



Date: January 1st, 2025
To: National Camping School Participant
From: Jason Dugan NCS Course Director jason.dugan@scouting.org
Landon Burtchell NCS Local Council Liaison landon.burtchell@scouting.org
Subject: Welcome to National Camping School at Hubert Eaton Scout Reservation

Congratulations, your National Camping School application has been received! On behalf of the faculty, we look forward to serving you at Hubert Eaton Scout Camp. The following information will help you prepare for NCS, please read carefully.

Critical information about your National Camping School participation

LOCATION:

Hubert Eaton Scout Reservation
29485 Hook Creek Road
Cedar Glen, CA 92321

COURSE DATES:

May 17-23rd, 2025

CHECK-IN:

When you arrive at Hubert Eaton Scout Reservation, please proceed to the Pollock Training Center (can be found on the attached camp map) for check-in. All participants should plan to arrive between 9:00 a.m. and 11:00 a.m. on Saturday, May 17th, 2025. Driving directions are listed below and a camp map is attached to this letter. Any registration-related questions may be directed to the Scouting America National Office (ncs@scouting.org).

EARLY ARRIVALS*:

If you need to arrive on Friday, May 16th due to travel arrangements, please select "Early Arrival" in the online registration system. The early arrival fee of \$55* includes dinner on Friday and breakfast on Saturday. Early arrival check-in will be at the Pollock Administration Center.

Note: For those who are not registered as early arrivals, your first meal will be lunch on Saturday, May 17th, 2025.

TRANSPORTATION (Additional Fee):

The most convenient airport for attending Hubert Eaton Scout Reservation NCS is Ontario International Airport (ONT) For an additional fee, the host council will provide two airport pick-up shuttle options:





1. Friday, May 16th at 4:00 PM for early arrivals
2. Saturday, May 17th, at 9:00 AM for all others

The return shuttle will arrive at ONT by 3:00 pm on Friday, May 23rd. The fee for roundtrip shuttle service is \$100.00 and is payable to the Greater Los Angeles Area Council. If you plan to use this service, you will need to reserve and pay for your seat by visiting the following [link here](#) for any questions or concerns please contact the Local Council Liaison, Landon Burtchell (Landon.burtchell@scouting.org) or at 213 264 4039. PLEASE NOTE: Shuttle reservations must be submitted by May 10, 2025.

DRIVING DIRECTIONS:

Driving directions to Hubert Eaton Scout Reservation are attached to this letter.

ANNUAL HEALTH & MEDICAL RECORD:

Your camp health screening will take place at check-in. Please make sure Part C of your Annual Health & Medical Record has been signed by a Medical Doctor, Physician's Assistant (master's degree) or a Licensed Nurse Practitioner within 12 months of the last day of this NCS session. Those without a current Annual Health & Medical Record will be required to obtain one at their own expense before being allowed to remain in camp. The Annual Health and Medical Form can be found at: [Annual Health & Medical Record](#)

DIETARY NEEDS:

If you have special dietary requirements, please let the host council liaison know in advance either through the registration process or by submitting the dietary needs form [here](#). At NCS, meals are varied, and there is always a salad/fruit bar, cereal with milk. Refrigeration is available in the Health Lodge for medications.

PREREQUISITES:

Please note that there are pre-requisite training courses which you MUST have before you attend NCS. Please ensure you bring support materials (certificates) with you as proof. Those participants who arrive without their prerequisites completed may not be certified.

- **Range Activities Director:** NRA Basic (Rifle & Shotgun), NRA Instructor (Rifle & Shotgun), online portion of the USA Archery Level 1 course
- **Aquatics Director:** Current Lifeguard certification (BSA Lifeguard, Red Cross Lifeguard, YMCA Lifeguard, Starfish Aquatics Institute Starguard, Ellis & Associates International Lifeguard Training Program, or equivalent) Safe Swim Defense and Safety Afloat training and proven swimming skills.
- **COPE Director:** COPE Level I Instructor
- **Climbing Director:** Climbing Level I Instructor
- **Long-term Camp Director and Long-term Camp Program Director:** NCAP Assessor training (found on the BSA Learn Center on my.scouting.org), [Unlawful Harassment Prevention](#) training.



