



# Rental Group Requirements

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## Group Leaders Responsibilities

You will receive from the Camp Host the key to open the necessary doors and a radio if requested. Consider how they will communicate with their campers should an emergency occur, such as a medical emergency, fire or missing person. It is strongly recommended that leaders have an appropriate screening policy for their staff that have responsibility for or access to campers. To provide the most beneficial camping experience, groups are asked to follow these procedures.

## Group Leader Checklist

- A. Make arrangement to have proper ***Insurance coverage*** for event (if church ground, be sure to have board approval otherwise contact your insurance carrier and discuss proper coverage)
- B. Arrive before group arrives
- C. Meet with Camp Host and discuss any issues or needs. Be sure to exchange contact information should there be a need.
- D. Registration guest and inform them of the camp's policies, where you can be located, and what to do in case of an emergency.
- E. Delegates are required to check in with the camp host before the camp will be opened to the group, and be prepared to welcome, check in, and orient the rest of their group.

## **Proper adult supervision of minors (under 18) is the responsibility of the Group Leader.**

Recommend a 1:8 ratio for minors not needing assistance who are in attendance without a parent or legal guardian present. If you have participants that are in need of assistance please adjust the ratio to fit those needs.

## **Attending parents or legal guardians are responsible for the safety of their children and their actions**

**Archery, Challenge Course, Swimming and Boating activities are considered specialized activities that require persons with specialized training and skills.** User groups are responsible for making proper arrangements with eh camp if these activities are to be utilized by the groups. Other than lifeguards for swimming and small boats the camp will provide the personnel for these activities and is responsible for the proper supervision and care of those participating in these activities.

If swimming or small boats is an activity requested, user groups may provide their own lifeguard(s), they **must** present a current lifeguard **AND** CPR/AED certificate recognized by a nationally recognized provider to the camp Host prior to the swimming or small boats areas being opened.

**Aquatic activities safety regulations will be enforced by the designated supervisor or facilitator.** These regulation will be reviewed with the designated supervisor by the Camp host prior to group members being allowed to participate. Please make arrangements with the Camp Host a head of time so there is adequate time to accomplish this and not cut into the participates time.

### **Check-In/Out**

Orientation should include Camp Winnekeag policies and special arrangements can be made with the Camp Manager.

Check In Time: 3-5PM

Departure Day Check Out Time: 11:00 AM

### **Vehicles in Camp Regulations**

- I. Observe One- Way Traffic
- II. Adhere to 5MPH Speed Limit
- III. Do not Drive on the grass or sidewalk *(There is a \$25 per vehicle charge for vehicles driving on the grass or sidewalks.)*

Pathfinder Lodge overnight stay guest have designated parking spaces at the lodges, all others must park in the main parking lot at the entrance to camp, unless permission by the Camp Host has been granted.

**Firearms Prohibited** - Absolutely no firearms, firecrackers, guns of any kind, or articles of incendiary nature are not allowed on camp property.

**Alcoholic Beverages, Smoking, Vaping and Drug Prohibited** - No smoking, vapes, alcoholic beverages or drugs are not allowed on the camp grounds.

**Pets are not allowed at camp** - There is no accommodation for pets available at Camp Winnekeag.