

Camp Bud Schiele Emergency Action Plan



Revised 02/10/2026

Emergency Action Plans T.O.C. –Per N.C.A.P. AO-805

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Introduction for Emergency Action Plan

Organized response to an Emergency requires clear understanding of the responsibility of the persons staffing a Short-Term Camp, Day Camp or Long-Term Camp in coordination with City, County, State and Federal emergency response services, periodic update, review and evaluation of the results. The emergency response plan describes operations for response to potential emergencies and delineates the roles and responsibilities for those expected to help protect lives and property.

This response plan accommodates a wide range of emergency situations, from relatively minor to serious. Because specific response action and activity will vary with the severity and complexity of the emergency, judgement based upon the circumstances is necessarily exercised by those responsible for response services.

In case of a media or public inquiry requiring a response from BSA, the following are the only authorized individual to speak on behalf of the Council Scout Executive or their designee.

The Camp will operate under the Incident Command System (I.C.S.) with the first Leader on scene, until the Camp Director, Health Officer or other designee or First Responders arrive on scene.

A Missing Person or Lost Swimmer

Missing Person -

- Keep a roster (names only) of all members by Troop and Staff in the Camp Office
- All scouts are reminded to use the Buddy System
- When a person is reported missing the Camp Director or Professional onsite manages the following steps:
 - 1) Camp Director will sound the Missing Camper Alarm. All campers will meet and assemble in front of the dining hall (Assembly Field)
 - 2) Camp Director and Camp Commissioner will check obvious areas first and assign others as necessary: tents, campsites, latrines, showers, dining hall, program areas. Also check for sign-out register at office.
 - 3) Program Director and Health Officer :
 - a) Ask questions: of who saw the Camper last? Where, which way traveling/going? When did the camper leave and with whom?
 - b) Ask: What mood was the camper in when last seen? Angry? Home sick? Normal?
 - 4) Camp Ranger and Climbing Director will check other program areas as assigned.
 - 5) Call 911. Continue to look for the missing person unless instructed otherwise by Emergency Responders.

At this point the search is under the control of the Sheriff's Department and the camp staff should assist in any possible manner until the camper is found.

A Missing Person or Lost Swimmer (con't)

Lost Swimmer Search –(L.S.S.)

- If a buddy tag is discovered to have been left on the Buddy Board in the waterfront area, the Aquatics Staff will call the campers name and quickly search the immediate area.
- The Aquatics Director is in charge of the Lost Swimmer Search (LSS). The Designated staff will search under his/her direction until all campers are accounted for. Staff members not assisting the Aquatics Director will report to the Parade Field to assist the Camp Commissioner. Safety of staff conducting the search will not be jeopardized during the process.
- When a person is reported missing to the Camp Director or Professional Onsite Managers the following steps:
- Staff Assignments:
 - 1) Camp Director – will sound the Lost Swimmer Alarm and reports to the **“Sports Field” (near Camp Site 1)**. Contacts the Council Program Director and/or Council Scout Executive with the information
 - 2) Business Manager – Reports to the Camp Office to manage the communications, call Scoutmaster cell phone.
 - 3) Program Director – Reports to the Waterfront with Designated Staff, initially. Has Staff direct Campers to **“Sports Field” (near Camp Site1)** away from “Assembly Field”. Then proceeds to **“Sports Field”(near Camp Site 1)** to assist the Camp Commissioner
 - 4) Camp Commissioner – Reports to the **“Sports Field” (near Camp Site 1)** to conduct a camp wide roll call by Troop.
 - 5) Health Officer – Reports to Waterfront, with missing camper medical forms.
 - 6) Quartermaster or Designee – Drives calmly but quickly to the camper’s campsite to search
- In most cases the camper will turn up in the **“Sports Field” (near Camp Site 1)** when roll is called by Troops. When the camper is found, the Camp Director will discuss the situation with the camper and the unit leader.
- **A camper should not be scolded or made to feel embarrassed if his tag is left on the board!**
- All scouts are reminded to use the Buddy System

Extreme (Inclement/Severe) Weather NCAP FA-714

If predicted, each area will be notified of the Weather Forecast. If considered appropriate, leaders may be notified as well by phone or text message or agreed notification system. Areas should be alert to the possible need to move campers to safety if in camp sites or merit badge sessions.

