

The Guide to Safe Ceremonies



Guild of Induction Experience Developers

INTRODUCTION

It is the hope of the Guild of Induction Experience Developers (GIED) that this booklet will be useful to our fellow arrowmen as they plan and execute ceremonies and events. We encourage communication with us through our email found on the back of this booklet. Your ideas are just as valuable, if not more valuable, than ours. We would love to hear them so that they may possibly be added to later printings. The combination of our collective knowledge could only create a guide that would make our loved ceremonies and events the best they possibly can be.

Please note that this booklet is for educational purposes only and is never to be reproduced for sale. This labor of love is for the betterment of our order and the improvement of our events/ceremonies.

DEDICATION

We would like to dedicate this booklet to all those arrowmen that have paved the way before us. We have attempted to honor their work as we endeavor to build upon it. Most notably we would like to thank our brothers that served as the Ceremonial Advisory Group. It is on their shoulders that we stand to try and elevate our Order to greater heights.

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GENERAL SAFETY

Please note, the Guide to Safe Scouting and its forms should always be used in planning events and ceremonies. There are some items that we feel need particular attention.

Allergies

Arrowmen with allergies can present unique challenges to plans for and hosting of events/ceremonies. It is very beneficial to the cook crew, camp health officer, leadership, and the elangomats that they are made aware of all allergies. We are well aware of the obvious allergies such as food allergies. Cook crews should be keenly aware of this as they plan event menus but we feel that it never hurts to state this again. **BE AWARE** of food allergies! The next most obvious allergies are those such as poisonous plants and stinging/biting insects. One example of why it is important to review all allergies is because an allergy that may seem to not be that important could prove to be very serious or possibly fatal. An example would be of an arrowman showing up to a ceremony and being around the fire. All of a sudden the arrowman begins to have difficulty breathing, begins to turn blood red, and is itching badly. Your mind may automatically go to something such as an insect sting but this is not the case. The arrowman has an allergic reaction to cedar wood. Unknowingly the ceremonial team has placed cedar on the fire. Being unaware,

and breathing in the smoke from this burning wood the arrowman is now having an anaphylactic reaction which requires immediate medical care. In this instance if the leadership of the event/ceremony were made aware of this allergy they could have taken precautions to not have any wood in the fire that could cause a reaction. This would have saved the arrowman from having to endure this and would have lead to all involved having a good experience at the event. At an induction weekend it may be beneficial to compile an allergy list or packet of medical forms for each clan and then have the elangomat keep this in their possession after being briefed on it by the camp health officer. The same could be done for lodge events sorted by each chapter or section events sorted by each lodge. The goal being to have the information readily available to the camp health officer and any Emergency Medical crew that may need it.

Medical Conditions

In this day and time of advanced medical treatments and care, we have scouts and scouters participating that may have medical conditions which, in the past, may have excluded their being a part of events/ceremonies. This is a great thing as we want all who can, to participate and be a part of our Order to their fullest. We do need to be fully aware and prepared for these medical conditions. Some of the obvious ones are cardiac issues.

A fully functional Automated External Defibrillator (AED) is of great importance. Many of the activities we do as an Order can be physically taxing and as such we must be ready by knowing of these conditions, any medications needed, and what to do in the case of a cardiac emergency.

Arrowmen with a diabetic conditions are generally well aware of how to take care of themselves and as such should be listened to when they state they have a need for food, water, or medication. The Camp Health Officer should be fully aware of all arrowmen at an event/ceremony that have a diabetic condition and diabetic treatment equipment such as an insulin pump. Elangomats and staff should be briefed to get the arrowman to the camp health officer or vice versa safely and as quickly as possible if needed.

It should be noted that some arrowmen take medications that may have adverse reactions to the sun and heat. Being aware of this can ensure that they are looked after and in turn will achieve our goal of having each member having positive experiences at our events and ceremonies.

Ultimately we should be fully aware of anything medically that could adversely affect our arrowmen and their health. While medical emergencies and accidents will happen, if we are vigilant, we can reduce these drastically and do our best to serve each other fully.

