

Waterfront Regulations and Instructions for User Groups

As of May 2016 – GSNI-M may change at anytime

Groups must follow all “GSNI-M Camp Property Guidelines & Policies”, including camper to adult ratios. Below ratios may be more restrictive for the specialized activity. Groups MUST return a copy of current certifications listed below with their confirmation and deposit to GSNI-M. Groups are to bring cell phones to camp waterfront as we do not have phones there. At Camp Soni Springs you may need to go near the front gate to get reception or radio Site Manager to use camp phone in office.

SUPERVISION REGULATIONS

There must always be a minimum of 2 adults over 18 years old present. Aquatic supervisor, certified adult in charge of area, must review and agree to these procedures and also commit to an orientation to the waterfront area at the camp by the Site Manager prior to occurrence of any waterfront activities. Please contact the Site Manager to schedule prior to your visit.

For Swimming

- The 1st Lifeguard is the “aquatic supervisor”: must meet lifeguard requirements below and be at least 18 years old and have overall responsibility for all other guards and watchers. Aquatic supervisor will be responsible to ensure that everyone present follows all GSNI-M guidelines, policies and waterfront regulations.
 - The 1st Lifeguard and watchers must be at least 18 years of age. When a 2nd lifeguard is needed, that person may be 16 years old or older with appropriate certification.
 - All Lifeguards:
 - Have current Lifeguard certification, preferred waterfront module or documented equivalent skills for guarding at lake if pool certification is held, from a nationally recognized provider (such as Red Cross). Equivalent/approved certifications can be found at: <http://www.acacamps.org/accreditation/aquaticcert>.
 - Have current first aid (including blood borne pathogens) and CPR for the professional rescuer. Equivalent/approved certifications can be found at: <http://www.acacamps.org/accreditation/firstaidcpr>.
 - All Lifeguards are always located in a position where they can continuously observe all swimmers from the dock or shore, out of the water, and are readily available to assist participants.
 - At both camps the swimming area is marked off in smaller “swimming areas” where girls can swim according to their swimming skills, ex: shallow, medium/deep, and out to floating dock. One lifeguard may only guard 1-2 “swimming areas” at most. One lifeguard cannot guard the whole area regardless of the number of girls. Girls must all swim in one to two areas if only one guard is present.
 - All Lifeguards will be appropriately dressed for making a swimming rescue.
 - All Lifeguards will have (at minimum) a rescue tube with them at all times.
 - Ensure the presence of watchers. A watcher is a person trained in the use of basic water-rescue equipment and waterfront procedures who works under the direction of the lifeguard. American Red Cross Basic Water Rescue/small craft safety certification or equivalent is appropriate. The lifeguard may train watchers in these duties prior to swim session at camp.
 - The aquatic supervisor should also orient the watchers to their duties including:
 - How to assist lifeguards with observation and swimmer control, to check for hazards, be prepared with appropriate dress and supplies.

- Awareness of waterfront rules and enforcement strategies.
- Personal safety including self-rescue strategies and demonstrate elementary forms of non-swimming rescue.
- What to watch for including, but not limited to cramps, seizures, exhaustion, and horseplay.
- Related items specific to the specific waterfront.

All aquatic staff (lifeguards and watchers) shall not engage in any activity that will distract them from their duties. Lifeguards and watchers are stationed at separate posts and stay out of the water, except in emergencies.

	Number of Participants	Number of Lifeguards	Number of Watchers
Swimming	1-10	1	1
	11-25	1	2
	26-35	2	3
	36-50	2	4

For watercraft activities:

The “aquatic supervisor” must meet requirements below, be at least 18 years old and have overall responsibility for all other facilitators and helpers, certified or not. Aquatic supervisor will be responsible to ensure that everyone present follows all GSNI-M guidelines, policies and waterfront regulations.

- All watercraft activities must have at least two adults present who must be attentive to their responsibilities at all times and have immediate access to a watercraft (i.e., canoe/kayak, etc) with which to provide emergency assistance. It is recommended that the instructors and helpers be in a boat and near the participants.
- For canoeing:
 - An adult with one the following certification options is needed for every 12 participants. They will be the “aquatic supervisor” as referenced above. Plus at least one adult watcher/helper is required:
 - **American Canoe Association (ACanoeA)** – Canoe Touring Level 1 or higher instructor appropriate to the activity.
 - **American Red Cross** –
 - **Current** Small Craft Canoeing Certification (must be in person – not on line certificate of completion) **or** Lifeguard Training with Waterfront Module
 - **AND for Girl Scout Groups:** ACanoeA “Skills Assessment” class higher than what is being taught to the girls. “Skills Assessment” documentation may be from ACanoeA or GSNI-M AcanoeA instructor. Not necessary if girls have had this training and they are just practicing those skills.
- For sit on top kayaking:
 - An adult with one the following certification options is needed for every 12 participants. They will be the “aquatic supervisor” as referenced above. Plus at least one adult watcher/helper is required:
 - **American Canoe Association** – Sit A top Kayaking Level 1 or higher instructor appropriate to the activity
 - **American Red Cross** –
 - **Current** Small Craft Kayak Certification (must be in person – not on line certificate of completion) **or** Lifeguard Training with Waterfront Module
 - **AND for Girl Scout Groups:** ACanoeA “Skills Assessment” class higher than what is being taught to the girls. “Skills Assessment” documentation may be from ACanoeA or

GSNI-M AcanoeA instructor. Not necessary if girls have had this training and they are just practicing those skills.