- If there is sufficient notice available to safely move campers to safety, they will assemble in the dining hall. Staff should report to the kitchen for instructions in this case.
- If conditions should become too severe, the general alarm will be sounded and everyone will be sheltered in place at designated “Emergency Shelters” throughout the camp.
- Lightning – If near a building or vehicle, get inside. Stay away from natural lighting rods: trees in open field, flag poles, hill tops, ridges, water, beaches, canoes boats, small structures in open areas and metal objects. If in the open seek a low area, such as a ravine, or valley. Groups should spread out. At the first sign of an electrical storm, all water activities are to be closed and everyone out of the water.
- Severe Cold – Be prepared for the cold by using the **C-O-L-D** system. Keep **Clean** by keeping out dirt, grime and perspiration. Avoid **Overheating** by adjusting clothing to meet outside temperature and exertion rate. Wear loose **Layers** of clothing so blood flow is not restricted and so dead air spaces between layers will trap warm air. Keep **Dry** by keeping damp clothing away from skin. Watch for signs of hypothermia.
- Flooding – Flash Floods result from rains filling drainage systems – streams, ditches, valleys –with possible debris and raging water overflowing. Do not attempt to cross flowing streams where water is above your knees, Do not camp on low ground, and always be prepared to move out fast to safer ground

A Serious Accident/Fatality “Medical Emergency”

A Minor Injury or Illness –

1. Before performing any first aid, pull on a pair of disposable medical gloves.
2. If no gloves, wait to be treated with first aid by the **Health Officer**.

A Serious Medical Emergency – do the following:

1. Keep the camper/victim still – do not let them move or be moved.
2. Notify the nearest Staff member and Health Lodge or other authority who will call for medical assistance.
3. Before performing any first aid, pull on a pair of disposable medical gloves
4. Administer first aid until the health officer arrives and treat for shock.
5. Keep the camper/victim calm and comfortable until medical personnel arrive.
- 6.

AED Devices – There are several AED’s located around Camp including the Dining hall, Health Lodge, Leaders Lodge.

Fire – Observed not a Campfire

When a fire is sighted report the location of the fire immediately to a group of adults, the staff or call 911.

- If the fire is small, suppress it with campsite firefighting equipment (shovels rakes, etc.).
- If the fire is large, keep away and wait for camp staff or ranger or other authority to put the fire out.
- Prepare to evacuate the area:
 - The Camp Director or Event Chairperson will activate the evacuation and sound the alarm, if necessary.
 - Campers should report to the **“Assembly Field”** or **“Amphitheater”** as an alternate.
 - Adult Leaders/SPL should account for their campers and be ready to report the information.
 - The Camp Commissioner will report to the **“Assembly Field “** and take roll call of campers by Troop.
 - The Camp Director or event Chair person will provide further details as they become aware.
 - Troops/Campers should stay at the **“Assembly Field”** until further directions are received from Camp Staff or other Authorities.
 - All Staff will report to the OA Lodge Shelter after securing their program areas if safe.
 - If necessary, Staff members may be asked to help with the Evacuation of camp (**See Evacuations/Maps**).
 - Campers/Scouts are never to fight any structure fires. They may attempt to put out small fires.

Communicable Disease or Infectious Outbreak (Flu / Covid)

To prevent the spread of Communicable Diseases and Infections, Staff and Campers who are sick are encouraged to not attend camp until doctor gives his/her permission.

Upon discovery of an incident involving Communicable Disease or Infection, notify the Health Officer or Camp Director and Council Executive Representative immediately.

Before performing any first aid, pull on a pair of disposable medical gloves

Reporting:

- All possible contractions involving BBP or ID should be reported immediately to the Health Officer.
- Situational contractions involving BBP's and ID should be reported promptly to prevent further contaminations, infectious material. Infectious material and/or suspected BBP should be noted as well as the locations, time and everyone involved in the incident.
- The Camp Director will contact the Council Program Director and the Council Scout Executive.

Human Contraction:

- Person(s) suspected of contracting a BBP or ID will be immediately sent to the local emergency room for further evaluation.
- Persons with suspected BBP or ID are to be separated from the general camp population to prevent the possible further spread of said BBPP or ID until (s) can be safely transported to the nearest appropriate medical facility.