Thoughts for Elangomats and Staff

Elangomats and staff have a vital roll in looking after their fellow arrowmen in that they are close by their side as they proceed through their induction. As such they must be highly aware of how the participant is doing physically during the induction.

Lack of hydration, especially in the summer months is one of the surest ways to negatively impact the ceremony or event for a participant, member, or staff. It is advised that **ALL** arrowmen be required to have at minimum a one quart reusable water bottle. This could be made part of the check in process for the event and a lodge branded water bottle would make a great gift (at check in) to those people going through their induction. It may also be advisable to have a cache of unbranded water bottles (of a specific color) on hand with the cook crew that could be issued out at check in to any member or staff that forgot theirs. These could be turned back in, to be cleaned and sterilized for reuse. Elangomats and staff should lead by example. Taking frequent hydration breaks is a must. Elangomats should be hydrating themselves as well as making sure their clan members are hydrated. **Be proactive and be aware of water consumption by all!** Briefing by the camp health officer to all, on the rate of water consumption vs heat and work, would be advisable at the start.

It is vital to have rest areas that not only have mandatory water refill stations but also an area to get out of the elements or at least some relief from the elements. This could be as simple as a pop up shelter to provide shade on a sunny and hot day. Maybe even a warm fire in a campsite or shelter's fireplace in the bitter cold of winter. Some may view this as being soft on candidates in the aspect of participating in an induction weekend but please remember they were chosen by their peers to participate and we are to guide them in learning more about themselves, not to test them as to how tough they are.

Let us always remember that the goal of our Order should be to help each person grow and to become a better person through positive interaction with others and through inner reflection into who they are and who they want to become.

Accidents happened and for minor medical issues it may be advisable for Elangomats and staff to carry a small first aid kit. In the case of medical emergencies it is vital that they know the location of the health lodge, the camp health officer, and or how to contact the camp health officer. **It is vital that all people understand that in the event of a medical issue or medical emergency the induction is suspended and talking is allowed.**

