

## Camp Four Echoes Waterfront Use Guidelines

*It is the user group's responsibility to ensure that all waterfront participants and personnel - volunteer or paid, are oriented to the Waterfront Use Guidelines, emergency procedures and specifics of their role prior to providing any aquatic activity. All persons using the waterfront area are **advised** to follow the Guidelines. All participants using the swimming and boating areas do so at their own risk.*

- ✓ The waterfront area is typically available Memorial Day through Labor Day. Groups must submit their request to access the waterfront at the time of their reservation to the Building and Services Manager and provide copies of lifeguard certification(s) to the Building and Services Manager at least 30 days prior to check in.
- ✓ The waterfront is closed after dark.
- ✓ User groups are advised to provide a qualified lifeguard\* and for all swim areas and boating activities. *Girl Scouts of Eastern Washington and Northern Idaho will not provide lifeguards and will not be responsible for any waterfront area supervision.* The lifeguards and lookouts will be located on different parts of the dock to make sure they can continuously observe and be ready to assist any participant and will remain out of the water except in emergencies.
- ✓ Lookouts should be at least 16+ and will assist the on-duty lifeguard to keep an eye on all those in the water and during an emergency by actively watching and assisting swimmers after they exit the dock or helping contact emergency personal. Lookouts should be able to demonstrate the ability to utilize elementary forms of non-swimming rescues and be attentive to their responsibilities at all times. Lookouts should be located in positions where they can continuously observe and be able to alert the lifeguard to any problems such as distressed swimmers, a drifting boat, paddlers not able to steer, out of control boats or capsizing
- ✓ User groups are responsible for providing a working cellphone at the waterfront for emergencies. In the event the group's cell phone does not work properly, a land line phone is located in the band aid station or staff kitchen in the lodge to make emergency calls. Emergency contact information and emergency phone numbers are posted above each phone in the lodge and in the boathouse.
- ✓ Camp Four Echoes' waterfront poses a few known hazards. It is the responsibility of the user group's waterfront staff to pay careful attention to the wind and weather before and during any waterfront activity. The waterfront supervisor should check the weather report daily and advise participants of any predictions of weather that might cause unsafe conditions on the water. Swimming is not recommended when the water temperature is below 50 degrees F, when combined air and water temperature is below 100 degrees F, or when the combination of cool air, wind chill, and evaporative cooling may lead to hypothermia. If at any time the activity becomes unsafe, activities must be immediately canceled. All swimming activities must stop if there are signs of an electrical storm.
- ✓ Wading in water over the knees is swimming. All wading activities should be supervised by an adult certified in Basic Water Rescue.
- ✓ Emergency equipment is stored in the boat house. The user group is responsible for ensuring that the following equipment be present and immediately available for the duration of all waterfront activities:
  - At least one graspable and throw-able PFD.
  - Rescue tubes, white rescue rings and lifesaving equipment on the dock.
  - Lifeguards should have whistles (provided by the user group).
  - First Aid Kit (provided by the user group), including personal protective equipment.
  - Communication device (2-way radio or cell phone) and list of emergency phone numbers.
  - For swimming (specific):
    - Reach pole
    - Ring buoy or throw bag
    - Rescue tube
    - Backboard
  - For boating (specific)
    - A rescue boat containing a graspable and throw-able ring buoy or throw bag, a whistle or air horn, a bailer and extra paddle or oar.
- ✓ Swimming and diving is allowed in designated areas only.
- ✓ Walk – no running on docks or around swim area. Keep walk ways clear of all obstacles and wear shoes in appropriate areas.

- ✓ In the event of the camp siren going off, swimmers and boaters shall get out of water, take a count of participants and send two adults to the lodge to report count and receive further instructions.
- ✓ Each area has one or more methods for controlling access to the waterfront. These might include an actual barrier, such as a rope across a dock entrance, or posted rules. Please check with the Building and Services Manager to learn how to control access to waterfront and include this information in the participants' orientation. When lifeguards are not present, the group leader is responsible for providing a barrier or written warning be present to restrict access to the waterfront and to indicate that the waterfront is closed.
- ✓ Personal Flotation Devices (PFD's) must be worn at all times during watercraft activities and must be Coast Guard-approved, of proper type, size and fit for each user/activity, sufficiently buoyant to support participant's weight, and in serviceable condition (regarding clasps, ties, zippers, etc.).
  - User groups may use GSEWNI's lifejackets for participants 40lbs and over.
  - Parents or a responsible adult are responsible for ensuring the appropriate fit of the lifejackets for minors.
  - Inflatable toys shall not take the place of PFD's.
- ✓ When persons in wheelchairs are near the water, the following procedures must be followed:
  - Wheelchairs are not permitted on docks due to the lack of barriers to keep chairs from rolling off the docks, unless immediately engaging in boating activities. Wheelchairs on the dock must have the brake set and a wooden block in front of the wheel to prevent accidental rolling. Support equipment must be removed from persons in a wheelchair prior to entry to docks, this may include straps, seat belts, trays and other devices.
  - Participants using a wheelchair will remain on the lawn. Any support equipment will remain in place and an additional adult (with proper training and/or experience) will provide additional close supervision to prevent accidental access to the water.

