

# CAMPER EARLY RELEASE FORM - OLD NORTH STATE COUNCIL, BSA

In the event that an adult reports to camp and requests the early release of a camper for whatever reason, the following steps **MUST** be followed to ensure the entrusted well-being of the youth in our charge.

1. Verification must be made to assure that the person requesting release is acting as the legal parent or guardian or under the direction of the legal parent or guardian. Verification may be done by the following:
    - a. Approval of the Scoutmaster
    - b. Presentation of proper identification matched with the name listed as the legal parent or guardian on the Scout's medical form.
    - c. Contact via telephone with the legal parent or guardian. The telephone number used may be supplied by the Scoutmaster or obtained from the medical form.
    - d. Previous arrangements made with the Scoutmaster and Camp Director by the legal parent or guardian.
  2. The photocopy of the adult's identification will be made and attached to this form.
  3. The Scout's unit leader must sign this form.
  4. Once the Early Release Form is complete, the Scout must sign out at the Headquarters Building. If he returns to camp, the Scout must sign in at the Headquarters Building.
  5. If a Scout will leave camp early on multiple days, an Early Release Form is needed for each time the Scout leaves camp early.
- If the Scout's early departure from camp is pre-planned, we recommend the completion of the Early Release Form prior to the unit's arrival at camp. Early Release Forms can be submitted during the unit's 12-Day-Out Meeting or any time after.
  - Scouts may leave camp with an adult who is not their legal parent/guardian only if the Scout's legal parent/guardian provides written permission via Early Release Form.
  - Early release of Scouts from camp should be initiated by the parent/guardian with a unit leader.
  - It is understood that any person who requests the early release of a Scout will abide by the policy and procedure set forth above and completes the early release form prior to the release of the Scout.
  - It is understood that a Scout will never be released to another youth under 18 years of age.
  - The Boy Scouts of America's *Health and Safety Guide* (2013), Security Section informed the development of this policy.

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Scout's Name: \_\_\_\_\_ Unit: \_\_\_\_\_

Reason for early release: \_\_\_\_\_ Date of early release: \_\_\_\_\_

Name of person who will pick Scout up early: \_\_\_\_\_ Relationship to Scout: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Approval of Unit Leader

Unit Leader's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### *For Office Use Only*

Name of camp leader who verified adult's identification: \_\_\_\_\_ Date: \_\_\_\_\_

**Attach a copy of the adult's identification to this form.**