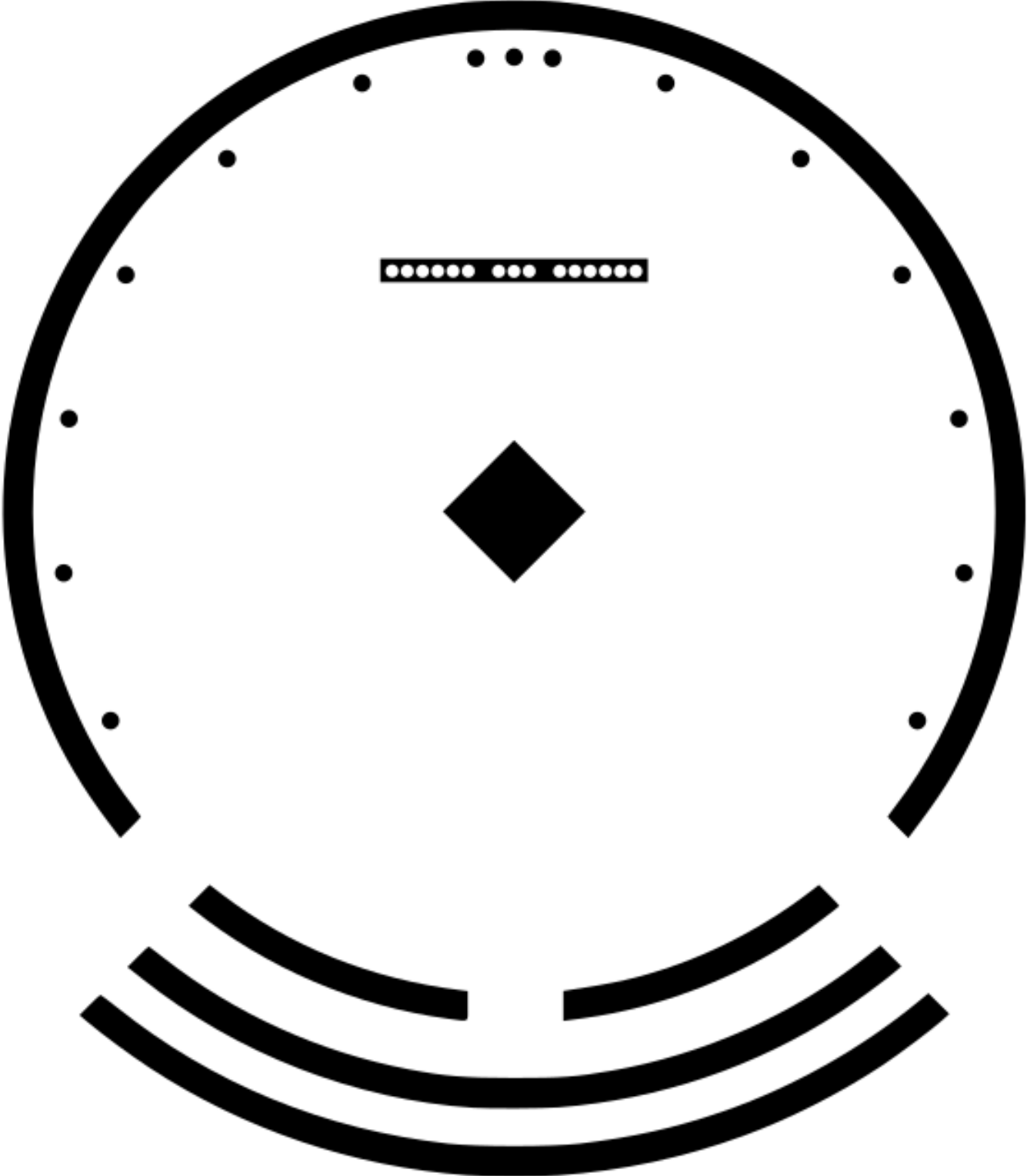


Ceremonial Rings and Grounds

Ceremonial rings and grounds can go a long way to creating a lasting impression and a positive experience. It can also lead to a fondness or devotion for the camp or property. As such, it is imperative to care for these areas properly. Maintenance and improvement should be considered mandatory for a ceremonial teams, lodge service corps, and lodge officers. As the leaders and the face of the lodge, these groups should pride themselves on how they keep their ceremonial area.

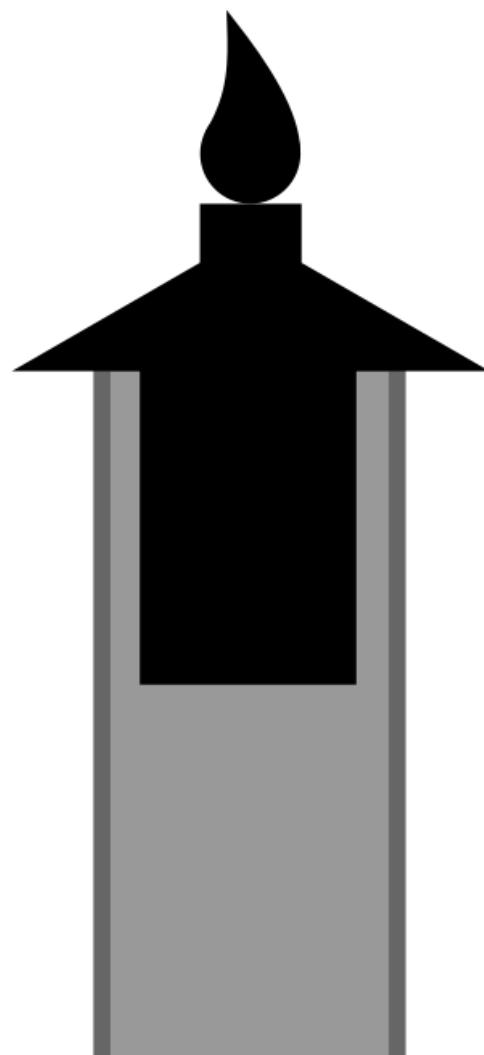
While it may be easy and expedient to just set up a ceremony ring in a camp roadway, established campsite, or program area it does nothing to lend to the importance of the ceremony they are being guided through. As such, it is suggested to have a ceremony ring area that is just for this purpose. This area could be equipped with a stone fire altar to raise the level of the fire for lighting but a fire altar shows permanence and **permanence shows importance** thus conveying the gravity of the ceremony. By following the guidance on ceremonies as to how many can go through at one time it can be established how large and how many ceremonial rings may be needed at any given camp or property. Having established rings can limit damage to the land by ensuring that they have durable surfaces, permanent seating,

