When several craft are used on a float trip, each boat on the water should have a “buddy boat.” All buddy pairs must be accounted for at regular intervals during the activity and checked off the water by the qualified supervisor at the conclusion of the activity. Buddies either ride in the same boat or stay near each other in single-person craft.

6. **Skill Proficiency**

Everyone in an activity afloat must have sufficient knowledge and skill to participate safely. Passengers should know how their movement affects boat stability and have a basic understanding of self-rescue. Boat operators must meet government requirements, be able to maintain control of their craft, know how changes in the environment influence that control, and undertake activities only that are within their personal and group capabilities.

Content of training exercises should be appropriate for the age, size, and experience of the participants, and should cover basic skills on calm water of limited extent before proceeding to advanced skills involving current, waves, high winds, or extended distance. At a minimum, instructors for canoes and kayaks should be able to demonstrate the handling and rescue skills required for BSA Aquatics Supervision: Paddle Craft Safety. All instructors must have at least one assistant who can recognize and respond appropriately if the instructor’s safety is compromised.

Anyone engaged in recreational boating using human-powered craft on flatwater ponds or controlled lake areas free of conflicting activities should be instructed in

basic safety procedures prior to launch, and allowed to proceed after they have demonstrated the ability to control the boat adequately to return to shore at will. (A DVD was developed in 2016 to help with reading moving waters, titled 'Reading the Rhythms of Rivers and Rapids', available through the National Office of Outdoor Programs/Properties.

For recreational sailing, at least one person aboard should be able to demonstrate basic sailing proficiency (tacking, reaching, and running) sufficient to return the boat to the launch point. Extended cruising on a large sailboat requires either a professional captain or an adult with sufficient experience to qualify as a bareboat skipper.

Motorboats may be operated by youth, subject to state requirements, only when accompanied in the boat by an experienced leader or camp staff member who meets state requirements for motorboat operation. Extended cruising on a large power boat requires either a professional captain or an adult with similar qualifications.

Before a unit using human-powered craft controlled by youth embarks on a float trip or excursion that covers an extended distance or lasts longer than four hours, each participant should receive either a minimum of three hours training and supervised practice, or demonstrate proficiency in maneuvering the craft effectively over a 100-yard course and recovering from a capsize.

Unit trips on whitewater above Class II must be done with either a professional guide in each craft or after all participants have received American Canoe Association or equivalent training for the class of water and type of craft involved.

7. Planning

Proper planning is necessary to ensure a safe, enjoyable exercise afloat. All plans should include a scheduled itinerary, notification of appropriate parties, communication arrangements, contingencies in case of foul weather or equipment failure, and emergency response options.

Preparation. Any boating activity requires access to the proper equipment and transportation of gear and participants to the site. Determine what state and local regulations are applicable. Get permission to use or cross private property. Determine whether personal resources will be used or whether outfitters will supply equipment, food, and shuttle services. Lists of group and personal equipment and supplies must be compiled and checked. Even short trips require selecting a route, checking water levels, and determining alternative pull-out locations. Changes in water level, especially on moving water, may pose significant, variable safety concerns. Obtain current charts and information about the waterway and consult those who have traveled the route recently.

Float Plan. Complete the preparation by writing a detailed itinerary, or float plan, noting put-in and pullout locations and waypoints, along with the approximate time the group should arrive at each. Travel time should be estimated generously.

Notification. File the float plan with parents, the local council office if traveling on running water, and local authorities if appropriate. Assign a member of the unit committee to alert authorities if prearranged check-ins are overdue. Make sure everyone is promptly notified when the trip is concluded.

Weather. Check the weather forecast just before setting out, and keep an alert weather eye. Anticipate changes and bring all craft ashore when rough weather threatens. Wait at least 30 minutes before resuming activities after the last incidence of thunder or lightning.

Contingencies. Planning must identify possible emergencies and other circumstances that could force a change of plans. Develop alternative plans for each situation. Identify local emergency resources such as EMS systems, sheriff's departments, or ranger stations. Check your primary communication system, and identify backups, such as the nearest residence to a campsite. Cell phones and radios may lose coverage, run out of power, or suffer water damage.

8. Equipment

All craft must be suitable for the activity, be seaworthy, and float if capsized. All craft and equipment must meet regulatory standards, be properly sized, and be in good repair. Spares, repair materials, and emergency gear must be carried as appropriate. Life jackets and paddles must be sized to the participants. Properly designed and fitted helmets must be worn when running rapids rated above Class II. Emergency equipment such as throw bags, signal devices, flashlights, heat sources, first-aid kits, radios, and maps must be ready for use. Spare equipment, repair materials, extra food and water, and dry clothes should be appropriate for the activity. All gear should be stowed to prevent loss and water damage. For float trips with multiple craft, the number of craft should be sufficient to carry the party if a boat is disabled, and critical supplies should be divided among the craft.