Infectious Disease and Blood Born Pathogen Prevention:

- All Staff or Campers must have a completed BSA Health form Parts A, B, C.
- Any possible infectious material is to be put into a bio-hazard box and promptly disposed of.
- Hand washing and personal hygiene will be constantly practiced.
- CDC and Local Health Department will be contacted by the appropriate personnel upon notification of any possible contraction of a BBP or ID.

For Further reference see the Camp Bud Schiele Health Policy and Procedure Manual

- Policy - Camp Bud Schiele (CBS) will operate a health lodge in accordance with the most current version of the N.C.A.P (national camp standards); **HS-503; HS-505; HS-506; HS-507**. The health lodge will be managed by a camp health officer appointed or hired by the Piedmont Council. All procedures, medication/equipment/supplies, and camp property/program treatment procedures will be approved by the council's enterprise risk management committee and the council's health supervisor and reviewed at least annually.

Hazardous Materials Exposure/ Derailment

- At no time should any Camper or Staff Member, other than the Camp Ranger handle any type of Hazardous Material, other than general cleaning supplies. In the unlikely event that a Camper or Staff Member is exposed to Hazardous materials, the **Health Officer** and **Camp Director and Council Executive Representative** are to be informed immediately.
- If there is a greater threat to the camp, some emergencies require the evacuation of a building due to natural disaster, fires, train derailment, etc. It is possible that in the event of an emergency the entire population may need to be Evacuated (**See Evacuations / Maps section**)
- Derailment –
 - Report Emergency Call 911 / Hudlow Fire Department (828) 287-7716
 - Call Railroad CSX – 1-800-232-0144 provide Crossing# 937598U and SDS 12.26

Dangerous Encounter with Wildlife

At no time shall any Camper or Staff Member touch or attempt to touch any wildlife while at camp. If you see an animal that is behaving oddly or is in a place where it may interact with Campers or Staff, notify the **Camp Office** and **Nature Director** immediately! The **Camp Office** will notify the **Camp Ranger**, who will handle any dangerous wildlife at Camp. In certain situations, non-venomous snakes may be removed, by the Nature Director.

- **Bears** – are usually looking for a free meal (Food). A clean campsite, picking up garbage and not spilling food and cooking at least 20 yards away from tents as well as not storing food in camp is a good practice. When sighted keep away and **do not** approach the Bears!
- **Bees and Wasps** – Check-in Medical forms should inform Medical Officer to be aware and to be prepared if any Camper or Staff are allergic to stings and if so antitoxins should be available.
- **Poisonous Snakes** – Keep an eye out for snakes of any type around rocks and ledges. If a snake is encountered, move away as quickly as possible and do not approach. Report to a Camp Staff member.
- **Other Animals** - An encounter with an animal that under normal circumstances would not be considered dangerous, but we need to be aware of the possibility of encountering an animal that could be rabid. If so, stay away and report to an Adult Leader or Camp Staff. If bitten call the Health Officer for immediate treatment.

Authorized Persons in Camp

- All authorized campers Adults and Youth will wear Class A or Class B Uniforms, plus colored wrist bands.
- Campers at the Aquatics area will not have Class B uniforms, but will have the colored wrist bands
- Parents and other family members visiting camp must check in with at the Camp Office, sign in and receive a wrist band.
- All Staff will wear BSA Class A uniform, and Name Tag or Camp Staff Shirt and Hat and Name Tag or Camp Photo ID.

Unauthorized Person Located in Camp (per AO-804 Camper Security)

All persons entering Camp must register at the Office and advise the reason for their visit and sign –in.