established trails, permanent investiture stand, and ambient lighting for trail/ring. Below is just one example of how a ring may be laid out.



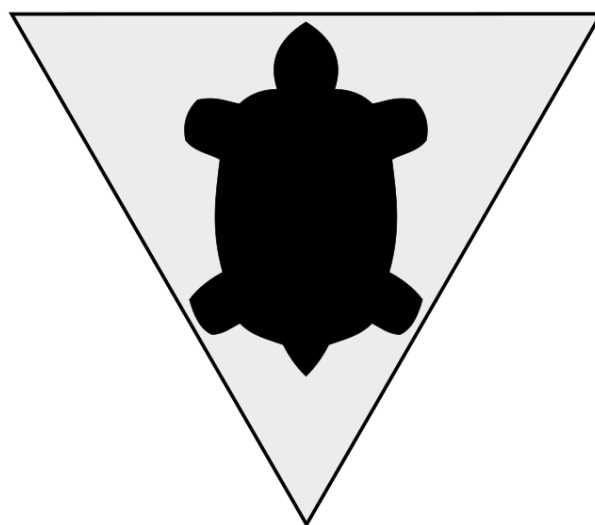
In this illustration you will see a permanent fire altar in the center with a permanent investiture stand behind. You can build a permanent stone wall around the ring with defined entrances. This will aid in holding any material laid in the floor of the ring from washing away in heavy rain. Having the interior floor of the ring covered in a durable surface will go a long way in having the ring last over time as well as help with erosion. Some examples would be gravel, crusher run, and stone pavers. It is advisable to steer clear of organic material as this has to be replaced regularly, can harbor insects/mold, and can be a fire hazard if the fire were to topple from the altar.

Around the edge of the ring you will see fifteen dots that represent torches. While tiki style torches will work, a better solution would be to set wooden poles that stand four feet tall in these positions. The top of the pole can be bored out to accept a tiki torch insert. This will lend itself to a better ambiance in the natural environment, effective on trails too. When done the inserts can be removed and an empty soup can be inverted over the pole to protect the socket from weather and damage.



At the bottom of the illustration you can see seating for guests and members of the lodge. This is the best position for said seating. There are a couple of reasons for this. As the participants in the ceremony will be facing the altar, this will put the audience behind them. This will allow the participants to know that the lodge is there supporting them in their ceremony experience but will allow them to be out of eye shot so not to be a distraction to the participants. This will also allow members and family to approach from behind when it is time to place the sash on the participant.

We should strive in every way to minimize any distractions for the participants. Things to consider are to minimize movement for taking pictures, minimize movement of ceremonial assistants, place the ring in an area away from outside noise, and away from any passing traffic/foot traffic. The more that the candidate can focus on the ceremony, the more effective the impact of the ceremony can be.



Fire and Tool Safety

One of the main element of our events and ceremonies is fire. That said, we must be ever mindful of how we handle fire and the tools that we use to work with it. In years past many practices were used from wrapped stick torches to toilet paper in tin can smudge pots. It has been found that many people were injured using these and it is strongly advised not to use them anymore. Above we outlined one way to use tiki torch inserts for ambient lighting. For hand held torches, a tiki torch may be dressed up or disguised as so to fit better with the environment and theme of the ceremony.

While we hope we never need to use it, fire suppression tools, supplies, and equipment are needed at each ceremonial site. The main way to combat fire of course is water. Many places where we have ceremonies there may not be a ready supply of water. This said let's look at a few options for water based and waterless fire suppression.

