



Camp Director = a person who is responsible for the overall management of the camp.

Has had at least 2 years of leadership and administration experience in camping or a related field.

Camp leader/councilors = a person who is responsible for a group of campers

Is at least 16 years old and at least 2 years older than the oldest camper that he/she is supervising.

1. Written safety rules, emergency procedures and a safety plan or other emergencies that have the potential to affect camper safety must be in place for all programs and staff are trained in those procedure.
2. The camp leadership must have a pre-camp on-site training program safety rules, emergency procedures and the safety plan, as they relate to each activity prior to participation as they relate to each activity prior to the start of the camping season.
3. Are all camp participants must be made aware of the safety rules, emergency procedures and the safety plan procedures as they relate to each activity prior to participation.

ADMITTANCE REQUIREMENTS FOR DAY CAMPS AND GROUPS

- Children who cannot pass the facility swim test must remain in the shallow end of the pool and remain directly supervised by their group caregivers, camp leaders/councilors
- Group caregivers, camp leaders/councilors must be reminded that they are entirely responsible for their group while in the facility. They must effectively supervise the group at all times
- The wristband policy must be implemented and followed.
- Children who are 6yrs of age or under and children who have not passed the facility swim test must be supervised in a ratio of 4:1 without lifejackets or 8:1 with lifejackets
- In addition, children 7 years or older, who can pass a facility swim test, must be accompanied and supervised in a ratio of 8:1 ratio

BC & Yukon Branch

#112 - 3989 Henning Dr Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

- Caregivers, leaders/councilors not in the water must remain on deck and be visible to the group and aquatic staff to assist with supervision.
- Groups/Camps must plan with the facility staff in advance of their arrival
- All groups/camps must sign-in with facility staff prior to entry **each visit**. The numbers of male and female, participants and caregivers, leaders/councilors must be clearly indicated.
- All camp/group staff must wear identifiable uniform or clothing.
- Male and female caregivers, leaders/councilors must be available for appropriate supervision in respective change rooms
- All camps/groups must enforce a buddy system for all participants

SWIM ASSESSMENTS^a

- Swim assessments are an important aspect of water safety. Non-swimmer restricted to water less than chest deep unless directly supervised during a learn to swim program. Bathers become buoyant in water chest deep and above, which causes them to lose contact with the bottom. Non-swimmers who lose contact with the bottom may not have the ability to prevent themselves from entering deeper water*. Non-swimmers in greater than chest deep water has been identified as a contributing factor in all non-swimmer drownings. Some pools may be too deep for the shortest non-swimmers, in that case lifejackets should be worn at all times.
- All camp councilors participating in water activities must also be swim tested prior to the start of camp to ensure they are safe and assigned an appropriate task during water activities.
- All campers regardless of age **MUST BE** swim tested when participating in activities in open water. Self-assessment is not recommended.

****Natural bodies of water may have depth fluctuations.***

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
 Telephone: 604.299.5450 Fax: 604.299.5795
 E-mail: info@lifesaving.bc.ca
 Web: www.lifesaving.bc.ca

Wrist-bands (*suggested colours*)

Red	5 yrs. Or younger (always accompanied in the water 'within arm's reach') – no assessment required.
Yellow	6 yrs. of age, children who are non-swimmer or do not want to be tested must be accompanied in the water 'within arm's reach')
Orange	7 yrs. of age and over who are comfortable in the water & can swim 15 meters (shallow-end only)
Blue	7 yrs. of age and over who are comfortable in deep water & successful completion of swim test

Notes

- Max ratio for Red and Yellow bands: 4:1 without lifejackets; 8:1 with lifejackets.
- All campers & councilors must wear wristbands at all times.
- Councilors must identify the children in their charge and wear corresponding wristband.
- In-water councilors must not leave their group unless the entire group exists the water.

Procedure

Lifeguards facilitating the swim tests must have rescue aid on their person and be rescue ready.

Facility Swim Test (Orange wristband)

- Beginning in the shallow water, designate 15m mark (swim skill – non-stop swim in any method)

Deep End Swim Test (Blue wristband)

- Beginning in shallow water designate, 25m or 50m mark (swim skill – non-stop swim in any method)

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

All tests in open water must have lifeguard accompaniment in the water and on the dock or beach
(2 staff)

- Anyone (6-12years) who does not want to be tested will wear yellow bands.
- Retesting can take place at any time; max 2 x per swim.

SIGN EXAMPLES:

Pool Admittance Wristband Policy

0-6 years
Must be accompanied by a parent or guardian (18+). Must be within arms reach at all times.