## Swimming

- ✓ The minimum number of lifeguards\* and lookouts on duty for any swimming activity is:

Number of swimmers	Minimum # Lifeguards	Lookouts
1-10	1 adult lifeguard	1
11-15	1 adult lifeguard	2
16-35	2 lifeguards, at least 1 is 18+;	3
36-50	2 lifeguards, at least 1 is 18+;	4

If there are swimmers inside and outside of the U at the swim docks, at least one lookout will be posted for each side, regardless of the number of swimmers on each side and at least 2 adults (18 years+) supervising all swimming activities.

- ✓ Every participant should be tested, classified according to swimming ability, and assigned to areas, equipment, facilities and activities commensurate with their abilities. Untested participants are limited to shallow water and must wear a PFD while on any dock. To begin a swim check have participants wade in from the shore along the swim dock on the right side and have them go under the rope. Once they are completely wet, have the participant swim (using any stroke) to the cross dock, tread water there for one minute, and then have them return to the rope swimming on their back.
- ✓ Safe swimming areas are within the log booms. Beyond the log booms high winds and wake pose a risk. The designated swimming area is divided into three parts:
  - "Minnow" - The section closest to shore where the water is about 3' deep.
  - "Trout" - The next section out (indicated by the swim rope) starts at 3' and goes about 6' deep.
  - "Dolphin" - The section outside of the U shape of the dock starts to drop and can go down to more than 25'.
- ✓ A safety system shall be in place that will allow supervisors to quickly account for all participants (such as a buddy system, checkout system, etc.). Every swimmer should always have a buddy that is assigned to the same swimming area.
- ✓ If there is a missing swimmer, the Waterfront Supervisor should immediately get all of the other swimmers out of the water and onto the beach. One adult should count the swimmers and take them directly to the lodge and notify the group leader. The lifeguards, or other qualified adult(s) should begin search and rescue procedures and notify 911, if the swimmer cannot be located.

- ✓ Each participant must go through a basic orientation when using the swimming area. Orientation should cover the following:
  - Swimming rules
    - Dive in designated areas only
    - Swim in supervised and designated swimming areas only
    - Swim at a safe distance from any diving area
    - Swim with a buddy
  - Where to store personal items
  - Buddy system and communication system
  - When and where they can swim and/or dive
  - What to do in case of emergency, including emergency signals
  - Use of toys such as floatables, inner tubes, fun noodles
  - The use of PFD's for non-swimmers

### **Bongo (aka Aqua Jump)**

- ✓ Girl Scouts of Eastern Washington and Northern Idaho assumes no financial or legal responsibility resulting from the use of this product by the user group or its participants. To reduce the risk of injury, participants must follow all instructions and warnings. Participants should not use this product unless they understand and accept the risk of injury involved with this activity. ***UNSAFE USE OF THE BONGO CAN RESULT IN PERSONAL INJURY OR DEATH.***
- ✓ Not recommended for children under the age of six.
- ✓ Never use the product after sunset, before dawn, or any other time in poor lighting conditions.
- ✓ Always wear a U.S. Coast Guard approved Type III (PFD) vest when using the products.
- ✓ Never use the product in rough surface water conditions, during storms, or when there is lightning. If an unexpected storm arises while using the product, seek shelter on shore. Do not stay on the product.
- ✓ Never use the product under the influence of alcohol or drugs.
- ✓ Do not allow more than 5 adults or 10 children (1,500 lbs. max) on the Bongo 20 or more than 3 persons (720 lbs. max) to bounce on the Bongo 20 at one time.
- ✓ Never dive off of the Bongo head first. Always enter the water feet first.
- ✓ Never use the product while tired or fatigued. Use extreme caution while swimming between the shore and the product.
- ✓ Never swim or play under or around the Bongo.
- ✓ Inspect the equipment for any worn, defective, or missing parts. Do not use if it needs repairs, etc.
- ✓ Do not attempt flips, somersaults or other acrobatic maneuvers on the product. Most debilitating spinal cord injuries that occur during trampoline use involve somersaults. Improper landing during a somersault produces serious risk of broken bones, cuts, nerve damage, spinal cord or brain injury, or death.
- ✓ Use the Bongo only under mature, knowledgeable adult supervision.
- ✓ DO NOT OVER-INFLATE. Over inflation can cause seam rupture.