If a (kinetic) pressurized water supply is available, then it is good to have one or two dry barrel yard hydrants installed in an area where they will be affective yet not detract from the ambiance of the ceremonial ring. We have illustrated what these hydrants looks like. If you live in an area where freezing temperatures are not an issue, a standard spigot is good as well.

Be mindful that if you do use this style yard hydrant it is advisable to make sure it flows properly, with enough volume before you begin ceremonies. One way to insure this it to have twenty or so single gallon buckets and fill them before the ceremonies. This will flush the line as well as giving twenty gallons of ready suppression that can be stored in



the area of the audience for rapid deployment if needed. Having this many buckets will also allow a bucket brigade to be formed if needed, which we will talk more about later. Once the buckets are filled you may also use a couple fifty foot sections of hose and forestry type nozzles to have prepared and charged lines at the ready. We have illustrated what a good heavy duty line and nozzle may look like. These are both readily available at most big box hardware suppliers.



In some areas a kinetic water supply may not be available. If this is the case then a static water source may be established using two fifty-five gallon drums. The example here has a spigot at the base with a top that will completely come off with a locking ring around the rim. There are some advantages to this type of barrel. It can be filled and left full outside as long as the temperatures are above freezing. A little bleach poured into the barrel will ensure that sludge and mold growth will be kept in check. Always be sure to keep the lid on except for during ceremonies. Then the top can be removed to be ready in case a bucket brigade must be formed. The spigot can allow for draining before winter.



This type of water setup could be elevated so that hoses could be used in a gravity feed setup but this is a less than ideal way. The pressure will be greatly reduced and any kink in the hose will stop the flow of water. It is suggested that if you use static barrels that you plan to use buckets to and a mean to convey the water where needed. These buckets are inexpensive and easy to obtain. So if one some how gets broken there is less cost to replace than say a metal bucket.



There are ways to do fire suppression that do not use water. Below we will discuss the type of tools needed to do this.

Many may be familiar with fire rakes, fire flaps, and Pulaski axes. These are the standard fare of wildfire suppression tools. There are other tools for this type of work but we are going to focus on these three as they are usually the most readily available at scout properties or easily obtained.

The Pulaski axe is the most iconic wildfire fighting tool known. It has the advantage of having an axe and hoe blade on the same tool. This works well for cutting underbrush and roots that may be burning. They are made for digging in the dirt so do

be afraid to use it in this manner. It is suggested to have one or two of these at a ceremony site.

Next we have the fire rake. This heavy toothed tool is made for cutting thick grass and leaf litter. Scraping back burning material is no problem for this tool. This tool is idea for scraping back leaf litter and decaying plant material that will smolder for long periods of time. The fire rake is easier to wield than say a Pulaski axe therefor younger scouts could find it easier to use. In either case these are cutting tools and safety needs to be discussed. Spacing each other out so that no one gets hurt is best and making sure that they know the use of the tools is a must for safety. Two to four are suggested at each site.





Fire flaps are the safest of the three tools. They have a name that can be deceiving though. Contrary to their name, you do not flap the ground with them. This would only fan the flames. In reality you place the flap atop the burning fire line and drag it while patting the rubber mat lightly as you go. This in turn smothers the fire and burning material. This is really only suited for small burning material such as grass and leaves. Even then it must be followed up with another tool or good old water to finish suppression to ensure the fire is really out. It is suggested to have at least two at each ceremony site.

All of this equipment has need of a home so that it can be out of the weather.

The simplest solution would be to invest in a small storage shed like the one shown here. This can be located behind where the audience is seated as not to detract from the experience of the candidates. It is best to properly store everything inside hung up in place and properly squared away. This organization of the tools will allow everything to be found easily and will mean each item will have a place to go back to when the ceremonies are finished. Proper storage will prevent waste of money in tools and equipment ravaged by the weather and elements if they were left outside.

The saying that “an ounce of prevention is worth a pound of cure” is very appropriate here,

If tools and facilities are taken care of, then it will take very little expense of time and funds to keep them going but neglect will result in considerable output of time and money.



