

Recreational Camps for Children Programs

Job Aid



LOCAL PUBLIC HEALTH
INSTITUTE OF MASSACHUSETTS

What are the six types of safety and security concerns at recreational camps for children?

- 1** The six types of safety and security concerns are:
1. Housing and grounds
 2. Medical
 3. Outdoor safety
 4. Personal safety and security
 5. Sanitation
 6. Transportation

What laws, regulations, and guidelines govern recreational camps for children in Massachusetts?

- 2** The primary regulation for ensuring the safety and security of recreational camps for children is 105 CMR 430.00: Minimum Standards for Recreational Camps for Children (430). There are also many other Massachusetts regulations and guidelines that are related to aspects of recreational camps for children, such as boating/swimming, buildings, high-risk activities, plumbing, rodents, smoke and carbon monoxide detectors, and vehicles/transportation.

What camps are LBOH responsible for?

- 3** Under 430, LBOH are responsible for day, primitive or outpost, residential, sports, travel or trip camps, and any program that promotes or advertises itself as a camp, if the camp serves 5 or more children who are not family members or personal guests of the operator, and operates for any period of time between June 1 and September 30, or fewer than 15 business days during any other time of year.

What are the four key functions LBOH have to ensure recreational camps comply with 430?

- 4** The four key functions LBOH have to ensure that pools comply with 435 are:
1. Reviewing license applications and plans
 2. Conducting inspections
 3. Taking enforcement action (if necessary)
 4. Issuing permits and reporting

What information should be included in a completed application form for a new or existing camp?

- 5** A completed application for a new or existing camp should contain information about:
- the camp's name, location, owner, and director/operator
 - operating information
 - health care consultant and supervisor(s)
 - instructors or directors (i.e., aquatics, firearms, horseback riding)
 - drinking water and plumbing

The completed application should also require certification(s), permit(s), written statements of compliance, signatures, and a plan showing the buildings, structures, fixtures, and facilities.

Additionally, LBOH should review as part of the application/inspection process: staff/volunteer information; procedures for background review of staff/volunteers and preventing/reporting suspected child abuse/neglect; copies of promotional literature; policies for camp health care, discipline, and medical/biological waste management; plans for camper release and unrecognized persons, day camp contingencies, field trip incidents, fire drills/evacuation, lost camper/swimmer, natural disasters, orientation, traffic control; permits, licenses, and written letters of compliance; and lab analysis of a private water supply.

What information should be included on an inspection report?

- 6** The inspection report form must include at least:
- the name of the inspector
 - the date/time of the inspection
 - the location of the camp
 - the date/time of any scheduled follow-up inspection
 - a description of each condition constituting a violation of 430
 - a list of each specific provision of 430 that appears to be violated

How often should LBOH conduct camp inspections?

- 7** While there is no required inspection frequency after a license has been issued, MDPH does require an inspection any time the LBOH has reason to believe a violation of 430 exists, or upon the request or complaint of any person. Some LBOH may also conduct routine inspections during the camping season.

What enforcement actions can the LBOH take?

- 8** Based on inspection findings, a LBOH may have to take action to achieve compliance with 430. If a license has been issued, the LBOH has the right to suspend or revoke it. If violations present may endanger or materially impair the health, safety, or well-being of the occupants or the public, the LBOH may order a building condemned or vacated, or the camp program to be terminated.

Can a camp operator request a variance to 430?

- 9** A camp operator can request a variance, however, one should only be considered if it meets these conditions: 1) enforcement of the specific provision of 430 would do manifest injustice, 2) the applicant has proven that the same degree of protection required in 430 can be achieved without strict application of that particular provision, and 3) when insurance is used, the applicant has provided written confirmation from the insurance carrier of the continuation of full coverage(s) if the minimum health and safety provision(s) are altered.

What other activities should LBOH be doing to ensure the safety of recreational camps for children?

- 10** In order to ensure the safety of recreational camps for children, LBOH should be:
1. Preparing for emergencies and participating in their Health and Medical Coordinating Coalition
 2. Finding and communicating with camps in their community
 3. Offering health promotion/education activities to campers, parents, camp operators, staff, and volunteers
 4. Adopting local regulations and policies to supplement 430