- For row boating:
 - An adult with one the following certification options is needed for every 12 participants. They will be the “aquatic supervisor” as referenced above. Plus at least one adult watcher/helper is required:
 - **American Canoe Association** – Canoe or Sit A top Kayaking Level 1 or higher instructor appropriate to the activity
 - **American Red Cross** –
 - **Current** Small Craft Canoe or Kayak Certification (must be in person – not on line certificate of completion) **or** Lifeguard Training with Waterfront Module
- For sailing:
 - An adult with one the following certification options is needed for every activity. They will be the “aquatic supervisor” as referenced above. Plus at least one adult watcher/helper is required:
 - **US Sailing:** Small Boat Sailor Instructor or Sailing Counselor Course
 - **American Sailing Association:** Basic Small Boat Instructor
 - **American Red Cross Small Craft Safety:** Sailing module
- For Pontoon boat rides
 - An adult with current lifeguard certification or small craft safety certification must be on board
 - All participants must wear an appropriately sized lifejacket.
 - Adult to child ratio will be the same as general camp recommendations.
 - For all boating groups must also have at least one person:
 - Have current first aid and CPR. Equivalent/approved certifications can be found at: <http://www.acacamps.org/accreditation/firstaidcpr>.

ELIGIBILITY REGULATIONS

All grades refer to current grade or if in the summer, the grade they will be entering in fall.

- Swimming:
 - All participants may participate in swimming. Swim test will be conducted to determine what depth of water each participant will be allowed in.
- Row boating and pontoon boat rides:
 - All participants may participate in row boating and pontoon boat rides.
- Canoeing/sit on top kayaking:
 - Only participants in 2nd grade and older may participate in canoeing or sit on top kayaking.
 - Younger participants may ride in a canoe with other participants paddling.
- Sailing:
 - Only participants in 4th grade and older may participate.

SAFETY REGULATIONS

Waterfront Rules

1. Lifeguards are in Charge
2. No Running
3. No Diving
4. Do not go under the docks
5. Always swim with your buddy
6. Do not walk on the hill at Logan

Boating Rules

1. Always wear a lifejacket
2. Never stand in the boat
3. Rule of 3
 - a. 2 hands and 1 foot
 - b. 2 feet and 1 hand
4. Always rest paddles on feet, not on the ground

Whistle Signals

- 1 short blast: get participant attention/warning
- 2 short blasts: buddy check
- 3 short blasts: making rescue
- 1 long blast: clear the water/end of session

AQUATIC PROCEDURES AND SAFETY REGULATIONS

- All Activities:
 - Groups must bring a cell phone to camp and also to the waterfront. There is currently not a permanent phone at the waterfront.
 - All participants must be orientated to these rules/safety regulations before participating in any waterfront activities by aquatic supervisor or certified facilitator listed above.
 - Entire waterfront facility and all rescue equipment will be checked by aquatic supervisor before use to ensure it is in good repair. Any activity area or equipment that is found to be in poor condition must be reported to the Site Manager.
 - No waterfront activities are permitted when thunder/lightning is present.
 - All waterfront activities will only take place during daylight hours.
 - No waterskiing, board skiing, or jet skiing is permitted.
 - No more than 50 swimmers will be permitted at a time and no more than 32 boaters will be permitted at one time.
 - These regulations apply to all groups, including all adult groups, groups with children, family groups, as well as seasonal or group staff.
 - To protect participants who use a wheelchair, the following procedures MUST be followed around bodies of water:
 - Before entering the swim area, the participant using a wheel chair must be unfastened from the chair itself
 - Seatbelt must be undone by participant in wheelchair but DOUBLE checked by the lifeguard on duty
 - Remove any loose objects from chair to remove any risk of accidental injury
- Swimming activities:
 - Swimming orientation will include the following: stay with your buddy and participate in buddy checks. No dunking, no chicken fights; don't splash people who don't want to be splashed, no running on docks, no running and jumping, no diving, no jumping on others or the ladder and

no pushing. Swim in the appropriate swim area according to your ability classification and posted waterfront rules.