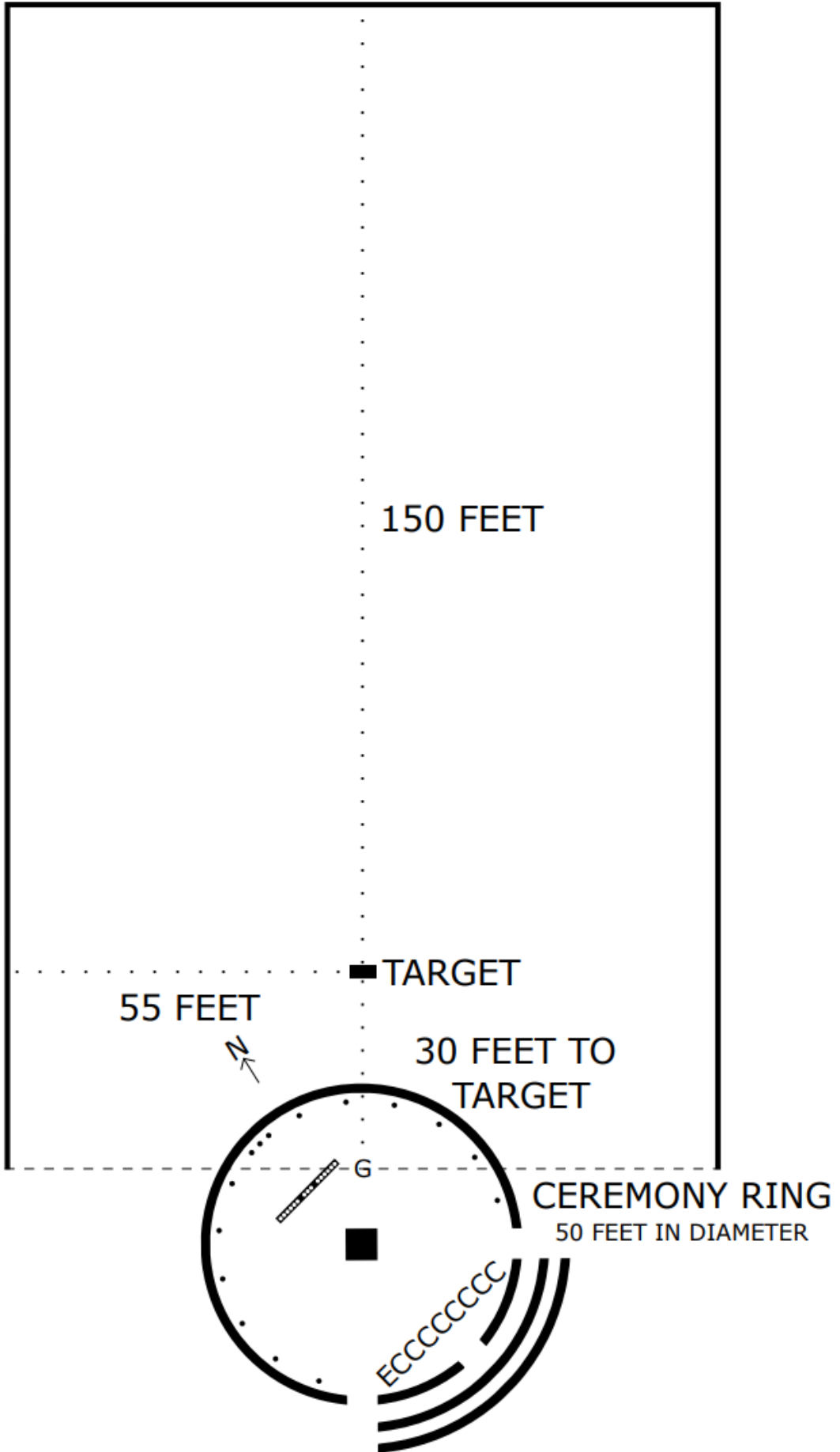
Archery and Range safety

One of our greatest failings in our Order, as it pertains to safety, may very well be in how we use archery elements in our ceremonial work. A bow and arrow combine to be an effective weapon, and it must be treated as such. We casually loose an arrow into the air as part of a ceremony. THIS IS DANGEROUS. Several tents in near by campsites have been punctured over the years and fellow arrowmen have almost been hit because of this careless behavior, which we accept as normal. **This must really change before someone gets seriously injured or mortally wounded.**

