

CHAPTER 25**YOUTH CAMP SAFETY ACT STANDARDS****Authority**

N.J.S.A. 26:12-1 et seq., specifically 26:12-5.

Source and Effective Date

R.1993 d.264, effective May 11, 1993.
See: 25 N.J.R. 756(a), 25 N.J.R. 2546(b).

Executive Order No. 66(1978) Expiration Date

Chapter 25, Youth Camp Safety Act Standards, expires on May 11, 1998.

Chapter Historical Note

All provisions of this chapter, Youth Camp Safety Act Standards, became effective June 19, 1974 as R.1974 d.156. See: 6 N.J.R. 180(a), 6 N.J.R. 264(b).

1977 Revisions: Amendments to section 3.2 became effective January 1, 1977 as R.1976 d.232. See: 8 N.J.R. 280(b), 8 N.J.R. 382(d).

1978 Revisions: Amendments became effective May 22, 1978 as R.1978 d.166. See: 10 N.J.R. 147(b), 10 N.J.R. 249(a).

1979 Revisions: Amendments became effective June 1, 1979 as R.1979 d.199. See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

1980 Revisions: Amendments to section 3.2 became effective April 17, 1980 as R.1980 d.169. See: 12 N.J.R. 114(d), 12 N.J.R. 272(d).

1983 Revisions: Amendments became effective January 3, 1983 as R.1982 d.476. See: 14 N.J.R. 1191(a), 15 N.J.R. 33(a). This chapter was readopted with amendments to the chapter, pursuant to Executive Order 66(1978), effective May 20, 1983 as R.1983 d.186. See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

1988 Revisions: Readoption of this chapter became effective May 19, 1988 pursuant to Executive Order 66(1978) and amendment to section 3.2 became effective June 20, 1988 as R.1988 d.269. See: 20 N.J.R. 463(a), 20 N.J.R. 1428(a).

Pursuant to Executive Order No. 66(1978), Chapter 25 was readopted as R.1993 d.264. See: Source and Effective Date. See, also, section annotations for specific rulemaking activity.

Cross References

Child care center physical facility requirements, see N.J.A.C. 10:122-5.1 et seq.

Children's group home physical facility requirements, see N.J.A.C. 10:128-4.1 et seq.

Children's shelter physical facility requirements, see N.J.A.C. 10:124-5.1 et seq.

Residential child care facility maintenance and sanitation requirements, see N.J.A.C. 10:127-4.4.

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SUBCHAPTER 1. PURPOSE, SCOPE AND DEFINITIONS**8:25-1.1 Purpose**

The purpose of this chapter is to promote, protect, and safeguard the health and well-being of the youth of the state attending day and resident youth camps as provided for in N.J.S.A. 26:12-1 et seq.

New Rule, R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).
Old 1.1 recodified to 1.4.

8:25-1.2 Scope

These rules shall govern all day and resident youth camps in the State of New Jersey as defined in N.J.A.C. 8:25-1.4. The provisions are enforceable by the Commissioner of Health or any of the Commissioner's authorized deputies, representatives, agents or employees.

New Rule, R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

8:25-1.3 Separability

If any provision or applications of any provision of this chapter is held invalid, that invalidity shall not affect other provisions or applications of this chapter.

New Rule, R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

8:25-1.4 Definitions

The following words and terms, when used in this Chapter, shall have the following meanings unless the context clearly indicates otherwise.

"Adult" means a person aged 18 years or older.

"Buddy system" means a pairing of campers to facilitate accounting of all children.

"Campsite" means land including natural features where the main camp facilities are located.

"Counselor" means a staff member 16 years or older.

"Department" means the New Jersey State Department of Health.

"Facility" means a structure including furnishings and installations on a campsite for living and program purposes.

"Lifeguard" means a person aged 16 years or older on duty at a waterfront for guarding or rescue purposes.

"Lifeguard supervisor" means adult in charge at a waterfront, supervising swimming, watercraft activities, and related staff.

"Local department" means a county or municipal department of health or a regional health commission.

"Passenger vehicle" means a vehicle that has a capacity of nine or fewer persons.

"Type I school bus" means a bus with a capacity of 17 to 58 passengers, as indicated by the vehicle manufacturer.

"Type II school bus" means a bus with a capacity of 10 to 16 passengers, as indicated by the vehicle manufacturer.

"Vehicle" means a carrier used in transporting children on public highways to and from camp or other places incidental to the camp program.