In the case that an unauthorized person is seen in camp, by a Camper or Staff the following procedure will be followed:

1. They are not to approach the person under any circumstances.
2. They shall notify staff or the Camp Director or Program Director to the location of the unauthorized person. This should be done directly without alerting any other staff members.
3. Once the Camp Director or Program Director is alerted, they will take the necessary action.
 - a) The Director will take no less than two other staff members and proceed to the last location the person was seen.
 - b) While the Director and staff approach the person there will be at least one other staff member in the Camp Office who is in radio contact with the Director.
 - c) The Director will attempt to speak to the unauthorized person in a safe manner, to determine the identity of the person and why they are in camp. If it is determined that the person would be approved to be in camp (parent, troop leader), the Director will tell the Camp Office to lower the warning.
 - 1) To determine if the person is to be in camp, the Director will check the person's driver license and confirm with the troop scoutmaster. The person will be taken to the Camp Office to be formally authorized to be in camp.
 - 2) If the Director decides the threat level of the authorized entrant is high, then the staff at the office will be alerted. They will proceed to call the proper authorities, for additional assistance (police, country sheriff), to escort the unauthorized person off the camp property
 - 3) While authorities are in route, the staff will do what they can to keep the authorized person at the location.
4. The Program Director will account for all campers and staff in camp, once the threat is resolved.
5. The camp staff will review any unauthorized entrant at the weekly staff meeting and adjust procedures to insure protection of campers.

Active Shooter - Unauthorized Person in Camp (per AO-804 Camper Security)

If an unauthorized person or Active Shooter is confirmed but cannot be located:

1. The Camp Director will not call for assembly,
2. The Camp Director will direct staff to disperse all persons away from the main open camp areas.
 - a) If in MB Class secure in nearby “Emergency Shelters” with Staff and doors
 - b) If in Camp Site secure in “Emergency Shelter or Bath house” and lock doors.
 - c) If with Buddy find safe hidden area nearby.
3. The Camp Director will notify the Office to Call for additional assistance (police, country sheriff).
4. The Camp Director will not attempt contact , locate or speak to the unauthorized person.
5. The Camp Director will observe and relay information about the incident to the office , while authorities are in route,.
6. The staff will only observe and report information to the Camp Director, until authorities arrive.
7. Once the situation is resolved, the Program Director will account for all campers and staff in camp, once the threat is resolved.
8. The camp staff will review any unauthorized entrant at the weekly staff meeting and adjust procedures to insure protection of campers.

Natural or Manmade Hazards at the Camp

Any concerns related to any Natural or Manmade hazards at Camp, in Camp Sites or Program areas need to be reported to Staff and forwarded to the Camp Director.

Any unreported hazards could become a safety issue for other Campers or Staff if not reported causing an injury that could have been prevented.

It is highly recommended for everyone's Safety that Campers and Staff stay on marked roadways, trails and pathways in camp to avoid trips, slips, and falls.

Dangerous Equipment and Risks

At no time will any Camper or Staff Member use any type of equipment including but not limited to a Chainsaw, tractor, etc.

Only the Camp Ranger is trained and authorized to use this type of equipment.

Other equipment which may pose a risk will be used in accordance with established BSA guidelines and procedures.

Child Abuse / Youth Protection

- Child Abuse is a serious offense and should not be taken lightly. Suspicion of physical mental, emotional and sexual abuse should be reported to the **Camp Director** or in her/his absence the **Program Specialist** or designee immediately.
- The **Camp Director or Program Specialist** will then call the **Council Scout Executive** or designee.
- Reports will be handled discreetly and in compliance with mandatory reporting laws.
- Do not spread rumors to anyone about child abuse, including other staff members. Any related rumors of child abuse need to be reported to the **Camp Director**.

