



New Member Checklist

Welcome to BSA Troop 680! We have probably told you a lot about the troop by now, however, now we need to complete the paperwork. Please take time to read and review the material. Please complete the information below and review the Material Requiring Parent and Scout Attention.

Material Requiring Parent and Scouts Input:

1. Medication / Health Form **Please complete. If there are no medications or issues, write "none".**
2. Medical Summary Card **This is for personal use. Complete and cut out one and return to troop.**
3. Transportation Information **Complete and return**
4. Adult Training Checklist. **Complete and return**
5. Minor Photo Release Form **Complete and return**

Helpful information for Parents and Scouts:

The Troops website is at www.troop680.org. Here you will find many resources and information about the Troop's activities.

- **Calendar** – official calendar of Troop Meetings, Leadership Meetings, Outings, Service Projects, Recycling, Committee Meetings, etc.
- **Gallery of Photos** – from recent and past activities
- **Resources** – links to downloadable forms and websites for both Scouts and Adults. This includes "How to Information" on Meetings, Program, and Outings; Advancement forms, outings forms and gear list, training links, interesting outdoors articles, Troop Bylaws and Procedures, and much more.
- **Recycling** – Read how our recycling program works and understand Scout and adult responsibilities. Includes "How to information" and flyer templates (please see the Members webpage for Bin Duty/Supervisor/Sweep schedule and roster)
- **Members** (password protected) – Troop Roster, Recycling schedule/roster, T680 Merit Badge Counselors
- **T680 Blog** (password protected) – here you can read comments about Outings and even write a comment.

Annual Health & Medical Record – Must be completed annually in order to go to Summer camp and high adventure outings. Generally not required for weekend outings. The form may be printed from the San Diego Imperial Council website or can be found on the Troop's "Resources" webpage.

Scout Uniform – Troop 680 requires a full uniform for meetings, Court of Honor, and some activities. A Class B T-shirt is required during transportation to and from activities and outings. Typically, a uniform is not required on the outing portion of an event. Refer to the Scout handbook and web "Resources" page for badge placement.



Medication / Health Issues Form

This form provides Troop 680, Rancho Bernardo, with the necessary information concerning a scout's or adult's medication, allergy, and/or medical or health concerns.

This form should be updated with the troop anytime a change in medication or health occurs.

This form does not authorize any person in Troop 680, Rancho Bernardo to administer medication.

_____ Effective as of: _____
 Scout / Adult Name (Please Print)

Medication	Dosage	Frequency

Allergy/Medical Condition	Severity (High/Moderate/Low)	Can Self Medicate (Yes or No)

If more space is required, please attach another page.

EMERGENCY INFO FOR _____ as of _____

This info is to be carried in your 10 Essentials. Troop 680-Boy Scouts of America, San Diego, California

	Name	Phone (home/cell/work)
My Name is:		
My Address is:		
Parent/Guardian:		
Alternate Contacts:		
Contact #1		
Contact #2		
Doctor/Group:		
Medical Insurance:	Provider:	Group#: Member #:
Allergies:	What?	Instructions:
Medications Taken Regularly:	Medication:	Instructions:

EMERGENCY INFO FOR _____ as of _____

This info is to be carried in your 10 Essentials. Troop 680-Boy Scouts of America, San Diego, California

	Name	Phone (home/cell/work)
My Name is:		
My Address is:		
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Alternate Contacts:		
Contact #1		
Contact #2		
Doctor/Group:		
Medical Insurance:	Provider:	Group#: Member #:
Allergies:	What?	Instructions:
Medications Taken Regularly:	Medication:	Instructions:



Transportation Information Form

The Troop is always in need of drivers for our outings. We must submit specific information with each Outing Permit for each **driver** and **vehicle** transporting Scouts on that outing. To simplify this requirement, the Troop maintains a database of the necessary information for all drivers and vehicles in the Troop, and submits this entire list with each permit. Please provide the following information for all drivers and vehicles that your family might use for Scout transportation. We will check with you periodically to make sure your information is up to date. This can be done via email if available.

Drivers

FIRST	LAST	LICENSE	PHONE	EMAIL

Vehicles

MAKE	MODEL	YEAR	PLATE	# of SEAT BELTS

Insurance

COMPANY	BODILY INJURY LIABILITY		PROPERTY	EXPIRATION
	PERSON	OCCURRENCE	DAMAGE	MONTH / (MONTH)
	/		/	

Parent's Signature

Troop 680 – Adult Training Checklist

Please review the list of adult training opportunities. If you have completed any of the courses, we need to record your information. If you have not completed any courses, do not panic. The list provides a way of letting you know what courses are available. Many of the courses can be completed online. Go to <http://www.sdicbsa.org> select the “training” tab on the left. Select Boy Scout Leader, then select “Class Schedule”. All of the classes are listed including any that are online. To complete an online course, click on the online link and you will be taken to the Online Learning Center. Select a course you would like to complete. Create an online user account and begin your training. If you have questions about this process contact the Membership Chair. The non-online courses will list the dates, location of course, and costs associated with each class. The Troop does not reimburse for adult training.

Please note certain courses must be updated. This is for the safety of your scout. The Re-Take information is how often you must be re-certified for that course. Please complete the form, keep a copy for your records, and return the original to our Advancement Chairperson.

Course	Date Completed	Recertification
Youth Protection Guidelines (Online)	_____	Every 2 yrs
Fast Start: Boy Scouting (Online)	_____	
This is scouting (Online)	_____	
Weather Hazards (Online)	_____	
Safe Swim Defense (Online)	_____	
Safety Afloat (Online)	_____	
Troop Committee Challenge (Online)	_____	
Scout Parents Unit Coordinator (Online)	_____	
Staffing the District Committee (Online)	_____	
Basic First Aid	_____	Every 2 years
Baloo	_____	
Scoutmaster/ASM Leader Specific	_____	
Trek Safely	_____	
Troop Leadership Training	_____	
Introduction to Outdoor Leader Skills	_____	
CPR & First Aid	_____	Every 2 years
Wilderness First Aid	_____	
Wood Badge	_____	
High Adventure Leadership Training (HALT)	_____	Every 4 years
BSA Lifeguard	_____	
Kodiak X	_____	



Minor Photo Release Form

Troop 680, Rancho Bernardo, Boy Scouts of America

I give Boy Scouts of America (BSA) Troop 680, Rancho Bernardo, permission to publish in print, electronic, or video format the likeness or image of my child. I release all claims against BSA Troop 680, Rancho Bernardo with respect to copyright ownership and publication including any claim for compensation related to use of the materials.

General Guidelines:

- It is recommended that a release be obtained when photographing or videotaping a minor (under 18).
- Parent or guardian signatures are required; signatures of minors are not sufficient.
- When images are published, BSA Troop 680, Rancho Bernardo, will take cautionary steps to provide minimum identifying information and will not use specific street or mailing addresses, e-mail addresses, or phone numbers.
- Signed release forms are not needed when subjects are in public places, such as fairgrounds or parks.
- Photographs or videotaping in private or public schools or youth camps must be done only with school or camp permission and with signed release forms from a parent or guardian of each child.
- Release forms should be included in school or camp registration materials. It is the responsibility of the photographer or videographer to obtain signed release forms and maintain records.
- If you have questions, please contact Troop 680's Scoutmaster, Committee Chair or Membership Chairperson.

MINOR'S NAME (Please print.)

DATE:

PARENT'S /GUARDIAN'S NAME

PARENT'S /GUARDIAN'S SIGNATURE