- Swimmers will be “tested” by lifeguard to ensure swimming ability before being allowed to enter the deeper ends of the swim area. All non-tested swimmers will be considered non-swimmers and must stay in the shallow/beginning section.
- Buddy system will be used to supervise swimmers:
 - o All swimmers must have a buddy
 - o Buddy board or sign in/out sheet will be used and buddies will check in and out of the water area
 - o Buddies must swim together in the appropriate swim area according to the buddy’s lowest ability classification
 - o Buddy checks will be called every 10 minutes
 - o Swimmers must stand still in water they can stand up in comfortably, hold hands and put them in the air
 - o All lifeguards and watchers will count swimmer buddies and will verify the same number is present as is on the buddy board.
 - o If the number is the same, swim will continue as usual.
 - o If number doesn’t match:
 - Everyone will clear the water
 - Lifeguards will
 - o Immediately clear the water of swimmers and watch until all swimmers are safely on shore
 - o Immediately clear the water of swimmers and watch until all swimmers are safely on shore
 - o Begin ‘in water’ search for lost swimmer according to current lifeguard training
 - o If lost swimmer is found, begin emergency procedures listed below as needed.
 - Watchers will
 - o Supervise swimmers out of water and keep them out of water
 - o Check the restroom, boat house and other natural places for lost swimmer who may have forgotten to flip their tag
 - o After immediate areas on the waterfront are checked, move swimmers away from waterfront, maintain minimum supervision of children and other adults and report to waterfront to assist lifeguard
 - o Continue to count buddies
 - o Alert lifeguard if lost swimmer has been found
- Swimming lessons are offered/permitted only if, in addition to stated lifeguard requirement, there is an additional adult certified as a swim instructor with certification from a nationally recognized certifying body (see: <http://www.acacamps.org/accreditation/aquaticcert>).

- Watercraft activities:
 - Boating orientation will include the following: boarding, debarking, trimming and moving in the craft, the use of PFD's and self-rescue in case of capsizing or kayaking. Instructor should also go over posted rules for boating.
 - Watercraft activities may not go on in swimming areas while swimming is happening.
 - Buddy board or sign in/out sheet must be used for boating.
 - Boaters must check in and out
 - Boating instructor and/or aquatic supervisor must be aware of how many boaters he or she is supervising and count at least every 10 minutes to ensure the same number is accounted for.
 - All boaters, adults and children, must wear a Coast Guard approved lifejacket of the appropriate size in good condition. GSNI-M will provide primarily type II lifejackets in a variety of sizes. A few type III jackets are also available.

FEATURES AND HAZARDS:

- **Camp Logan:**

The lake used by Camp Logan is Dewart Lake. This is a public lake, so local speedboats, fishermen and water skiers will all be encountered. If public encroach on docks or beach, please kindly let them know this is private property and ask them to leave. If there is any resistance or issues, call the site manager immediately. The lake water is relatively clear to enable participants to see normal hazards such as shells, rocks, seaweed and the occasional fish. We have a sectioned dock area to allow for effective supervision and segregation of the shallow and deep end based on swimming ability. Swimmers are not to swim outside of the dock or roped off area. It is recommended that participants "shower off" after swimming.

- **Camp Soni Springs:**

Lake Mary is a private lake. We have a sectioned dock area to allow for effective supervision and segregation of the shallow and deep end, based on swimming ability, including a non-swimmer area and intermediate/advanced swimmers. Swimmers are not to swim out of the dock or roped off area. It is recommended that participants "shower off" after swimming.

RESCUE AND EQUIPMENT AND EMERGENCIES

- Standard rescue and safety equipment will include, but is not limited to, rescue tube and whistle for each "on duty" guard, back board with minimum 3 straps and head immobilizers, assist pole, throw bag or ring buoy, and first aid kit.
- GSNI-M will provide rescue tubes, backboard with straps and head immobilizer, assist pole, throw bag or ring buoy, buddy board and tags or sign in/out sheets, and first aid kit. Please alert Site Manager if any supplies are used or equipment is broken.
- Group must provide whistle for each guard.

For an emergency that requires professional Emergency Medical Services:

- Lifeguard must respond to incident according to their training

- Other adults or watchers will clear the area of participants and supervise them
- Other adults or watchers will call 911 for all medical, fire, police emergencies
- At Camp Logan:
 - Specify that they should respond from the Pioneer entrance
 - An adult should meet them at Pioneer
 - Contact the Site Manager, Jeff Kelsheimer, 1-260- 710-1128
- Camp Soni Springs:
 - An adult should meet them at the front entrance on Martin Road.
 - Contact the Site Manager, Don Evans, 1-269-744-4246.
- After incident has been properly handled, an accident/injury report form must be completed.

Resources

Here are some good sources for additional information and things to think about. However, the regulations listed above supersede any found in these resources.

American Camp Association: <http://www.acacamps.org/accreditation>

American Canoe Association: www.americancanoe.org

American Sailing Association: www.american-sailing.com

U.S. Sailing: www.ussailing.org