First we will look at how the use of an archery target and a safety range can greatly reduce the risk of an accident. We know that our ceremony talks of the ever climbing arrow, this may need to change in the end. Should we be talking of how the arrow swiftly flies towards its target? This is the nature of archery. An arrow is used to hit a target and we, as an Order, could use this as a way to emphasize intentional goal setting by our fellow arrowmen.

Below you will see a suggestion of how a range could be set up in conjunction with the ceremonial ring.

BOUNDARY ROPE



You will see illustrated a safety range that should provide sufficient clearances that will help keep someone from getting injured. The boundary rope is just that a rope that will be stretched out to show the boundary of the range area. This can be natural rope, synthetic rope, steel cable, metal chain, or plastic chain. There are two thoughts as to the look of the material. You could use something that blends into the surroundings or something that greatly contrasts. We do want to do our best to keep the ambiance of the ceremonial ring but at the same time be sure that we are providing for the safety of our members. Conjunction with the rope it is a good idea to use signs stating what the rope is for. Below is just one example that may work for you. It is advisable to have these signs posted along the boundary rope every 6 to 8 feet. This will ensure that a sign will never be out of sight. If this range is to be left up permanently then it is advisable to be sure it is made of durable materials that will hold up to the weather. It also needs to be inspected before each use.

**ARCHERY RANGE
SAFETY AREA
KEEP OUT!!!!!!!**

Finally let us speak of equipment and shooting safety. Using a proper archery target to receive the arrow once loosed is very important. This could be made more appealing by using a cover over the target with an image themed as to our Order. This could be images of crossed arrows, the logo of our Order, or some natural theme. That stated, it should mean no animal or human theme. Also having some lighting at the target similar to that at the ceremony ring would be advised.

Traditional wooden arrows are wonderful to use in ceremony work but by their nature of being made of natural materials they need to be inspected before each use. Arrows can and will splinter off the bow riser causing injury to the archer. Shooting gloves and arm bracers are recommended to help mitigate this danger. They can also be found in a style that will match the ceremonial theme.

The bow also needs inspection before each use. Bows do break or splinter. Making sure the bow is in good repair is to be done before each use as well. Frayed bowstrings must be replaced and cracked/warped bows should not be used.

In short we should be storing our equipment properly and be caring for it as though a life depends on it being in good repair. You may ask why... BECAUSE IT DOES. We never want to hear that one of our members have been hurt or mortally wounded because of something that could have been prevented.

Summary

In closing we want to note that it is our endeavor to provide this Guide to Safe Ceremonies to our fellow arrowmen free of charge. It is intended to cause discussion on matters of safety. If we can work towards safer ceremonies we are also creating a better experience for those that we serve.

We believe that an arrowman that has a beautiful and meaningful experience will be active in our Order. This will in turn better our Order, but most important of all, it will make our individual arrowmen better members of society.

Thank you for taking time to read this publication. We hope that you find it useful in developing how you guide our arrowmen through their induction or any other ceremony. We are the BROTHERHOOD of CHEERFUL SERVICE so let us always remember what that means as we interact with each other.



Further Resources

The Book of Camp-lore and Woodcraft

By Daniel Carter Beard

Council Fires

By Ellsworth Jaegar

The Complete How-to Book of Indiancraft

By W. Ben Hunt

Crafts and Hobbies

By W. Ben Hunt

Make and Do The Woodcraft Way

By J.G. Cone

Campfire and Council Ring Programs

By Allan A. Macfarlan

And the several ceremonial publications available from and by the Order of the Arrow.

The Eleven Ideals of the Elangomat System

1. Patrol Independence

Patrols stay together from the time they are organized before the Pre-Ordeal Ceremony until the candidates join with their new brothers and sisters in the Ordeal Ceremony.