### **Boating**

- ✓ User groups do not have access to GSEWNI non-motorized watercraft unless they provide a certified lifeguard and have prior written approval from the Building and Services Manager. If groups provides their own personal watercraft they do so at their own risk and must get **prior approval** from the Building and Services Manager. Motorboats are prohibited. **Girl Scouts of Eastern Washington and Northern Idaho will not responsible for the loss or theft of personal property.**
- ✓ All boating personnel must be oriented to Waterfront Use Guidelines and site-specific hazards.
- ✓ In order to participate in boating activities, the participant must be able to sit up on their own and support themselves. Any equipment used for mobility (crutches, wheelchair, walker, etc.) may be used with caution to assist the participant to the water's edge. After entering the boat, the equipment will be taken to the lawn where it will remain until the end of the boating activity. Supervision ratios need to be adjusted to meet needs of disabled boaters.

- ✓ User groups are advised to provide at least one qualified adult who is currently certified with one of the following certifications appropriate for the activity.

- Waterfront Lifeguard\*
- Current instructor rating in the appropriate craft
- American Red Cross Small Craft Safety in appropriate craft or equivalent

At least 2 adults must supervise each boating activity and at least one of these adults must have certification in American Red Cross Small Craft Safety or have documented training and experience in a similar aquatic activity. There must be 1 certified boat guard to every 12 participants and 1 certified boat guard for every additional 12 participants. Additional boat guards may be 16+.

- ✓ The qualified supervising adult must implement the following written procedures:
  - Safety regulations must be followed
  - Designated checkout system to keep track of participants must be utilized
- ✓ All participants must receive orientation training, including:
  - Where to store personal items
  - When and where they can boat
  - Boating Rules
    - Coast Guard approved Personal Flotation Device (PFD) must be worn during all boating activities regardless of participant's swimming ability. Type of PFD must be appropriate for the type of aquatic activity and must fit properly. Each person must be instructed in the proper use and fit of the PFD they are wearing.
    - All boats and equipment should be inspected prior to use and any broken or damaged equipment will be removed from service and user group leader
    - Stay within sight of the lifeguard on duty at all times and stay between the log boom and docks.
  - Boarding and debarking the boat, trimming and movement in the craft
  - Self-rescue in case of capsize or swamping
    - A tip test provides the opportunity to intentionally tip over or swamp a boat so paddlers will know what to do in case their boat accidentally tips. While just outside of the Dolphin section of the swim area, participants will get into the craft with their PFDs on and, sitting up high on their knees, rock the boat until it tips over. Once the craft is upside down, participants will position themselves on each side of the boat and reaching over the craft, clasp arms, simulating how they would wait for rescue.
  - What to do in case of emergency, including emergency signals
  - Basic paddling instruction or review
- ✓ Boats are prohibited in the swimming area. In general, watercraft should stay between the log boom and docks. When boats go beyond the immediate waterfront area, at least one person should be present with a whistle attached to their lifejacket for signaling purposes and there must be at least one graspable and throw able PFD immediately available in the staff boat. (Boaters should be able to paddle forward and backward and be able to turn before going beyond the log boom.)
- ✓ Appropriate clothing for the weather and type of boating activity should be worn. PFDs are to be worn on the outside of any clothing or jacket. Groups should be assessed for preparedness for water activities and prevention of hypothermia.
- ✓ Soft-soled and swim-able shoes will be worn on the docks and in the boats.
- ✓ Extra care and supervision should be given while participants are boarding and debarking any boat as this is a time when most capsizing occurs.

*\*Lifeguards must be certified by a nationally recognized certifying body and they must also have current age-appropriate CPR; first aid – including training on blood borne pathogens; and the use of an AED that includes the use of breathing device. (Refer to [www.acacamps.org](http://www.acacamps.org) for a list of nationally recognized providers.) User groups are responsible for verifying the skills of their lifeguards and orienting them to the waterfront. The primary lifeguard should be 18 years of age or older. All boating activities must be guarded by a person holding a current instructor rating in the appropriate craft from a nationally recognized certifying body, hold a current certification as a lifeguard from a certifying body or hold other acceptable certification of license.*