



Trip Supervision

When leaving the campgrounds for any trip – to an amusement facility, to the park, to the pool, or to anyplace else – please adhere to the following rules:

1. Small Groups:
 - a. Campers in the bunk are to be divided into small groups, with one counselor per each group. That counselor is responsible to supervise her group at all times.
 - b. Each counselor is to stay with and supervise her group *when they are playing, when they are eating, when they are using the bathroom or when they are at any location at any time*.
 - c. Each counselor should make regular times when she will bring her group to the bathroom. If some campers in her group do not want/need to use the bathroom at that time, they can wait with the counselor outside of the bathroom until the other kids in their group are finished with the bathroom.
 - d. Campers should be instructed to stay with their groups at all times and to immediately notify their group's counselor if a child is missing from their group.
 - e. Campers should be told that if they get separated from their group they should find another of our counselors and tell them they can't find their group (see below #4)

2. Primary Supervisor: One counselor will be the Primary Supervisor for the trip. She will be in charge of the trip binder, the first aid kit, interfacing with the location staff, paying, etc. This counselor will be responsible for doing head counts of the overall group at the times specified on the trip roll form as well as at other times throughout the trip.

3. Trip Bracelets:
 - a. Trip bracelets should be put on the campers when they are seated on the bus and after the bus has left the driveway.
 - b. Before putting the trip bracelets on the children, the Primary Supervisor's cell phone number should be written on each bracelet in the following manner: **CELL-718-123-4567**
 - c. Please don't put the bracelets on the campers too tightly 😊

4. Upon Arrival:
 - a. Campers should be shown the "uniform" of facility staff and told that if they are lost and can not find any of our counselors, they should immediately tell one of the facility staff.
 - b. The Primary Supervisor will designate and show campers a "meeting place" where campers are to go if they should get separated from the group and can't find any other camp or facility staff. The ideal place for this location is at the amusement facility's information stand or public office.