

Chapter H 75

RECREATIONAL CAMPS

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| H 75.01 | Definition of a camp | H 75.04 | Sanitation |
| H 75.02 | Health | H 75.05 | Safety |
| H 75.03 | Food | | |

H 75.01 Definition of a camp. A camp for children shall mean and include the site and temporary or permanent buildings, tents or other structures, together with appurtenances thereon, established or maintained as living quarters where both food and lodging or the facilities therefor are provided for five or more children and/or youth, unattended by parents or legal guardians, operated continuously for a period of five days or more for recreation, educational or vacation purposes, and offered free of charge or for payment of a fee.

H 75.02 Health. (1) **HEALTH CERTIFICATES.** Campers and all staff members (including the operating and kitchen staff) must each secure a certificate of health from a licensed doctor of medicine within seven days before entering camp. The health examination must cover heart, lungs, throat, scalp, skin, feet, eyes and ears. A health certificate based upon this examination and including a health history must be presented to the health supervisor at camp.

Note: It is recommended that campers and staff members be required to satisfactorily pass a health examination before admission to camp, except when the camp is primarily a health camp; that campers and staff members be inspected on their arrival at camp, and whenever necessary thereafter, by the resident health director.

(2) **INFIRMARY.** An infirmary (tentage or other shelter) with provision for the isolation of patients must be provided, or arrangements must be made for the immediate removal of sick or injured campers or staff members from camp.

(3) **FIRST AID SUPPLIES.** (a) Reasonably adequate first aid supplies must be provided.

(b) First aid supplies must be carried on all out-of-camp hikes and trips.

Note: Suggested first aid supplies for a basic unit of 20 campers and those to be carried on hikes and trips include the following:*

FOR A BASIC UNIT OF 20 CAMPERS

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| 1 package band-aids | 5 dozen tongue depressors |
| 3 gauze bandages, 1" | 1 ounce boric acid powder |
| 2 gauze bandages, 2" | 1 ounce aromatic spirits of ammonia |
| 1 gauze bandage, 3" | 1 ounce tr. merthiolate or tr. metaphen |
| 1 package gauze pads, 3"x3" | Tweezers |
| 1 triangular muslin bandage, 40" square, cut diagonally | Paper drinking cups |
| 1 roll adhesive tape, 2" | Clinical thermometers |
| 1 box applicators | ½ gallon tannic acid |
| ½ lb. absorbent cotton | 1 bar yellow soap |
| 1 package baking soda | |

* Reference—American Red Cross First Aid Textbook.

FOR HIKES AND TRIPS

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| Small gauze bandages | Halazone tablets for water puri- |
| Band-aids | fication, or equivalent |
| Antiseptic | |
| Burn ointment or baking soda | |

(4) **HEALTH AND TREATMENT RECORDS.** The camp health supervisor must keep throughout the camp season the health certificates and health histories of all campers and staff members, together with detailed records of all treatments for all first-aid cases, injuries, and illnesses at camp and on out-of-camp trips.

Note: It is recommended that, for permanent camps, the health records be kept for five years for legal protection.

(5) **MEDICAL SERVICES.** (a) Pre-camp arrangements for emergency medical care must be made.

(b) Emergency transportation arrangements must be available in case of injury or illness.

Note: It is recommended that parents' or guardians' consent for emergency care be secured by the camp director in writing before the opening of the camp season; that a doctor of medicine (M.D.) or a registered nurse (R.N.) be a resident staff member; that arrangements for emergency admission to a designated hospital be made in writing prior to each camping season.

(6) **SLEEPING QUARTERS AND PERSONAL HYGIENE.** (a) Sleeping quarters must be of sufficient size to afford three feet between sides of beds. Head-to-toe sleeping arrangements must be followed. Campers must sleep in individual beds, one camper to a bed.

(b) Separate sleeping quarters must be provided for each sex.

(c) Sanitary envelope type mattress covers, or mattress pads, must be provided for all mattresses, and must either be laundered between each camp period, or changed for each new camper or staff member.

Note: It is recommended that bedding be thoroughly aired and sunned at least once a week, weather permitting; that each camper and counselor have one hour of rest during the day, preferably after the noon meal; that provision be made for some form of hot water soap bath at least weekly for all campers and camp personnel; that frequent changes of clothing, especially of underwear and socks, be encouraged among all camp personnel; that twice-daily brushing of teeth, and hand washing before meals be encouraged.

H 75.03 Food. (1) **MILK SUPPLY.** All milk used must either be adequately pasteurized, evaporated, or powdered.

(2) **REFRIGERATION AND STORAGE.** (a) Perishable foods such as meats, milk, butter, eggs and salads must be kept under refrigeration.

(b) Refrigerators must be thoroughly washed with hot water and soap, or hot water and washing soda, just before the camping season begins.

(c) Non-perishable foods must be stored in dry, clean, well ventilated, rodent proof, screened, storerooms.

Note: It is recommended that refrigerators be washed preferably daily, and at least once a week during the camping season; that refrigerators be kept at a temperature not to exceed 50 degrees F.

H 75.04 Sanitation. (1) **WATER SUPPLY.** (a) The water supply used for drinking, culinary and personal cleanliness must be certified by the Wisconsin state board of health or by an approved laboratory before the opening of camp. The sanitary conditions of the sources

of water supply must conform to the requirements of the state board of health. The water supply should be tested early enough so that any necessary changes can be made before the opening of camp.