- **ALL: BSA Youth Protection Training CCPT:** Current NCS COPE Director or NCS Climbing Director certification, have a Portfolio demonstrating 50 hours of face-to-face COPE or Climbing instruction with participants as a NCS Director or Level I or II instructor within the last 3 years. No more than 5 hours can be spent on administrative activities.

WEATHER:

Some of our scheduled programming will take place outdoors. While daytime temperatures in May/June can be as high as the 70's and 80's, **it WILL get cold at night** (our camp sits at 5,700 feet in elevation). Please bring suitable bedding, clothing (long pants and other items that will keep you warm), jacket, rain gear, sleeping gear, hat and sunscreen.

ACCOMODATIONS:

Housing will be in lodge-style housing with bunk beds and foam mattresses. **Please bring appropriate bedding for lodge-style camping.** The telephone number in case of emergency is (213) 585-4160. If you need access to electricity for a CPAP machine, please bring an extension cord

DAY ONE CAMP-WIDE SCHEDULE (Saturday, May 17th):

7:15 am – 8:00 am	Breakfast
8:00 am - 9:00 am	Staff Preparation in Section Areas
9:00 am - 11:00 am	Check-in, Registration, Section Interviews and Campsite Check-in
12:00 pm – 1:00pm	Lunch & Mealtime Presentation
1:00 pm - 5:00 pm	Course Instruction
5:00 pm - 5:45 pm	Personal Time
5:45 pm - 6:00 pm	Assembly & Retreat
6:00 pm - 6:45 pm	Dinner
6:45 pm – 7:00 pm	Mealtime Presentation
7:00 pm - 8:30 pm	Course Instruction
8:30 pm - 9:30 pm	Welcome Campfire
9:30 pm - 10:00 pm	Cracker Barrel
10:00 pm - 11:00 pm	Personal Time/Study Time

DRESS CODE:

National Camping School graduates set the example when it comes to wearing the right uniform at the right time in camp. Scouting America Field Uniform will be required for meals, formations and campfire. Scouting America Activity Uniform will be worn at all other times, this is to includes Scout or camp related polos or t-shirts. Please be sure to bring enough activity uniform shirts to get you through the week. You do not need to arrive in Field Uniform, but you will need it for the opening lunch on Saturday, May 17.

EQUIPMENT/GEAR NEEDED BY PARTICIPANTS:

Please see a list of equipment and gear required for your week at National Camping at the following link: [Equipment Needed for NCS.pdf](#). Many sections require that you bring program items or copies of Council documents in addition to your personal camping gear.





VISITORS:

Please do not plan to have visitors or additional attendees such as spouses or children. Only participants and faculty are permitted on property while the course is in session.

DEPARTURE:

Departure will be after graduation on Friday, May 23. Participants who are enrolled in recertification sections will be able to depart after lunch on Tuesday, May 20th.

TRADING POST

National Supply will not have a trading post on-site at National Camping School. If you are interested in purchasing National Camping School branded items you may view them at: [NCS Trading Post Items](#). All items purchased online will be shipped to your home.

If you have any questions before you arrive, please feel free to reach out to me at jason.dugan@scouting.org. As a member of your council's long-term camping leadership team, you will be providing Scouts with an experience they will remember for a lifetime. Thank you for making the decision to attend National Camping School. I look forward to seeing you at camp!

Yours in Scouting,

Jason Dugan

Jason Dugan
NCS Course Director

** The early arrival fee is handled through the event registration system. Do not pay the early arrival fee to the host camp. You may or may not be expected to cover it personally (discuss with your local council). The fee includes lodging the night prior to the start of the course, dinner Friday night and breakfast Saturday morning. No activities are planned for early arrivals as the staff is busy with preparations.*

Links:

Annual Health & Medical Record: [AH&MR](#)
Unlawful Harassment Prevention Training: [CLICK HERE for training](#)
Equipment Needs List: [Equipment Needed for NCS.pdf](#)
[Driving Directions & Map](#)
[Camp Map](#)