9. Discipline

Rules are effective only when followed. All participants should know, understand, and respect the rules and procedures for safe boating activities provided by Safety Afloat guidelines. Applicable rules should be discussed prior to the outing and reviewed for all participants near the boarding area just before the activity afloat begins. People are more likely to follow directions when they know the reasons for rules and procedures. Consistent, impartially applied rules supported by skill and good judgment provide stepping-stones to a safe, enjoyable outing.

Note: For cruising vessels (excluding rowboats, canoes, kayaks, and rafts, but including sailboats [and powerboats longer than 20 feet) used in adult-supervised unit activities by a chartered Explorer post or ship specializing in watercraft operations, or used in adult supervised program activity in connection with any high-adventure program or other activity under the direct control of the National Council, the standards and procedures in the *Sea Scout Manual*, No. 33239, may be substituted for the “Safety Afloat” standards.



CHAPTER 5 - EQUIPMENT

A long cruise requires the proper equipment, just as any outdoor sport does. Without suitable equipment, you will face unnecessary hardships. But take along the right gear and provisions, and you can be comfortable on your sail and have a great time. The essentials include appropriate clothing, shelter, first-aid supplies, and tools.

GEARING UP - INDIVIDUAL EQUIPMENT

Any specific list provided should adhere to the following guidelines. Choose personal equipment for its practicability and for its anticipated length of service; adapt equipment for multiple uses when possible. Break in some items, such as boat shoes, before using them on a long cruise. Select clothing to anticipate potential extremes in weather conditions. Consider needs peculiar to the area, such as protection from insects.

Clothing

In the outdoors, clothing is your first line of defense. It keeps you warm in the winter, cool in the summer, dry in storms, and shielded from insects, sun, and wind.

Layering System

For the most comfort in the outdoors, use the layering system. Choose loose-fitting clothing that will meet the most extreme weather you expect to encounter, and be sure you can put it on and take it off a layer at a time. For example, on a chilly California morning you might leave the marina wearing a long-sleeved Sea Scout shirt, long pants, a light weight jacket and a stocking hat. As you sail, exercise and the sun will cause your body to generate more heat than it needs. Peel off the jacket, switch the stocking cap for a ball cap, and stuff them into your duffle. After the sun goes down, you will want to add another layer or so. On the Gulf Coast, sailors prefer shorts and t-shirts in the humid heat, but many carry long sleeved shirts and long pants for protection against sunburn and bugs. Wherever you sail, don't forget to carry your foulies along in case of wet weather or high seas.

FOOD

Working out the menus for a long cruise may appear to be a huge effort, but it's really not difficult if you do it one step at a time. First, think through your nutritional needs, the demands of the activities you've planned, the size of your group, and the amount of time you want to spend cooking. Make some notes and you'll see that you've broken the big job of menu planning into a number of small, manageable tasks.

In summer, daily caloric needs per person range from 2,800 to 4,000 calories. Teenagers will generally require more calories than adult leaders. Plan your menus so that extra food is available in case of unforeseen circumstances. When you plan to be busy most of the day, you'll want meals that are fast and easy to prepare. For long trips, plan some quick menus and some that are more nourishing. You'll have the variety you need to make the meals interesting, and the flexibility to match your meals with your activities.

Nutrition

While you'll need to eat more food for some activities and conditions than for others, your basic nutritional needs will always be met if you prepare meals that include a good mix of protein, carbohydrates, fruits and vegetables, dairy products, fats, and water.

If you start the day with a cold breakfast and you make sandwiches and put them in the cooler before getting underway, you have more time to sail. For dinner, prepare a hot meal such as grilled pork chops, hamburgers or freshly caught fish and shrimp. It is best to avoid prepared foods as they are often high in salt. Use the time on your long cruise to learn to cook and eat well.

Protein. Protein is one of the body's primary building blocks, essential for developing muscles and repairing injuries. Beef, poultry, fish, and eggs are all good sources of protein.

Carbohydrates. Whole-grain bread, cereals, rice, and pastas such as noodles, macaroni, and spaghetti provide lots of energy and help fill the empty corners of your stomach. Sugar is also a carbohydrate, one that creates quick rather than lasting energy. Don't rely on sugar for much of your diet, especially in cold weather, when your body needs plenty of slow-burning fuel.

Vegetables and fruits are complex carbohydrates. Full of vitamins and minerals, vegetables and fruits are essential menu components.

Fats. Fats are an important part of outdoor menus, although many people concerned with controlling their weight may think of them as taboo. Fatty foods such as butter, margarine, nuts, cheese, salami, and bacon slowly release their energy over a long period of time, keeping you energized for hours.

Water. Water is as essential for good health as any of the food groups. Make sure you have plenty of water onboard and that all members of the ship are staying hydrated. Dehydration can happen quickly while sailing. A good plan is to have one or more five gallon water coolers on board. Every day, the water coolers should be replenished with ice and water. Every person on the cruise should have a water bottle that they can easily have at hand. (If a carabiner can be attached, water bottles can be secured to the lifelines of the boat. They are out of the way, but are easily accessible.) It is recommended that carbonated or sugary drinks be avoided when sailing. They make one more susceptible to sea-sickness.

