

PREPARING FOR A STANDARDS VISIT



Goals for today

- Review the visitation process
- Discuss expectations for Camp Directors and visitors
- Discuss common problems or misconceptions
- Discuss some of the standards
- Answer your questions

Philosophy of the Visits

- we follow *best camping practices* as agreed upon by OCA members
- the process is based on voluntary compliance
- camps are visited by a fellow camping professional



Match Made: Things to do

- date confirmed between camp and visitor
- RSVP sent to OCA office
- Camp brochure and information sent to visitor
- Pack your standards information before you leave for camp



How can camps use the standards to prepare during the pre-season?



PRIOR TO THE VISIT

CAMP DIRECTORS

- Confirm visit details (time, where to meet) with your visitor
- Review the guidelines and complete the answer sheets
- Prepare forms and resources
- Arrange for board and staff involvement for the visit

PRIOR TO THE VISIT

VISITORS

- Confirm visit details with the camp and your junior visitor
- Confirm that the camp has the answer sheets completed
- Review the guidelines (take your copy with you)
- Review the camp literature and website
- Allocate 4 hours plus driving time for the visit

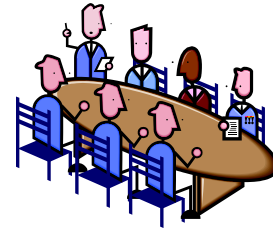
The Visit

- Requirements: full tour, all-camp activity, speak with staff and campers
- questions reviewed & discussed
- explanation written together for all NO and NOT APPLICABLE answers



Post-visit Review

- Review of forms, answers and results from previous visits
- Reasonable explanation for *NOT APPLICABLE* answers
- 90% in each section for minor standards / 100% of mandatory
- Feedback from visitor and Camp Director
- Directors contacted for clarification



What happens next?

- Recommendations made to Board of Directors
 - reaccredited
 - letter of response required
 - moved back to provisional status
 - mentor assigned
- Appeal process available

Common Situations

- entire section not applicable to my camp
- contractors provide that activity / service
- we don't have health care staff, just first aiders
- we don't have a head of boating
- our staff are volunteers
- we don't serve meals to our campers

A Sampling of Standards

- MA9: Does the camp carry non-owned Motor Vehicle Insurance, if applicable?
- MA42: Does the camp have an overall camper-to-staff ratio of 8:1 or better?
- CF14: Are all facilities checked regularly for hazards and damage?
- HC22: If Medical Directives are used, has the responsible physician signed them for the current year?
- FD8: Are the food service personnel included in the precamp orientation?

A Sampling of Standards

- CC9: Have all instructors completed a training course appropriate to the site and program?
- BT16: Is a suitably-equipped emergency watercraft operational for emergencies at all times?
- SW43: When non-swimmers take part in recreational swimming, does the camp adhere to the minimum standards of adults in the water-to-non-swimmers ratios, in addition to the lifeguard requirements?

Please help us!

- All questions answered YES, NO, NA
- Explanation provided for all NO and NA
- We don't know your camp (please explain)
- Call the office immediately if scheduling is a problem
- Send in your forms immediately



What questions do you have?

Thank you for attending!