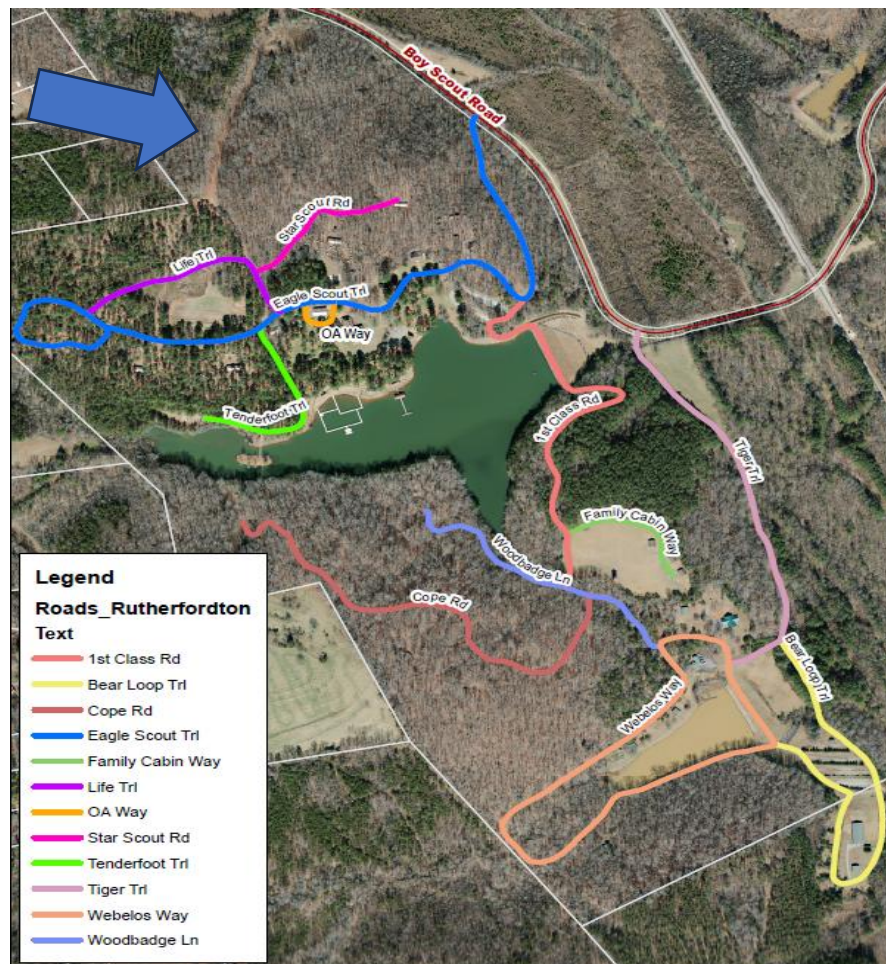
General Evacuation – Buildings, Areas and Camp

- General Evacuation Procedures:
- **Buildings**
 1. Never block even temporarily, any building evacuation routes or exits.
 2. Close, do not lock, any doors upon exiting the building or area.
 3. Evacuate quickly and calmly, by way of the nearest exit to a safe distance from the building
 4. Stay with the group from that building and do not re-enter the building until the all-clear has been given to return
 5. Keep a roster (names only) of all members by Class Roster / Activity at the building
 6. Account for all campers and staff and guests that were inside the building
- **Area**
 1. Never ignore a sounding alarm or official instructions by staff to evacuate an area and report to the Assembly Field near the ding Hall and await further instructions.
 2. Ensure those in the general vicinity are aware of the evacuation.
 3. Keep clear of emergency vehicles so EMS responders can help.
 4. Account for all campers and staff and guests.
 5. Stay with the group from that area and do not re-enter the area until the all-clear has been given to return
- **Camp**
 1. **In the event of a Fire, Severe Weather, Illness or other incidents Evacuation of Camp may be necessary (see Evacuations / Maps for details Page 20).**
 2. In the event of any Emergency or Evacuation, Parents will be notified by Unit (Troop or Pack) Leaders.

Evacuations - CBS Map with Road Names

Planned – Staff will advise all Adult Leaders and Campers to leave Camp as soon as possible due to unsafe conditions (medical, storms, etc.) in unit provided vehicles via the main Camp entry road.

Unplanned – Staff will direct all Adult Leaders and Campers to leave Camp immediately on foot via the main entry road or using an “Emergency Exit” paths from Eagle Trail to Life Trail, passing the Nature Lodge and straight on the rear fire access road to Boy Scout Rd. (See blue Arrow).



CBS Camp Site Map



BSA Main Camp



Emergency Shelters BSA Camp Map

Zone 1 (Sites 2,3,4)

Go to – Camp Site 2 Shelter-2

Zone 2 (Sites 1,5,6)

Go to – Camp Site 1 Shelter-1

Zone 3 (Sites 7,8,9)

Go to – Camp Site 8 Shelter-3

Zone 4 (Sites 10,11)

Go to – Camp Site 11 Shelter-4

Zone 5 (Nature, Trading Post, OA Shelter, Handicraft,, Main Bathhouse)

Go to – Nature or Trading Post Shelters-5 or other shelter in place.