Sample One Day Menu	
Breakfast	<ul style="list-style-type: none"> • Cereal • Fruit • Milk and Juice
Lunch	<ul style="list-style-type: none"> • Sandwiches (turkey or ham, cheese) • Carrot sticks • Chips • Cookies
Snack	<ul style="list-style-type: none"> • Fresh pineapple chunks • Cheese and crackers
Dinner	<ul style="list-style-type: none"> • Green Salad • Grilled Steak • Green Beans • French Bread • Key Lime Pie

THE SAILING ESSENTIALS

Any time a Sea Scout ventures onto the water, they should be prepared by carrying these essentials. Carrying these items will enable a person to be prepared for most emergency situations.

- Broad brimmed hat
- Water bottle
- Sunscreen
- Insect repellent
- Sailing gloves
- Leatherman tool
- Flashlight (small LED)
- Seasick prevention (Bonine)
- Extra dry clothing
- Foulies (rain gear)
- First Aid Kit

FIRST-AID KIT

A first-aid kit well stocked with the basic essentials is indispensable. The vessel you are sailing on should have a more complete first aid kit, but it never hurts to pack a small personal first-aid kit in a small metal or plastic box or plastic bag with a self-locking closure.

Personal First-Aid Kit Contents

A good, basic personal kit should contain the following items. Quantities of suggested items for your first-aid kit depend upon your needs.

- 6 adhesive bandages, assorted sizes
- Gauze pads, assorted sizes
- Adhesive tape, 1 small roll

- Roller bandage, 2 inches by 5 yards
- Molefoam or moleskin (to protect hot spots and blisters)
- Tweezers
- Antibacterial towelettes or liquid antibacterial soap (to clean wounds)

Prescription Medicine

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



CHAPTER 6 – UNDERWAY PROCEDURES

On a long cruise, it is crucial to everyone's well-being to establish some procedures and expectations for work and play. Every member of the ship should be aware of these procedures before you depart for the long cruise.

One recommendation is for the boatswain to establish a duty roster. Every member of the ship will have equal responsibilities during the cruise, and no one will feel like they have been treated unfairly.

ASSIGNING DUTIES

At Anchor or in the Slip

Divide duties evenly among members of the ship, and change assignments after lunch each day. If a ship member has earned a religious award in Scouting, consider asking that person to serve as the chaplain's aide.

Organize the cooking routine so that everything will be done neatly and efficiently. Members of small ships may pitch in and help with every aspect of meal preparation and cleanup. Larger ships can divide the responsibilities and rotate the duties daily so that everyone has a chance to try each task. In either case, someone must light the stove or grill, get water, do the cooking, and clean up. Prepare a list of tasks for each job so that everyone knows what is expected.

- **Stove.** Light stove and/or prepare grill for cooking and cleanup.
- **Water.** Fill water containers with ice and water.
- **Cooking.** Assemble food supplies and follow menus and recipes exactly to serve meals on time; store food, put cooking pots to soak, and have cleanup water heating on the stove before serving meals.
- **Cleanup.** Set up wash and rinse water, clean cooking pots and utensils; police cooking and dining areas; store equipment, dispose of garbage and trash.
- **Shipshape.** Monitor the condition of the ship, inside and out. Is gear stowed correctly, are floors clean and clear, are members of the ship keeping their personal items picked

up and stowed, are lines tied correctly or other tasks as assigned by Skipper or the boatswain?

Sample Ship Duty Roster				
	Stove/Water	Cooking	Meal Cleanup	Shipshape
Monday	Jim	Jimmie & Dan	Cassie & Mike	Andrew
Tuesday	Andrew	Jim & Jimmie	Dan & Cassie	Mike
Wednesday	Mike	Andrew & Jim	Jimmie & Dan	Cassie
Thursday	Cassie	Mike & Andrew	Jim & Jimmie	Dan
Friday	Dan	Cassie & Mike	Andrew & Jim	Jimmie
Saturday	Jimmie	Dan & Cassie	Mike & Andrew	Jim
Sunday	Jim	Jimmie & Dan	Cassie & Mike	Andrew

Underway. Your boatswain will have choices to make. Based upon the skill and size of the ship, they may want to assign one navigator for the day or split the day between two navigators. Other tasks involved in the operation of the vessel are the helmsman, lookouts, and deckhands. Usually these jobs are rotated every hour or half hour depending on the heat. Do not leave Scouts on lookout in the hot sun for long periods of time.

Note: Always wear life jackets with docking, anchoring or in bad weather. A life jacket should be worn whenever a ship member leaves the cockpit.