7-12 years
Must be in the watch of their lifeguard. Must be accompanied by a parent or guardian (18+).

13 years and older
Must pass the swim test. Must be accompanied by a parent or guardian (18+).

10 years of age or older?
Unaccompanied. It's always recommended to swim with a buddy!

Pool Admission and Wrist Band Policies

6 years and under
Children 6 years of age and younger must be accompanied by a parent or guardian (18+) who must remain within arms reach at all times.

7-9 years
Children 7-9 years of age must be accompanied by a parent or guardian (18+) who must remain within arms reach at all times.

10 years
Children 10 years of age and older must pass the swim test. Children 10-12 years of age must be accompanied by a parent or guardian (18+) who must remain within arms reach at all times.

Wristband Policy
Unsure? Be Sure!

Red Wrist Band
5 years of age and younger. Must be accompanied by a guardian (18+). Must be within arms reach at all times.
1 Guardian: 2 Children (no exceptions)

Yellow Wrist Band
Ages 6-9. Must swim with a guardian (18+). 1 guardian: 6 children (all in PFD's). 1 guardian: 2 children (no PFD's)

Green Wrist Band
Ages 6-9. Passes swim test. May swim alone.

10 years of age or older?
Unaccompanied. It's always recommended to swim with a buddy!

City of Cambridge Swim Admission Process

UNSURE? BE SURE!

RED Bands
All children under the age of 6 MUST swim in the shallow end with Parent/Guardian (18+ yrs). Children must remain within direct supervision and within arms reach. Maximum of 2 children per each Parent/Guardian (1:2).

YELLOW Bands
Children 6-10 yrs MUST swim in the shallow end with Parent/Guardian (18+ yrs). Children must remain within direct supervision and within arms reach. Maximum of 4 children per each Parent/Guardian (1:4).

GREEN Bands
Children 6-10 yrs who pass the swim admission test (10+) MAY swim unaccompanied. Children with green bands may be asked to retest the test again if aquatic staff are concerned that they cannot demonstrate the ability to maintain the Swim Admission Standard.

Buddy/Board Systems

Buddy system

The “buddy system” provides each camper with a partner to summon help in case of an emergency. Provides each camper with a personal “lifeguard”. “threesomes” dilute the concept of the “buddy system”.

Procedure

- Assign each camper to a buddy
 - Pair campers with the same swimming ability
 - If a non-swimmer is paired with a swimmer, both must remain in the non-swimmer area. One threesome is allowed per group as it reduces safety.

- Buddies must be instructed to:
 - Notify lifeguards/counselors when their partner is in distress or missing
 - Stay in close proximity to their buddy
 - Stop all movement during buddy checks and hold their buddies hand wherever possible.
 - Both respond when their number is called

Buddy Boards

System does not need to account for the entire camp when groups enter separately enter swimming pool area.

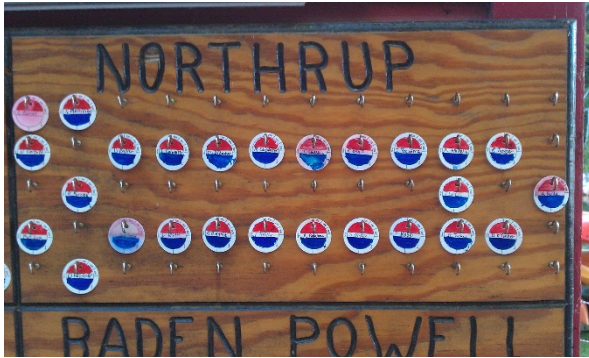
Types of accountability devices used

- Clipboard (use for small groups)
- Pocket charts

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

- Tag boards



Buddy Checks

- Buddy checks of bathers should be conducted at least every 15 minutes.
 - Checks must be referenced against the accounting system.
 - Buddy checks, on average, should take no more than 60 seconds.
-
- Staff should count the number of buddy pairs in each section and verify the count with the staff maintaining the board/accounting system.
 - If the count does not match, count pairs again if the count still does not match immediately initiate the lost swimmer plan.
 - All campers should stop activity and hold the hand of their buddy or be in close proximity.
 - Buddy checks that take longer than 60 to conduct may be an indication that the camp is not routinely implementing or not understanding the mechanics of the system.
 - Buddy checks do not require camper exit the water; exiting the water may add to the time to implement.