Zone 6 (Scoutcraft, Volleyball Court, Gaga Pit, Health Lodge)

Go to – Scoutcraft Shelter-6 in place, others Health Lodge

Zone 7 (Staff Cabins, Staff House)

Go to – Shelter in place or Staff House Shelter-7

Zone 8 (Leaders Lodge, Main Parking Lot)

Go to – Leaders Lodge Shelter-8

Zone 9 (Waterfront, Main Amphitheater, Dining Hall)

Go to – Dining Hall Shelter-9

Zone 10 (Archery, Trailhead, Small Amphitheater)

Go to – Archery and Trailhead Shelters-10 in place,

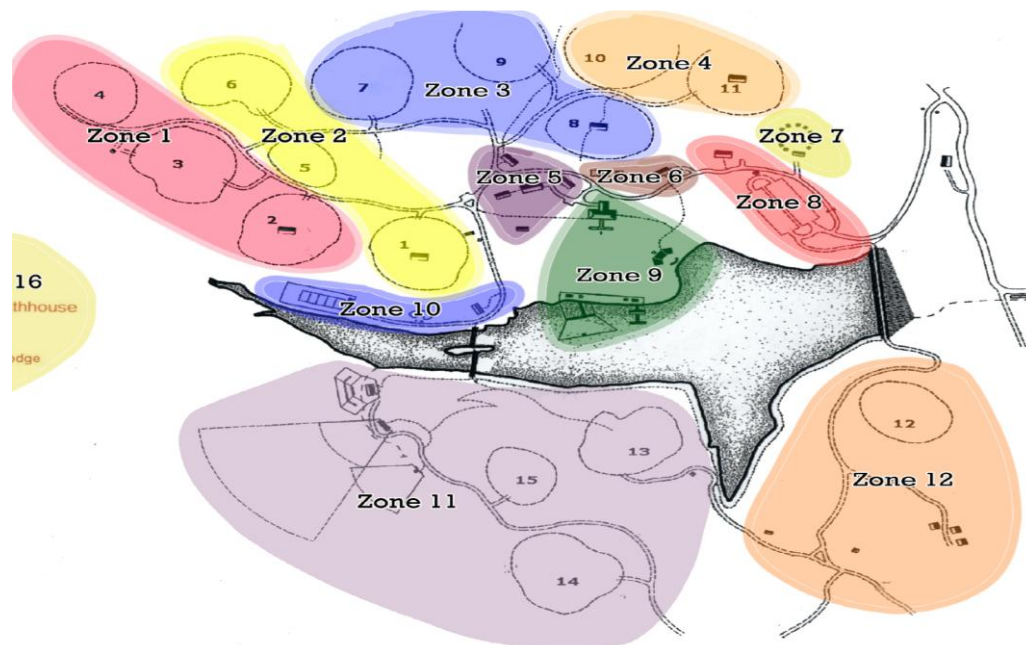
Amphitheater to Trailhead

Zone 11 (All Scout Side Gun Ranges, Sites 13, 14, 15, and COPE)

Go to – Rifle Range Shelter-11

Zone 12 (Site 12, Climbing Tower and Field,)

Go to – Family Cabin 3 Shelters-12



Emergency Shelters Cub Camp Map

Zone 13 (Site 8, 12, 13, 14)

Go to – Zone 13 Bathhouse Shelter-13

Zone 14 (Sites 7,9,10, 11)

Go to – Zone 14 Bathhouse Shelter-14

Zone 15 (Bear, Wolf, and Woodbadge Shelters, Amphitheater, Site 15, Lakefront, Belk Lodge)

Go to – Belk Lodge Shelter-15

Zone 16 (Sites 16,17, Bathhouse, Lower Field, Smith Lodge)