Sample 1 st Day Underway Roster						
Watch	Navigator	Helmsman	Bow Lookout	Aft Lookout	Deckhand	Deckhand
1000	Jim	Jimmie	Dan	Cassie	Mike	Andrew
1030		Andrew	Jimmie	Dan	Cassie	Mike
1100		Mike	Andrew	Jimmie	Dan	Cassie
1130		Cassie	Mike	Andrew	Jimmie	Dan
1200		Dan	Cassie	Mike	Andrew	Jimmie
1230		Jimmie	Dan	Cassie	Mike	Andrew
1300		Andrew	Jimmie	Dan	Cassie	Mike
1330		Mike	Andrew	Jimmie	Dan	Cassie
1400		Cassie	Mike	Andrew	Jimmie	Dan
1430		Dan	Cassie	Mike	Andrew	Jimmie

POSITIVE SHIP DYNAMICS

The entire ship and especially the boatswain and Skipper need to relate effectively to everyone in the ship. Ship congeniality is important to ship harmony. Make it a point to say something positive to each member of your ship at least once a day. Tell each person what he or she did well. After the evening meal is an ideal time to reflect on the day's bumps and accomplishments and plan for an even smoother day tomorrow.

Ship goals and expectations need to be discussed and established well before the long cruise. A relaxed, confident attitude toward reaching realistic goals helps preserve ship unity and keeps

the ship from overextending itself. Remember: When you are hot, tired, hungry, and irritable, so is the rest of the ship. Everyone is expected to control personal behavior, especially when the going is tough. The boatswain needs to continually monitor the ship's dynamics.

Avoiding Conflicts

When a ship is functioning well, a long cruise is rewarding for everyone. In a ship beset by internal conflicts, however, the experience can be miserable for everyone. By being attentive to a few standards of conduct, every ship member can contribute to a positive experience. Living the Scout Oath and Law is a good place to start. Ship members should live it at all times. When sailing over a period of a week or more, some specific areas need attention to ensure harmonious ship relationships.

The boatswain is the elected and designated leader.

The boatswain was elected by the ship, and should be people oriented, relate well to others, seek input before making a decision, and be alert to the needs of everyone in the ship. The ship will rely on this person to make decisions, which must be respected by everyone. A dominant person attempting to take over from the boatswain will create conflict.

Being tolerant of other ship members and sensitive to their feelings is crucial. Each ship member should consider, "What habits do I have that may be displeasing to others? Am I willing to modify my behavior if it is offensive to someone else?" For instance, dwelling on personal accomplishments or interests may not be welcomed by other ship members. Rising late in the morning, not changing clothes frequently enough or just being grouchy are habits that may not be well received. Personal hygiene becomes especially important when ship members will be living together on an extended cruise. A reasonable degree of neatness is usually appreciated. When someone occasionally becomes moody, it may be best to leave that person alone. A positive attitude and outlook is welcome and especially important during difficult periods when the ship is under stress.

Everyone should be willing to cooperate to accomplish chores. A duty roster lets everyone know what's expected, but there will be times when pitching in to help others will be helpful to accomplish ship goals.

Borrowing or misplacing someone else's personal equipment can create friction. A ship member must always ask permission before borrowing something from another member of the ship.

Have enough food so that everyone can consume all they want. Hoarding of food is unacceptable. The ship's food belongs to the entire ship.

Horseplay has no place on a boat.

Be sensitive when offering advice. If you need to give advice to a person whose conduct is less than acceptable, use the "sandwich" technique. Offer the person a compliment, make a suggestion, and follow up with another compliment. This approach makes the advice easier to accept and more likely to be followed. It protects the ego of the person receiving the advice.

For example, “I love your helpful enthusiasm, but you might want to let Jim have a little bit more time to process the instructions. Keep an eye on him, but wait until he asks for help.”

STAYING HEALTHY

Strict adherence to proper health and safety practices is crucial on a long cruise. Sailors are responsible to themselves for remaining strong and healthy. Additionally, each individual is responsible to other members of the ship. Failure to drink plenty of water, to wash hands before preparing meals or touching food, or to clean dishes thoroughly may affect the health of everyone in the ship. Health and safety are ship responsibilities as well as individual concerns.



CHAPTER 7 – SAIL SAFELY

Among the best preventive measures against accidents are alertness and care in all that is done on the sail, and performing within the ship’s known capabilities.

Most common sailing injuries are sunburn, blisters, cuts, sprains, strains, bruises, and sometimes fractures. Avoidable tragedies may occur if sailors and adult leaders lack the skills and knowledge to deal with the problems encountered.

EXPECT THE UNEXPECTED

Anything can happen on the water and often does. You should take measures designed to prevent accidents and injuries from occurring. Ask yourself: “What would happen if _____ occurred?” Consider all reasonably foreseeable problems and then devise a plan to minimize the risks and to manage a crisis.

Involve the entire ship in this process so that everyone becomes aware of potential dangers and how to avoid them. At the beginning of each day during the long cruise, the boatswain should give the ship a safety briefing, identifying potential hazards such as inclement weather, heat advisories or ozone alerts that may be encountered during the day’s sail and ways to minimize risks.