"Youth Camp" means any parcel or parcels of land having the general characteristics and features of a camp as the term is generally understood, used wholly or in part for recreational or educational purposes and accommodating five or more children under 18 years of age for a period of, or portions of, two days or more and includes a site that is operated as a day camp or as a resident camp except that a day program which offers only a minimal recreational component shall not be considered a youth camp; however, no such program shall include any hazardous recreational activity such as but not limited to aquatics, archery, horseback riding and riflery without first obtaining the prior written approval of the Department of Health. Failure to obtain such approval or comply with the regulations established for the activity involved shall subject the program to penalties in accordance with sections 10 and 11 of P.L. 1973, c.375 (N.J.S.A. 26:12-10 and 26:12-11).

"Youth camp operator" means any private agency, organization or person, and any individual who operates, controls or supervises a youth camp, whether such camp is operated for profit or not for profit.

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Expanded definition of "Youth Camp."

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Definitions recodified from 1.1; lifeguard, lifeguard supervisor, passenger vehicle and Type I and Type II school bus definitions added.

SUBCHAPTER 2. GENERAL PROVISIONS**8:25-2.1 Modification and waiver of standard**

(a) Any person or his authorized agent, confronted with practical difficulties in carrying out the strict letter of any standard, may apply to the Department in writing for a modification thereof. Only a modification that will not constitute a definite hazard to life or property will be considered. The decision of the Department, including the particulars of the application, shall be entered upon the records of the Department and a copy thereof sent to the applicant.

(b) The Department may waive temporarily any standard to allow for experimentation and demonstration of new and innovative approaches to a camp program.

Administrative Correction.
See: 25 N.J.R. 4744(a).

8:25-2.2 Site, plans, facilities and equipment

(a) The location of a camp shall not present a fire, health or safety hazard. The camp facilities built after enactment of these regulations shall not be divided by a major public highway or railroad.

(b) Camp structures and facilities shall comply with local building, zoning, and health codes. Letters of approval or a Certificate of Occupancy from the appropriate local authorities shall be available for review at new camps and renovated facilities.

(c) In new construction, an enclosed structure containing sleeping quarters in a resident camp shall be separated from all other such enclosed structures by a distance of not less than 25 feet.

(d) In a resident camp each child shall be provided with not less than 300 cubic feet of air space in sleeping quarters and a separate bed. There shall be not less than two feet of space between the sides of each bed. If tents are used as permanent sleeping quarters not less than 30 square feet of floor space shall be provided for each camper.

(e) A room, tent, or building to serve as a health center shall be maintained on the campsite for the temporary isolation and treatment of sick or injured members of the camp community. This facility shall be protected from flies and insects; be located to insure privacy and quiet; not located in or directly off the kitchen; and shall include medical equipment and supplies deemed necessary by the directing physician for the health and welfare of the camp. Hot water shall be available at this location.

(f) Equipment used in the camp program shall be of good quality and not present undue risk to children. Power equipment, especially that used for maintenance of the camp, shall not be stored, operated or left unattended without proper safeguards in camp areas.

Amended by R.1979 d.199, effective June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

Amended by R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Added last sentence to (b).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Stylistic changes.

8:25-2.3 Staff

(a) A camp shall have a written statement of personnel policies and practices. Staff members shall be informed of these policies, practices and specific duties by means of a written job description of each staff classification.

(b) A camp director shall not be less than 21 years of age and have not less than two years administrative experience in an organized camp.

(c) Hazardous camp activities, such as, but not limited to, aquatics, archery, horseback riding, riflery, and out of camp trips, shall be conducted by a qualified adult activity specialist in accordance with guidelines available from the Department or other recognized organization in the specialized field. The activity specialist shall also have training or experience in conducting the activity.

(d) An adult leader assisted by a counselor shall be responsible for the care and supervision of every 20 children in the camp. The camp director shall not be included in this ratio in camps servicing over 50 children.

Amended by R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

In (c), added "in accordance with guidelines available from the Department".

Administrative Correction.

See: 25 N.J.R. 4744(a).

8:25-2.4 General care of children

(a) Policies and practices for discipline of a child shall be clearly stated and furnished in writing to all employees of the camp. A child shall not be deprived of food, isolated or subjected to corporal punishment or abusive physical exercise as a means of punishment either by staff or by another camper.

(b) Reasonable grouping according to age and the capabilities of each child shall be observed in all activities, including contact sports.

