

# RANGE RESERVATION PROCEDURE

## PURPOSE

This procedure sets the requirements for reserving and operating the rifle and shotgun ranges at Camp Sequassen, ensuring safety and proper supervision.

## GENERAL

- Range and target activities are popular and safe when properly supervised, but they require strict attention to safety.
- The Council's goal is to provide Scouts with a safe, fun, and educational program that develops marksmanship and gun-handling skills.
- Range access is a privilege for qualified adult leaders. Anyone failing to follow NRA/Scouting America standards or care for program resources will lose this privilege.

## RESERVATION

- Ranges must be reserved through the Camping Registrar, with a completed Range Reservation Form filed at the Council Resource Center. Current contact information for the Camping Registrar can be found on the Sequassen website.
- Each reservation must list:
  - **Range Instructor:** Current NRA or Scouting America certification (rifle/shotgun), Camp Sequassen orientation completed, certification on file, and present during operation.
  - **Range Safety Officer (RSO):** Current NRA RSO certification on file and present during operation.
- The Instructor and RSO cannot be the same person.
- There must be at least one adult who has taken the Range Activity SAFETY online training, available on MyScouting.
- Ranges are available September–May only; they are closed during summer camp and full-camp reservations.

## FEES

- \$100 per day for either range.
- \$175 per day for both ranges.

**OPERATION**

- Ranges must follow NRA/Scouting America standards, with the Instructor responsible for compliance.
- A certified Instructor and RSO must always be present.
- Ratios: 1:1 for shotgun, 1:8 for .22 rifle.
- Operating hours: Saturdays 9:00 AM–12:00 PM and 1:00 PM–4:00 PM.
- The Instructor must:
  - Maintain communication with the Ranger or Campmaster via cell phone or radio.
  - Raise the red range flag when in use.
  - Ensure a unit-supplied first aid kit is present.
- Firearms are issued through the armory by the Ranger or Campmaster. Only council firearms may be used.
- Scouts may shoot only .22 caliber rifles and 12-gauge shotguns.
- Firearms must be cleaned and returned; a \$25 fee applies for unclean guns.
- Guns may not be left unattended.
- The Instructor must complete the daily log, tag malfunctioning firearms, and check the bulletin board for updates.
- Protective equipment must be stored neatly; eye and ear protection must be sealed in totes.
- The trap machine must be left empty, released, and powered off.
- Only approved targets may be used: White Flyer biodegradable clays for shotguns and paper targets for rifles.

**AMMUNITION & ACCESSORIES**

- Units must provide their own ammunition and targets.
- Shotgun: 12-gauge target loads (#7½, #8, or #9).
- Rifle: .22 caliber long or long rifle (long recommended).
- Clays: White Flyer biodegradable only

# RANGE RESERVATION FORM

Reservation Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

*This reservation does not reserve a campsite or other facility. Short-term camping reservations must be made separately.*

Unit: \_\_\_\_\_ District: \_\_\_\_\_ No. of Participants: \_\_\_\_\_

Point of Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PERSONNEL

Certified Range Instructor in Charge: \_\_\_\_\_

*NRA Instructor/Scouting America National Camp School Certification must be on file with the Camping Registrar for this reservation to be valid. Must have completed Camp Sequassen Range Instructor Orientation.*

Certified Range Safety Officer: \_\_\_\_\_

*NRA RSO Certification must be on file with the Camping Registrar for this reservation to be made. Must not be the same person as Range Instructor in charge.*

Additional Certified Instructor(s): \_\_\_\_\_

*Required when both ranges are reserved/operated simultaneously. NRA Instructor/Scouting America National Camp School Certification(s) must be on file with the Camping Registrar.*

## FEES

- ☐ 22 Caliber Rifle Range (\$100)
- ☐ Shotgun (Trap) Range (\$100)
- ☐ Both Ranges (\$175)

Total: \_\_\_\_\_

## AMMUNITION/ACCESSORIES

Units must provide their own resources to include .22 caliber ammunition and paper targets and/or 12-gauge shotgun shells and White Flyer biodegradable clay targets.