Sailing safety is a matter of foresight and good judgment. When you’ve planned your long cruise well, included responsible people in your group, and left a float plan with someone, you can embark on an adventure confident that you are prepared to handle any situation.

If any emergency does arise—a sailor is injured, for instance, or becomes ill—calmly consider all courses of action, then make sound decisions. It may be necessary to call for help, but think first, then act.

Obviously, the best way to stay safe is to not get into trouble in the first place. That requires planning, leadership, and good judgment. As long as you keep your wits about you and clearly consider the consequences of your actions, you’ll be able to enjoy every cruising opportunity safely.

DANGEROUS WEATHER

Anyone who ventures onto the water should be prepared for variety in the weather. Prepare for somewhat worse weather than is normally expected in the location of your sail at the time of year you go, so that you'll be able to deal with whatever weather occurs. Check the forecast before casting off. If high winds are predicted, reef the sails; if light winds are predicted, hank on the genoa. Please refer to the *Sea Scout Manual* for more information on weather related safety. (You can also review the Weather Hazard Training online at MyScouting.org.)

MEDICAL DANGERS

Hypothermia

Hypothermia occurs when a person's body becomes so cold that it can no longer warm itself. It is as if the body's furnace had gone out. As the core temperature drops, vital organs shut down. In extreme cases, death may result. On a wet, windy day when the temperature is between 32°F and 55°F, a tired sailor in damp clothing is a prime target. Since hypothermia impairs the ability to think clearly, victims may not realize the danger or be able to save themselves. To avoid hypothermia, stay warm and stay dry. Eat plenty of energy foods, and don't push yourself to exhaustion. If your clothes become wet in cold weather, change them. If you become chilled, let the boatswain know, eat (refuel the furnaces), go below and crawl into your sleeping bag to get warm.

If a ship member becomes mildly hypothermic (body temperature below 95°F), get the person warm. If possible, get the person indoors and immersed in a warm (108°–110°F) water bath. If that is not possible, go below, strip off wet clothing, and put the person in a dry, warm sleeping bag. If the person can eat and hold a glass, provide warm fluids such as hot chocolate. In severe cases, a second person should also strip down to underwear and get into the bag with the victim, who should rebreathe warmed air. The shared body heat can save the victim's life. Handle profoundly hypothermic persons (body temperature below 86°) gently to avoid causing an irregular heartbeat.

Adult leaders should know the symptoms of hypothermia and the correct treatment procedures, and should continually observe ship members on the trail for early diagnosis of this dangerous condition.

Heat Exhaustion/Heatstroke

While hypothermia and frostbite can occur when the body becomes too cool, heat exhaustion or heatstroke may develop if the body is unable to counter the effects of heat. In heat exhaustion, the loss of water and electrolytes through sweating exceeds what is replaced by drinking liquids and eating. It is a state of dehydration and shock. In heatstroke, an overworked mechanism simply stops functioning, and the core temperature soars.

When the weather is hot, keep your body cool. Drink lots of liquids even if you don't feel thirsty, and eat salty foods. Wear a hat and loose, light-colored clothing. Splash water on your face and body.

Symptoms of heat exhaustion develop quickly. Victims become pale and their skin begins to feel cold and clammy. Breathing is shallow. They may feel nauseated. Have a victim of heat

exhaustion lie in the shade with the feet slightly higher than the head. Loosen the victim's clothing and cover him or her with a blanket or a sleeping bag. When the nausea passes, let the victim sip water to which a little salt has been added. Recovery is usually rapid, but have the person take it easy for the rest of the day.

Heatstroke is rare but very serious. The victim's face is hot, red, and dry. Other signs include confusion, disorientation, and bizarre behavior. Breathing may be difficult and noisy. The person may become delirious or lose consciousness. Body temperature may rise above 105°, which can lead to brain damage or death.

Rest alone is not enough to ensure the recovery of a heatstroke victim. You must cool the victim as quickly as possible. Dip the person in water if possible. If not, lay the person in the shade, pour water over their head and body, and drape the person with damp cloths. Rub the arms and legs to increase circulation. When the victim is able to drink, give as much water as the person wants. Get a heatstroke victim to a doctor as quickly as possible.

Sunburn

Sun damage to the skin before the age of 18 is a significant cause of malignant melanoma skin cancer later in life. The incidence of this cancer is increasing dramatically in North America (from one person in 200 in 1950 to one in 72 in 1996). Ship members must protect themselves from sunburn. Prevent sunburn with the use of sunblock, floppy (broad-brimmed) hats, sunglasses, lip balm, and tightly woven clothing. Be aware that it's easy to feel cool yet burn on a cloudy day, when swimming, or while wearing a wet t-shirt. A wet, white cotton T-shirt provides no protection against ultraviolet burning. About 90 percent of ultraviolet rays penetrate a foot of water. And while heat rays do not penetrate a light cloud layer, ultraviolet light does.

