

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)

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.

Total: _____