

TROOP 840

Directions for Completing Welcome Packet



ALL enclosed paperwork needs to be turned in at the first Troop meeting after Crossover on Tuesday, March 9th at the latest. Please bring your checkbook to the first meeting to pay for the membership and camp fees.

Your son is NOT registered in the Troop until/unless we have all of his information turned in and payment received! Please do NOT turn in a packet that isn't 100% complete! ALL PAPERWORK WILL BE DUE NO LATER THAN TUESDAY, MARCH 16th!

If you have questions, please call or email one of the listed Troop contacts.

A-Welcome Letter: Contains an overview of information that you will want to reference in the upcoming weeks. The back of the page contains selected Troop member phone numbers and emails.

C-Scout Youth Application: (Use pen, please, and print CLEARLY!)

Unit type is **Troop**, Unit No. is **840**.

Please mark if you earned your **Arrow of Light** and the date received.

Note if new to Scouting, go to step g; if not, then continue with step d.

Mark **Transfer** application. Our Council # is 571.

Unit you are transferring from is your **PACK** and Pack #.

Please enter your **BSA membership number** (you can get that from your Cubmaster if you don't know it).

Print your name, address, school, & grade NEATLY! Use blank spaces.

Parent Information – this is not the same as the Adult Application, if you are planning to be an Assistant Scoutmaster (ASM) or member of the Troop Committee. This is basic parent information.

A main phone number is REQUIRED. (If you don't have a home phone, use your cell phone number.)

Parent signature is on the right.

D-Adult Leader Application (Print CLEARLY in pen, please!) Necessary if you intend to participate in the Troop in any capacity (including driving Scouts). PLEASE BE NEAT! Especially your contact information – your phone number and email – if we are missing something from your application, we will need to contact you so you can complete it in order to be registered with the Troop!

Last page on the back – Make sure you SIGN & DATE the Disclosure/Authorization Form! The **Unit #** is **Troop 840**.

On the Application, please fill in all three references completely and answer all 6 questions on the right side. References must have a phone number. If BSA can't reach the reference, you won't be cleared. Make sure you put someone down that will answer their phone and/or return a phone call.

The **District** name is **Western Horizon** and the **Council #** is **571**.

If you know your **BSA membership number**, please write it above your last name.

A main phone number is REQUIRED. (If you don't have a home phone, use your cell phone number.)

Your SSN only goes to the Council office – no one else will have your SSN!

The Scouting position codes are on the back of front page of the application. The default position, until you are trained, is **91U Unit Scouter Reserve**. Some parents will become an Assistant

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Scoutmaster (ASM, code **SA**) and some will become a Committee Member (code **MC**) of the Troop Committee. (See next page for a short description of roles.)

Sign & date application. **INCLUDE A COPY OF YOUR MEMBERSHIP CARD WITH BSA ID # IF YOU HAVE ONE!**

Please attach a copy of your YPT (Youth Protection Training) certificate. If you have not completed Youth Protection Training, please create an account at <https://my.scouting.org> and complete the YPT module (a little over an hour online course). **YPT IS REQUIRED FOR PARTICIPATION IN THE TROOP IN ANY ROLE.**

Leadership Position Notes: While the default initial position is **Unit Scouter Reserve (91U)**, which requires only Youth Protection Training (YPT) to be “trained” (*unless* camping, in which case, see comment below for CM). As an active parent in Scouts BSA, you can eventually choose to be an Assistant Scoutmaster, or a Committee Member, both of which require additional training:

Assistant Scoutmaster (ASM) – requires YPT, SALT (Scoutmaster/Assistant Leader Training), and IOLS (Intro to Outdoor Leader Skills), and Weather Hazards Training. An ASM works directly with Scouts during Troop activities and campouts, and participates in Courts of Honor, along with other T840 duties. An ASM may not participate in Boards of Review (BORs) in the same Troop.

Committee Member (CM) – requires online YPT and online Committee Member training. If you camp with the Troop, Weather Hazards Training is *also* required. A CM works with the Committee Chair in supportive roles, such as Outdoor Activities Coordinator, Advancement, Treasurer, Training, Equipment, Membership, etc. A CM may participate in BoRs in the same Troop.

Medical Form: Parts A & B are due when you turn in your forms! **You will need to make a COPY of parts A & B (*we need the originals*), because your Physician will need to see those when he/she fills out Part C.** Make sure you sign all the parts, and note your Scout’s full name and Date of Birth on the top of each page.

Part A Informed Consent

Check “Without Restrictions” unless your son has something they’re not allowed to do, or unless you don’t want your son in the Coppell paper, etc., as part of Troop 840.

Bottom Section:

Name on right – Put “**ANY REGISTERED T840 ADULT LEADER**”

Name on left – any neighbors, relatives or friends you will allow to pick up your son

Part B Annual Health & Medical Record

WE NEED COPIES OF YOUR INSURANCE CARD(s) – FRONT *and* BACK!

You must include his immunizations and dates – you cannot turn in your medical form without them!

List ALL medications your son takes, including medications he takes during the school year.

Complete ALL shot dates and note if he has previously had the disease (just month/year)

Shots *must* be up to date! (Use a copy of your son’s shot record to complete the immunization part.)

New Scout Information Form

Please complete *ALL* blanks

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For Scout email, use a NON-school email, NOT the parent's email. If the Scout does not have a non-school email yet, please write "none yet".

Make sure writing is NEAT/Legible, accurate!

Be sure to include ANY Allergies

Include any dietary restrictions

Parent Information for both parents or at LEAST ONE

Vehicle Info ONLY if you are able to drive

Vehicle 2 only if you have 2 vehicles that you may use

6. Scout Behavior & Self Discipline Form must print name & be signed by both Scout and one Parent. We encourage you to go over this with your Scout and then sign it together.

7. Adult Behavior Guidelines + Volunteer interest Read and signed by Adult

Fee Schedule Please use this schedule to calculate fees owed. Deposit fees per Scout and Adult and per summer camp need to be paid now. You can make a deposit or pay in full. **Make checks payable to Troop 840.** Please bring your checkbook to the **March 16th** meeting and we will help you determine the total fee.

New Scout Forms Checklist This is last because you'll want to have EVERYTHING checked off that applies to you **BEFORE** you turn in anything! If you have questions before the Troop meeting, please email me and I'll help you!