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

Supervision at Swimming Pools

1. All children's (aged 18 and under) swimming activities must be supervised by:
 - A current National Lifeguard (NL) certified guards who are at least 16 years old.

2. All adult (19 and over) swimming activities must be supervised by;
 - A lifeguard who holds a current NL certification.

3. When more than one lifeguard is on duty, one must be identified as "in charge"?

4. All lifeguards must be trained in operational and emergency procedures?

5. The camp must meet all the following lifeguard/swimmer ratios:
 - The maximum swimmer/lifeguard ratio is 40:1.
 - At least two lifeguards are on duty if there are more than 30 swimmers;
 - All swimmers are supervised by a lifeguard while swimming;

6. Lifeguards must be free of all other duties while lifeguarding.

7. There must be at least one 'back up' for the lifeguard on duty at all times and free from other duties that prohibit immediate response to an emergency.

8. All campers must have evaluated as to their swimming ability before participating in activities.
 - Campers must have some visible means of identification when they are non-swimmers

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

Supervision on Waterfronts

Waterfront Director = a person who is responsible for the overall management of the waterfront swimming operations.

- Must be 19 years of age and cannot supervise other aspects of the waterfront while lifeguarding.
 - Have the required certification for a lifeguard is a current National Lifeguard (NL) award (waterfront option preferred)
1. All children (aged 18 and under) swimming activities must be supervised by:
 - A current NL certified guard (waterfront option preferred) who is at least 18 years old
 2. All adults (19 and over) swimming activities must be supervised by a lifeguard who holds current NL certification (waterfront option preferred).
 3. When there is more than one lifeguard on duty, one must be identified as “in charge”.
 4. All lifeguards must be trained in operational and emergency procedures.
 5. A waterfront safety inspection must be carried out daily by the camp operator, camp director, or waterfront/swimming director and recorded in writing in a daily log before the start of each day while the camp is in operations.^b
 6. The camp must meet all the following lifeguard/swimmer ratios^c:
 - All children are supervised by a lifeguard while swimming;
 - At least two lifeguards are on duty if there are more than 30 swimmers;
 - And the maximum swimmer/lifeguard ratio is 40:1.^d
 7. The lifeguard must be free of all other duties while lifeguarding.

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

8. There must be at least one 'back up' for the lifeguard on the waterfront at all times who is a and who is free from other duties that prohibit immediate response in an emergency.
9. All campers must be evaluated as to their swimming ability before participating in swimming or boating activities.
 - There must be a visible means of identifying non-swimmers.
10. Swimming alone or from dusk to dawn must be forbidden.
11. There must be a system to monitor entry and exit of staff and campers into all waterfront area.

Training^e

Consider training for all leaders in the Lifesaving Society Safeguard Program

1. The camp leadership must have a pre-camp on-site training program safety rules, emergency procedures and the pool/waterfront safety plan procedures safety rules, emergency procedures and the pool safety plan procedures as they relate to each activity or other emergencies that have the potential to affect camper safety prior to participation as they relate to each activity prior to the start of the camping season.
2. Each camp staff person adequately instructed regarding the specifics of his/her duties in the pool area.
3. The camp director must document and maintain training for the camp leadership staff.

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca



Make This Your Camp Challenge!

For all campers 6-12 years



With older (10-12) campers add Swim to Survive +

For more information on Residential Camps, Waterfronts (Supervised and Unsupervised), and Boating, consult the following resources:

- British Columbia Camps Association
- Lifesaving Society Waterfront Guidelines
- Health Protection Environmental Health Services Guide and Pool Safety Plan for Pool Operators - Pool Regulation (BC Reg.296/2010)
- Transport Canada, Safe Boating Guide, 2014.
<http://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf>
- Transport Canada, Licensing A Pleasure Craft:
http://www.tc.gc.ca/eng/marinesafety/debs-obs-paperworkpaperwork_boat_licence-1898.htm

^a Lifesaving Society Standard- Admission 2012

^b Lifesaving Society Waterfront Guidelines and British Columbia Camps Association Accreditation Standards for Organized Camps for Children and Families "Handbook of Required and Desirable Practices"

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca

^c Ibid

^d Lifesaving Society National Public Pool Safety Standards for Canadian Public Swimming Pools

^e Lifesaving Society Safeguard Program

BC & Yukon Branch

#112 - 3989 Henning Drive Burnaby, BC V5C 6N5
Telephone: 604.299.5450 Fax: 604.299.5795
E-mail: info@lifesaving.bc.ca
Web: www.lifesaving.bc.ca