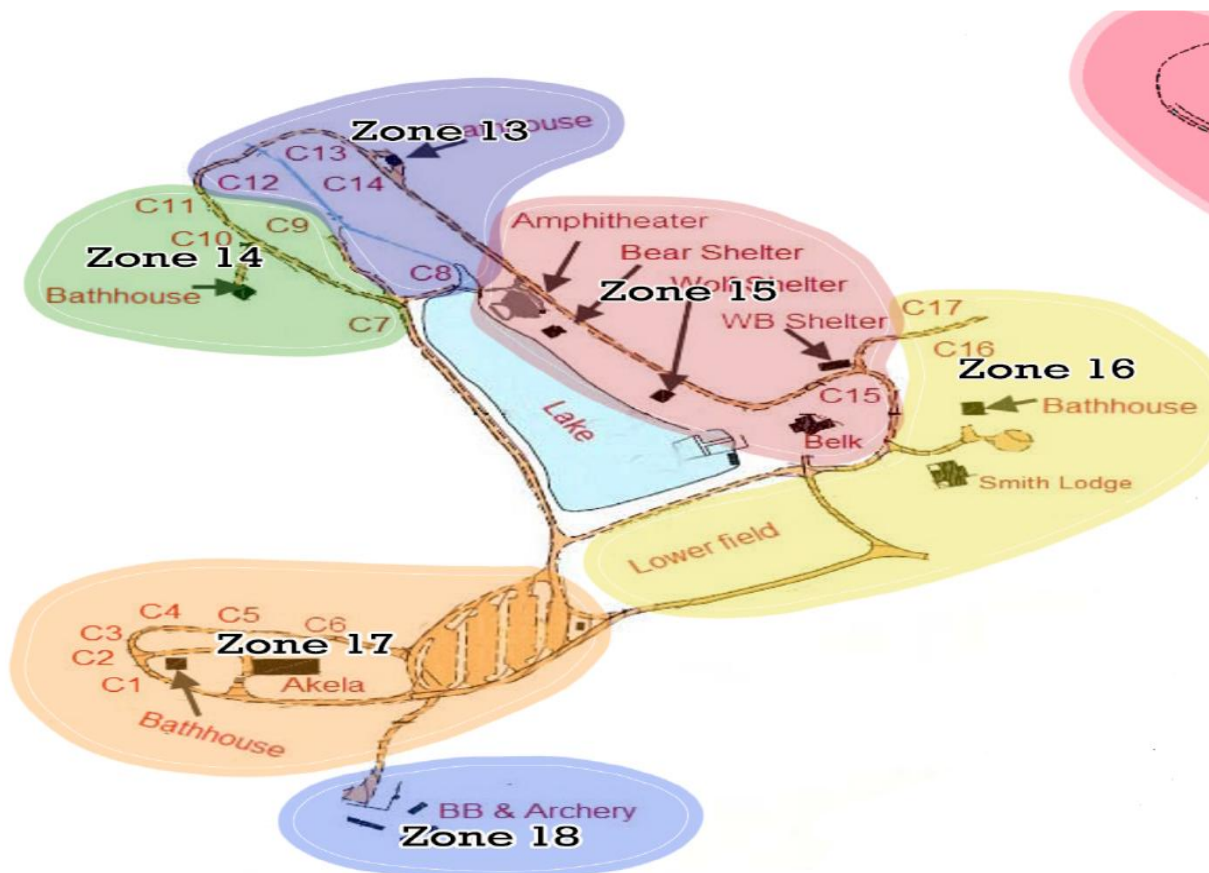
Go to – Bathhouse or Smith Lodge Shelter-16

Zone 17 (Sites 1,2,3,4,5,6, Bathhouse, Parking Lots)

Go to – Bathhouse or Akela Shelter-17

Zone 18 (BB and Archery Range)

Go to – BB Range Shelter 18



Safety

Guide to Safe Scouting –

<https://www.scouting.org/health-and-safety/gss/>

CBS Emergency Contacts Lists

Camp Bud Schiele –

668 Boy Scout Rd, Rutherfordton, NC 28139

Office - (980) 745-3258

35.45481N and 81.92452W

Camp Staff

Ranger - Daniel Kluttz (704) 640-6599

Camp Director – Blaise Shiver (890) 888-8207

Program Director – William Fisher (828) 514-2181

Facilities Manager/Program Specialist –

Brian Wierzbicki (904) 607-6973

Council Offices (Gastonia)

Council Executive – Connie Bowes (704) 620-7798

Council Office – (980) 888-8649

Council Scout Shop (704) 854-4062

Emergency Services

Emergency – 911

Hudlow Fire Department (828) 287-7716

Rutherford Sheriff Dept – (828) 287-6247

Poison Control – 800-222-1222

Non-Emergency Sheriff – (828) 286-2911

Rutherford Sheriff Dept Child Abuse (828) 287-6046