Dehydration

When sailing, you probably will sweat more than usual. Sun and wind will remove large quantities of moisture from your skin. To prevent dehydration, drink more water than you normally do. Four quarts a day may be needed, or more, depending on the conditions. Symptoms of dehydration are light-headedness, dizziness, nausea, general weakness, and muscle cramps. For mild and moderate cases of dehydration, the patient should drink liquids and rest in the shade.

Blisters

Blisters occur when skin is irritated, usually by heat or by friction. Blisters on the feet are the most common, but may also form on paddlers' hands. Wear sailing gloves to prevent them. Keep your feet clean and dry, and break in new boat shoes before you begin your long cruise. A "hot spot" on your foot or hand signals the beginning of a blister. Stop immediately and protect the tender area with a gel dressing. Plain tape or moleskin over a hot spot can eliminate friction. If a blister does form, you may need to drain it. Clean your foot or hand with soap and water, and then prick the edge of the blister with a sterilized needle. Protect the wound by placing a gel pad over the blister.

Bloodborne 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 Scouting may find ourselves faced with special concerns in this regard. We must know how to act and how to instruct the youth we lead. Try to maintain the BSA's tradition of rendering first aid to those in need, using appropriate precautions.

For safety's sake, treat all blood as if it were contaminated with bloodborne viruses. Do not use bare hands to stop bleeding; always use a protective barrier. Always wash the exposed skin area with hot water and soap or antiseptic immediately after treating the victim.

WHEN TO STOP OR TURN BACK

When lightning crackles across the sky and the smell of ozone is heavy in the air, you don't need to be told it's time to seek shelter. When borderline dangers arise, however, the decision might not be so clear. Perhaps you've become exhausted. The weather might be turning bad. A companion might be feeling ill, or you may simply be having a miserable time. Should you push on despite the growing adversity? Should you devise a new plan? Should you terminate the adventure altogether and just go home? A mark of wise sailor is their willingness to stop or turn back if the course becomes hazardous, since they know that such a decision can spell the difference between a safe and satisfying outing and a foolhardy flirtation with disaster. A copy of the U.S. Coast Guard's Risk Calculation Worksheet: Calculating Risk Using the GAR (Green, Amber, Red) Model is in the appendix to help you determine when it is time to stop or turn back.

As you're planning your long cruise, talk with your shipmates about situations that might cause you to change or terminate your trip. Don't head off on your cruise until you agree that you are *all* willing to stop anytime hazards develop, and that you will not be afraid of deciding to alter your activities for the sake of everyone's safety and happiness.

Dangerous situations can develop slowly or quickly, and from just about any source. The fact that they often are unexpected is part of what makes them dangerous. Here are some of the most common:

Bad Weather

Weather is the outdoor condition that can vary the most, and thus it can have great effects on your safety. Be sure to check the latest weather forecast before you leave the dock.

Fatigue

Sailing often requires quick coordination and sharp thinking. You have neither when you are overly tired, and that increases your susceptibility to injury and illness. If conditions on the water cause you to have an extremely long day, make sure you give the ship time to refresh with food, relaxation, and sleep before pressing on the next day.

Insufficient Time

An ideal long cruise plan will include plenty of time for every activity, plus a few hours of leeway in case a ship falls behind schedule or finds additional things to see and do along the way.

However, once you've filed a float plan and noted when you expect to arrive, allow ample time to return on schedule. If that means omitting some of your planned activities, then do it. Allow time to meet your deadline without taking risks or becoming exhausted.

Inadequate Food or Water

A group enjoying time on the water will burn up lots of calories, and they'll need plenty of food and water to replenish their energies. Going without food or water is not only uncomfortable, it also can impair a ship's ability to sail and think.

Low Morale

When trip goals are not accomplished, when poor judgment of distances and time leads to exhaustion, and when clothing and equipment do not keep ship members warm and dry, morale can collapse. Time on the water is for enjoyment, not for suffering and unhappiness. Rectify the situation if you can, but if not, consider abandoning the sail and trying again after conditions improve.

IF AN INJURY OR CRISIS OCCURS

In spite of your best efforts to avoid it, sometimes an injury will occur. It is important that at least one person in your ship be currently trained in first aid and currently certified in CPR.

When an injury does occur while you are on any event, follow these steps in order:

1. **Approach the victim safely.** If someone has fallen, study the location before trying to minister to the person. Do not aggravate the situation by becoming an accident victim yourself.
2. **Treat life-threatening conditions.** First, stop any serious bleeding with pressure on the wound and on pressure points. Second, make sure the victim's airway is clear and restore breathing. Third, treat symptoms of poisoning and any other serious injuries.
3. **Stabilize the victim.** See to the less serious wounds, and treat every accident victim for shock.
4. **Get help.** Calmly assess your options. Can the victim be stabilized until you reach your destination? Do you need to make a Mayday call? (A victim with injuries to the spine or neck must not be moved without trained medical help.) Do all you can to keep the victim safe, comfortable, and calm.