(b) Common drinking cups are prohibited. Drinking fountains of a type approved by the Wisconsin state board of health must be provided and kept in a sanitary condition, or individual drinking cups must be provided.

(c) Drinking water from sources other than those at the base camp, used on hikes and trips away from camp, must be known to be safe, or made safe before using. Any of the following may be used for water purification. Water purified by any of these methods must stand for 30 minutes before being used.

1. Halazone tablets, or equivalent
2. Chlorinated lime
3. Any hypochlorite preparation
4. Boiling the water for 20 minutes

(2) KITCHEN AND DINING HALL. (a) The central kitchen and dining hall must be screened with 16 mesh or smaller screening.

(b) The kitchen and dining hall must be swept daily, preferably with sweeping compound to lay the dust.

(c) Dishes must be scraped, thoroughly washed and scalded, or disinfected. Air drying is recommended.

(d) Dining tables must be washed with soap and water after each meal.

(e) Hand washing facilities must be provided in kitchens, to include warm water, soap, and individual toweling for use by kitchen personnel only.

Note: It is recommended that dining hall and kitchen be scrubbed with hot soap suds, or by other acceptable procedure, at least once a week, and preferably more often during a rainy season.

(3) LIVESTOCK. Livestock, if any, must be quartered not less than 500 feet from all central and unit cooking, dining, and sleeping quarters.

(4) GARBAGE AND REFUSE. Garbage must be kept in fly tight, leak proof containers, and be disposed of daily by removal from camp, or by incineration, or by burying deep enough to prevent animals from digging it up. The place of the garbage disposal, if on the campsite, must be kept sanitary. Burial is the best procedure.

Note: It is recommended that tin cans be washed, flattened, and disposed of at regular and frequent intervals, and not be allowed to accumulate.

(5) LATRINES AND TOILETS. (a) Latrines or toilets, septic tanks, cesspools, and other places of waste disposal must be approved by the Wisconsin state board of health, and be so located that underground water supplies and lakes or streams are not contaminated.

(b) There must be a minimum of one latrine unit or toilet for each 15 campers and staff.

(c) Separate toilets or latrines must be provided for each sex.

(d) Latrines and toilets must be well-ventilated and well-lighted; latrine pits must be fly tight.

(e) Latrines and toilets must have some provision for privacy.

(f) Hand washing facilities must be maintained at latrines and toilets.

Note: It is recommended that night lights be provided at latrines and toilets; that separate toilet and bathing facilities be provided for kitchen help.

H 75.05 Safety. (1) **LEADERSHIP.** One staff member, 18 years of age or older, excluding kitchen and maintenance staff, must be provided for every eight campers.

(2) **CHEMICALS.** Chemicals and inflammable liquids must be plainly marked, and stored in a locked building not occupied by campers or staff.

(3) **FIREARMS.** (a) Firearms must not be permitted in camp except such as are used under supervision and in organized activities.

(b) Marksmanship ranges, if maintained, must be constructed according to National Rifle Association standards. (See *Manual of Range Construction*, National Rifle Association of America, Scott Circle, Washington 6, D. C.)

(4) **FIRE FIGHTING EQUIPMENT.** (a) Adequate fire fighting equipment must be placed in or near all buildings. If fire barrels or buckets are used, they must be painted red and plainly marked and kept filled with water.

(b) Staff must be instructed in fire prevention and familiarized at the beginning of the camping period with procedure to be followed in case of fire.

Note: It is recommended that campers be instructed in fire prevention and familiarized at the beginning of camping period with procedure to be followed in case of fire.

(5) **BUILDINGS AND GROUNDS.** (a) All camp buildings must meet the requirements of the state industrial commission.

(b) All electric wiring must be approved by the Underwriters code.
Note: It is recommended that buildings be kept in good repair, that broken steps, torn screens, loose boards, etc., be mended promptly; that all openings to the outer air be screened only with not less than 16 mesh screen, and that all screen doors be self-closing; that natural hazards be eliminated, or campers protected against them.

(6) **WATERFRONT.** (a) The sanitary requirements of bathing facilities must conform to requirements of the Wisconsin state board of health.

(b) A waterfront director who is at least 21 years of age, who is an active American Red Cross senior life saver or water safety instructor, or who has had equivalent training in water safety, must be in charge of all swimming, boating, and canoeing.

(c) Each person—camper, staff member, and guest—who wishes to go swimming must be classified according to his ability in swimming, and must keep within a definitely marked area according to his classification.

(d) A system of checking persons in and out of the water must be used.

(e) The buddy plan, which provides for the division of the group of persons into pairs so that every person has a partner while in the water, must be enforced.

(f) Swimming after dark must be prohibited unless adequate artificial lighting is provided.

(g) Life saving equipment that is adequate for the type of swimming, boating, and canoeing areas used must be provided, must be kept in perfect order at all times, and must be so placed as to be immediately available. One good life saving boat with proper equipment must be on hand at all times.

(h) A first aid kit must be on hand at the waterfront, and must be equipped and ready for immediate use.

(i) Swimming regulations must be posted on the waterfront, and must be obeyed by all, including guests.

Note: It is recommended that the following regulations be included:

1. Swim during swimming periods only.
2. Do not enter the water until the signal is given by the waterfront director.
3. Always swim with a buddy.
4. Stay in your own swimming area.
5. Dive only in water of known and approved depth.
6. Get out of the water when chilled or tired.
7. Swimming after dark is prohibited [unless adequate artificial lighting is provided].
8. No guest shall be allowed in swimming until he has presented a health certificate and has taken a swimming classification test.