Patrols are not split up or combined. If more than one patrol is at the same place at the same time for any reason, they remain distinct.

2. Elangomat Inseparability

The Elangomat remains with his patrol constantly during the Ordeal.

3. Elangomat Leadership by Example

The Elangomat instructs the candidates what to do by setting the example, doing it themselves first.

He lays out his bedroll in view of his patrol, places his sash on a tree or similar for visibility, and only then places each of the candidates. He begins a work project by seemingly attempting to do it alone, leading the candidates to join in by the force of his example rather than any other sign. Although some Elangomats may have the skills, the role is that of exemplar, not counselor or mentor.

4. Elangomat Compliance

The Elangomat personally complies with all four of the Tests of the Ordeal during the entire time that the tests are asked of the candidates.

The Elangomat is not free to ignore the tests just because he is out of sight or earshot of the candidates. If something needs to be read to the candidates, if possible, someone else should read it, or it should be available in writing for the candidates to read themselves. The Elangomat should have a notepad and pen (or equivalent) with which to communicate with his candidates and others. And for others to communicate with him. Electronic communication, if used, should be limited to text messages

5. Member's Compliance Toward Elangomats

Members do not tempt or encourage Elangomats to break the Tests of the Ordeal.

Induction Principle Four "Members Compliance" applies not only to members' conduct around candidates, but equally to members' conduct around Elangomats. Do not speak to an Elangomat, even out of earshot of candidates. Members should respect it when Elangomats are so dedicated that they insist on communicating only by writing notes or by non-verbal gestures such as a nod.

6. Elangomat Responsibility

Elangomats are in charge of their patrols.

7. Assistant Elangomats

Assistant Elangomats personally comply with all four of the Tests of the Ordeal during the entire time.

They do not have any leadership responsibilities other than compliance with the tests. It is a right of membership to take this role. No training is required or expected. If lodges offer reduced costs for Elangomats, they do not need to extend these to Assistant Elangomats.

8. Emergency Conditions

A candidate or Elangomat is *required* to discontinue any or all Tests of the Ordeal if they believe that there is a risk of injury or other emergency and that such a halt is necessary to avoid the risk.

The Ordeal should be continued as soon as the emergency is handled.

9. Elangomat Role After the Ordeal

The Elangomat's role after the Ordeal is that of exemplar.

They are encouraged to inform the members of their patrol that they will be attending OA events and encourage them to attend. An Elangomat may volunteer to serve in counselor or mentor roles. But being an Elangomat does not include such duties.

10. The Elangomat Experience

The Elangomat's experience is recognized to be very different, personal, and more advanced than going through the Ordeal as a candidate.

The experience of serving as an Elangomat provides the candidates with a vision of the principles of the Order. It applies to the Ordeal the initial and most fundamental purpose of the Order, setting an example of its principles. It benefits the Elangomats personally by giving them the joy of leading others to a way of real happiness and success in life; by renewing their own commitment to the Order's principles; and by providing them with an opportunity for spiritual growth. Elangomats are to be recognized for the unique and critical service they provide.

11. Induction Leader Training Includes Experience as an Elangomat

Each induction leader, including the four ceremonial Principals in the ceremonies, trainers, Brotherhood counselors, Ordeal Masters, induction or weekend chairs, and all other youth and adult induction leaders, are not considered trained if they have not served as an Elangomat. Elangomats experience the individual character of the induction which is a critical perspective for all induction leaders. Also, to ask someone to serve as an Elangomat when you have not done so is hypocrisy.

The purpose of this booklet is to provide ideas that arrowmen may use to make ceremonial and event experiences memorable, lasting, and above all safe. This document is not a replacement to The Guide to Safe Scouting. This publication is not produced by the Order of the Arrow National Committee or any of its affiliate bodies.

This document is compiled by those in the scouting community that believe in the free exchange of ideas and in making the those crucial ceremonial and event experiences of our members the best that we possibly can make them.

We believe in what the poet Maya Angelou stated so eloquently.

“I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

Developed by the GIED
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