Reporting Injury or Illness

The entire report should be a written message. Even for serious injuries, only a minute or two is required to get the facts and jot them down. First aid can be administered while this is being done. In haste over concern for the patient, there is a tendency to fail to get an accurate report or to remember everything. A written message will enable rescuers and medical personnel to respond appropriately with proper personnel, equipment, supplies, and transportation.

Injury Report

Full name, address, and phone number of injured person:

Age, gender, and approximate height and weight:

Emergency contact, including address and phone number:

Exact location of injured person and a GPS reading.

A detailed description of symptoms or injury: What are the patient's complaints? Describe as to severity, location, duration and previous occurrence.

What are the patient's pulse, temperature, and respiration rate?

Describe cuts and burns as to extent and severity: Is the patient conscious, unconscious; hot, cold, breathing quickly, slowly, shallowly, deeply? Is the skin pale, flushed, sweaty, clammy? Has the patient lost blood? If yes, has bleeding been stopped?

Describe any treatment given to the patient:

Give the name, address, and phone number of each witness.

Describe the condition and training of the persons with the patient. List any needs they have such as supplies:

If a medical form is available, it should be kept with the patient until medical personnel arrives. It is required that adult leaders have a complete medical history and permission slip for every participant. The medical history form (see chapter 4) and permission slip, in most cases, will allow emergency medical treatment of a youth member in case of injury or illness when a parent or guardian cannot be contacted.

Reporting Deaths or Serious Injuries

Adult leaders should inform the council Scout executive or designee as soon as possible of a death or serious injury or illness. A serious injury or illness is defined as:

- Any period of unconsciousness
- Any hospital inpatient admission
- Any surgical intervention other than suturing of the skin or setting of simple fractures

Leaders should be prepared to give the following specific facts:

- **Who?** Name of subject, age, name and complete address of parent(s) or next of kin
- **What?** Nature of illness or accident
- **When?** Date, time of day
- **Where?** Location and community
- **How?** Circumstances of illness or accident, if known; e.g., swimming, boating, canoeing
- **Witnesses?** Names, addresses, and phone numbers

Prompt and accurate reporting to the news media is important and is the responsibility of your council. Each local council has a crisis communications plan, and the Scout executive will designate one spokesperson in order to avoid conflicting reports. In the case of a missing youth or a fatality, parents or next of kin will be informed by personal contact before any information is released to the public. Leaders of Scouting units should not discuss an emergency with the media but should refer media personnel to the council Scout executive for information.

Injuries that are not serious need not be reported to the council Scout executive. It is recommended that a written report be prepared regarding each such incident and maintained by the unit for future reference.



CHAPTER 8 – WRAPPING UP YOUR LONG CRUISE

KEEPING A LOG

Lewis and Clark kept a journal of their exploration of the West and their journey still fascinates readers. You will want to do the same. A wirebound notebook makes a fine log, as do hardbound books with blank pages. You will have a deck log that records your navigation; but a ship's log keeps a record of what you saw, what was funny, and all the events of the day.

WHEN YOU GET HOME

After a long cruise is over, there are still a few things to do. Before you get on with other activities, take time to unpack, clean, and put away your gear. Remember to write to and thank people (rangers, military base personnel, medical personnel, staff members) who helped make your trip memorable.

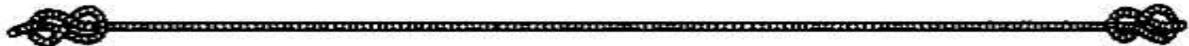
EVALUATING YOUR SAIL

Even the best planners can improve their experience. After the long cruise, get together with your ship and discuss what was good about the trip and what could have been better. Were the meals as easy to prepare and as tasty as you had hoped? Did everyone stay dry? Did you take the right equipment and supplies? Were the harbors good, and were you able to leave them with no trace of your presence?

Here are some aspects of your long cruise to consider:

- What went well?
- What could be improved?
- What will you do differently next time?
- What skills do you need to improve or acquire?
- What gear was not used or needed?
- What gear or supplies were needed that you did not take?
- Where will you go next?

Visit the Boy Scouts of America’s directory of high-adventure programs at <http://www.scouting.org>



APPENDIX

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BOY SCOUTS OF AMERICA DATE _____

Received in council service center _____
(Date)

UNIT MONEY-EARNING APPLICATION

Applications are not required for council-coordinated money-earning projects such as popcorn sales or Scout show ticket sales.

Please submit this application to your council service center at least two weeks in advance of the proposed date of your money-earning project. Read the 10 guides on the other side of this form. They will help you in answering the questions below.

Pack

Troop

No. _____ Chartered Organization _____

Team

Crew

Community _____ District _____

Submits the following plans for its money-earning project and requests permission to carry them out.

