



# Camp Amnicon Guidelines for Retreat/Rental Groups

## **Supervision**

1. Retreat groups at Camp Amnicon are responsible for their own supervision unless other arrangements are made directly with Camp Amnicon
2. All adults who supervise campers are advised to have gone through appropriate screening, including criminal background checks
3. Youth retreat groups are advised to have the following ratios of adult chaperones to youth.
  - a. For youth up to age 8- at least 1 adult for every 5 youth
  - b. For youth aged 9 to 14- at least 1 adult for every 8 youth
  - c. For youth aged 15 to 18- at least 1 adult for every 10 youth
4. All youth retreat groups are advised to have a minimum of two adult supervisors.
5. Camp Amnicon recommends that no youth are allowed to be one-on-one with an adult or another youth out of sight of other people.
6. All retreat groups are advised to have adult supervisors with CPR and First Aid certification from a nationally recognized provider (including training in blood borne pathogens & the use of breathing devices).
7. If strangers are present, or if suspicious activity by outsiders is observed at Camp Amnicon, this should be reported to the Camp Amnicon staff immediately. Camp Amnicon staff will take appropriate action.
8. If any person's safety appears to be immediately in jeopardy due to the actions of another individual or group, call 911 immediately. Phones are located in the office, kitchen & lodge.
9. Camp Amnicon does not have an insurance requirement for user groups. Camp Amnicon's insurance may not cover rental groups.

## **Health Care**

1. All retreat groups are responsible for their own first aid, emergency care and emergency transportation during their stay at Camp Amnicon. Camp Amnicon has a first aid cabinet located in the first aid building where supplies can be obtained upon request as needed.
2. Please inform Camp Amnicon staff if any supplies are needed from the first aid cabinet, or if any retreat participant needs a doctor's visit during their stay at Camp Amnicon.
3. Emergency medical transportation at Camp Amnicon can be obtained by dialing 911.
4. Retreat groups are advised to gather and carry the following information of each participant:
  - a. Name and address
  - b. Emergency contact name and phone number
  - c. A listing of any persons with known allergies or health conditions requiring treatment, restriction, or other accommodation while at Camp Amnicon.
  - d. For minors without a parent present, a signed permission to seek emergency treatment.
  - e. We recommend you leave a copy of this information with the camp staff in the office.

## **Personal Property**

1. Firearms, explosives or other weapons are not permitted at Camp Amnicon.
2. Alcohol is prohibited in all cases where minors will be present.
3. Illegal drugs or nonprescription controlled substance are not allowed.
4. We discourage bringing pets and other domestic animals to Camp Amnicon for retreat groups. If you would like to bring a pet, please contact the Camp first to see if this would be appropriate.
5. Any baseball bats/ hockey sticks or other sports equipment must be kept out of harm's way when not in use
6. Once unloaded, please park vehicles in the parking lot. Access to roadside buildings must be kept clear in case of emergency.
7. Camp Amnicon is not responsible for the loss or exchange of personal property.

## **Use of Amnicon Property**

1. The use of the Camp Amnicon low ropes course must be supervised by Camp Amnicon staff.
2. The use of the Camp Amnicon kitchen for cooking is not available to retreat groups. Meals may be cooked for retreat groups by Camp Amnicon staff upon request.

## **In Emergency**

1. For water based emergencies, use the ring buoy/throw bag/Personal Floatation Devices/canoes/paddles/branches as rescue equipment if needed.
2. Provide whatever first aid or emergency care to any injured that you are able to give.
3. Phones are located in the office and the kitchen. Emergency health care, ambulance and rescue can be obtained by dialing 911.

4. Notify an Amnicon staff as soon as possible in case of an emergency. Amnicon staff are trained in lifeguarding, CPR, and first aid.
5. If a potentially catastrophic emergency, such as a tornado or forest fire is taking place, ring the bell at the back (East Side) of the kitchen continuously. Camp Amnicon staff will take over at this point.

### **Swimming**

Retreat groups swimming at Camp Amnicon are responsible for their own supervision. Camp Amnicon advises retreat participants of the following guidelines when swimming at Camp Amnicon:

1. Swimming is only recommended when supervised as follows:
  - a. A person currently certified in lifeguarding, Wilderness Water Safety, or equivalent, and with documented verified skills in remote country life guarding, is on duty for every 20 people.
  - b. A person certified in age appropriate CPR and first aid (including training in the use of breathing device & training in blood borne pathogens) from a nationally recognized provider be present when any swimming activities takes place.
  - c. At least two adults should be on duty any time swimming is taking place.
  - d. The lifeguard and adults on duty should be out of the water located in a position of good visibility, and actively watching any time participants are in the water. They should be attentive to their responsibilities and ready to assist participants.
  - e. The buddy system is used to quickly account for all swimmers.
2. Lifeguard should check the swimming area and decide if it is safe to swim. The area should be free of hidden rocks, debris & glass, etc. and have a gradually shelving shoreline.
3. Lifeguards should have a ring buoy or throw bag and first aid kit present when swimming is taking place. These can be borrowed from Camp Amnicon.
4. No swimming in the dark.
5. No swimming alone.
6. Participants should be assessed for swimming competence prior to any recreational swimming. Swimmers can then be assigned and restricted to certain areas compatible with their swimming ability.
7. Be very cautious about river and lake currents, especially near the mouth of the river.
8. Be aware the lake and river shorelines have many submerged rocks and logs that can be hazardous to swimmers. Also, be alert for any broken glass, fishing lures etc.
9. No diving.
10. Footwear should be worn while swimming.
11. Those who are not strong swimmers should use Personal Floatation Devices for recreational swimming. These can be borrowed from Camp Amnicon.
12. For a \$15 an hour programming fee, an Amnicon staff member can be present as lifeguard; ask ahead.

### **Canoeing**

Retreat groups canoeing at Camp Amnicon are responsible for their own supervision. Camp Amnicon advises retreat groups of the following guidelines when canoeing at Camp Amnicon:

1. Before any canoeing takes place, participants must get permission from an Amnicon director and receive a canoeing orientation from a qualified Camp Amnicon staff member.
2. Canoeing is only recommended when supervised as follows:
  - a. A person currently certified in American Red Cross (or equivalent) life guarding, or Wilderness Water Safety, with documented skills in canoe rescue, capsize and emergency procedures, is on duty for every 10 people who are canoeing at any location. This person(s) should be attentive to their responsibilities and be in a position from which they can continually observe and readily assist & readily account for all participants.
  - b. At least two adults should be on duty when any canoeing takes place. These adults should be familiar with all participants swimming ability. This could be done via interview or swim assessment.
  - c. In the event of a canoe capsize; supervisors should be especially attentive to poor swimmers.
  - d. A person certified in age appropriate CPR (including training in the use of breathing devices) and first aid (including training in blood borne pathogens) from a nationally recognized provider be on duty when any canoeing takes place.
3. Personal Floatation Devices should be worn at all times when canoeing.
4. Be aware of river currents, cold water, cold weather, sunburn, submerged logs, powerboats & deep "holes" in the river.
5. No canoeing on Lake Superior without supervision by Camp Amnicon staff.
6. Please take a well-stocked first aid kit & a throw bag or ring buoy along whenever canoeing takes place these items can be borrowed from Camp Amnicon.
7. For a \$15 an hour programming fee, an Amnicon staff member can be present as lifeguard and supervisor; ask ahead.