What is your unit's money-earning plan? _____

About how much does your unit expect to earn from this project? _____ How will this money be used? _____

Does your chartered organization give full approval for this plan? _____

What are the proposed dates? _____

Are tickets or a product to be sold? Please specify. _____

Will your members be in uniform while carrying out this project? (See items 3-6 on other side.) _____

Have you checked with neighboring units to avoid any overlapping of territory while working? _____

Is your product or service in direct conflict with that offered by local merchants? _____

Are any contracts to be signed? _____ If so, by whom? _____

Give details. _____

Is your unit on the budget plan? _____ How much are the dues? _____

How much does your unit have in its treasury? _____

Signed _____ Signed _____

(Chartered Organization Representative)

(Unit Leader)

Signed _____

(Chairman, Unit Committee)

(Address of Chairman)

FOR USE OF DISTRICT OR COUNCIL FINANCE COMMITTEE: Telephone _____

Approved by _____ Date _____

Approved subject to the following conditions _____

SAMPLE PERSONAL PACKING LIST FOR LONG CRUISE

Note: Everything must fit into a soft sided duffle bag about 24 inches by 28 inches.

1. Sea Scout work uniform
2. Boat shoes
3. 12 pairs of underwear
4. 12 pairs of socks
5. swim suit
6. 2 towels and washcloth
7. toilet kit including soap
8. sun screen
9. bug repellent
10. broad brim hat
11. sea sick medicine (Bonine)
12. 1 light weight long sleeve shirt
13. 1 light weight long trousers
14. 6 pairs of shorts
15. Leatherman tool
16. small flashlight (LED)
17. drinking cup
18. light weight sleeping bag or sheets and pillows
19. Required medicine
20. Camera or phone (All phones are stored while underway)
21. *Sea Scout Manual*

Risk Calculation Worksheet

Calculating Risk Using GAR Model (GREEN-AMBER-RED)

To compute the total level of risk for each hazard identified below, assign a risk code of 0 (For No Risk) through 10 (For Maximum Risk) to each of the six elements. This is your personal estimate of the risk. Add the risk scores to come up with a Total Risk Score for each hazard.

SUPERVISION

Supervisory Control considers how qualified the supervisor is and whether effective supervision is taking place. Even if a person is qualified to perform a task, supervision acts as a control to minimize risk. This may simply be someone checking what is being done to ensure it is being done correctly. The higher the risk, the more the supervisor needs to be focused on observing and checking. A supervisor who is actively involved in a task (doing something) is easily distracted and should not be considered an effective safety observer in moderate to high-risk conditions.

PLANNING

Planning and preparation should consider how much information you have, how clear it is, and how much time you have to plan the evolution or evaluate the situation.

TEAM SELECTION

Team selection should consider the qualifications and experience level of the individuals used for the specific event/evolution. Individuals may need to be replaced during the event/evolution and the experience level of the new team members should be assessed.

TEAM FITNESS

Team fitness should consider the physical and mental state of the ship. This is a function of the amount and quality of rest a ship member has had. Quality of rest should consider how the ship rides, its habitability, potential sleep length, and any interruptions. Fatigue normally becomes a factor after 18 hours without rest; however, lack of quality sleep builds a deficit that worsens the effects of fatigue.

ENVIRONMENT

Environment should consider factors affecting personnel performance as well as the performance of the asset or resource. This includes, but is not limited to, time of day, temperature, humidity, precipitation, wind and sea conditions, proximity of aerial/navigation hazards and other exposures (e.g., oxygen deficiency, toxic chemicals, and/or injury from falls and sharp objects).

EVENT or EVOLUTION COMPLEXITY

Event/Evolution complexity should consider both the required time and the situation. Generally, the longer one is exposed to a hazard, the greater are the risks. However, each

circumstance is unique. For example, more iterations of an evolution can increase the opportunity for a loss to occur, but may have the positive effect of improving the proficiency of the team, thus possibly decreasing the chance of error. This would depend upon the experience level of the team. The situation includes considering how long the environmental conditions will remain stable and the complexity of the work. Assign a risk code of 0 (For No Risk) through 10 (For Maximum Risk) to each of the six elements below.

Supervision	
Planning	
Team Selection	
Team Fitness	
Environment	
Event/Evolution Complexity	
Total Risk Score	

The mission risk can be visualized using the colors of a traffic light. If the total risk value falls in the GREEN ZONE (1-23), risk is rated as low. If the total risk value falls in the AMBER ZONE (24-44), risk is moderate and you should consider adopting procedures to minimize the risk. If the total value falls in the RED ZONE (45-60), you should implement measures to reduce the risk prior to starting the event or evolution.

**GAR Evaluation Scale
Color Coding the Level Of Risk**

10 20	30 40	50
GREEN (Low Risk)	AMBER (Caution)	RED (High Risk)

The ability to assign numerical values or “color codes” to hazards using the GAR Model is not the most important part of risk assessment. What is critical to this step is team discussions leading to an understanding of the risks and how they will be managed.