(c) Any person who has reasonable cause to believe that a child has been or is being subjected to any form of hitting, corporal punishment, abusive language or ridicule; or harsh, humiliating, or frightening treatment; or any kind of child abuse or neglect by any person is required by State law to immediately report such allegations to the Department of Human Services, Division of Youth and Family Services, Office of Child Abuse Control at 1-800-792-8610 or 1-609-292-0617.

(d) The camp shall conduct and document pre-season orientation and training for the staff which shall include verbal and printed materials on policies and procedures required in this chapter, including, but not limited to: personnel policies and practices, job descriptions, disciplinary policies, emergency procedures, daily health surveillance procedures, lost camper policies, lost swimmer policies, and, if appropriate, any other expectations of the camp director.

1. It is recommended that the camp's director consult with the Department of Human Services, Division of Youth and Family Services for guidance in the development of staff training on issues related to child abuse and neglect.

(e) It shall be the responsibility of the youth camp operator to verify a prospective staff's background and character through reasonable inquiries including, but not limited to,

character reference, personal or phone interviews, and prior employment records. Documentation shall be available to verify staff's background and character checks.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text added at (c)-(d) regarding corporal punishment and employee training and background checks.

8:25-2.5 Records and report

(a) Records of personal data for each child shall be kept at camp when in session and shall be carried on camp trips by the responsible adult leader. These records shall include as a minimum:

1. The child's name, age and address;
2. The parent's or guardian's name, address, telephone number and where they or their designees may be reached in case of emergency; and
3. The dates of admission and release.

As amended, R.1979 d.199, eff. June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

8:25-2.6 Liability insurance

Liability coverage shall be carried by the camp.

8:25-2.7 Sanitation, safety and fire hazards

The Department may require a camp to correct or eliminate any specific condition not described in these standards but which it deems necessary for proper sanitation, safety or fire protection at the camp.

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Added word "safety".

SUBCHAPTER 3. HEALTH

8:25-3.1 Health records and supervision

(a) A camp medical program shall be under the direction of a physician and consultation for medical treatment shall be readily available. A written arrangement for emergency medical treatment shall be made with a hospital, clinic or doctor's office as close as possible to the camp where children can be taken in case of serious injury or illness.

(b) Rules concerning health staff include:

1. A resident camp shall have on duty in residence an adult health director who is a licensed physician; or a registered nurse or licensed practical nurse complying with the rules of the State Board of Nursing; or an adult health director certified as a Paramedic or Emergency Medical Technician or First Responder/C.I.M. accredited by the State Department of Health or by the American Red Cross in Advanced First Aid; or an athletic trainer accredited by the National Athletic Trainers' Association or an equivalent certification approved by the Department.

2. A day camp, as a minimum, shall have on duty at all times, an adult health director certified by the American Red Cross in Standard First Aid, or equivalent certification approved by the Department.

3. All camp health directors, in both day and resident camps, shall be certified by the American Red Cross or American Heart Association in cardiopulmonary resuscitation (CPR).

4. All staff members during the pre-camp training period shall be instructed in the basic principles of emergency first aid.

(c) A bound medical log listing date, name of patient, ailment, treatment and the name of the person who administered treatment shall be maintained at the health center. If an injury or illness is serious, the camp physician shall be consulted immediately, and the parents or guardians shall be notified as soon as possible.

(d) A camp shall have a written outline of daily procedures for campers and staff health surveillance. If a child or staff member is suspected of having a communicable disease, he shall be isolated and medical assistance obtained.

(e) On or before October 1 of each year, every youth camp shall report to the Department all accidents resulting in death, injury and illness. This does not include minor injuries which require only first aid treatment and which do not involve professional medical treatment, loss of consciousness, restriction of activity or motion, or premature termination of the camper's stay at the camp.

(f) All deaths; head, neck, or spinal cord injuries; and any injury which renders a person unconscious shall be reported to the Department within 24 hours.

Amended by R.1979 d.199, eff. June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

Amended by R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Section title changed from "health examination" to "health records". Added "adult" to health director.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

First responder/CIM and athletic trainer added; certification sources clarified; (f) added.

8:25-3.2 Medications and supplies

(a) Youth camps that do not administer medication shall inform the parents or guardians of this policy prior to the time of the enrollment.

(b) Youth camps that administer medication to a child shall adhere to the following:

1. Prescription medication shall be administered only after receipt of written authorization from the child's parent, guardian, or the directing physician.
2. Prescription medication shall be stored in the original prescription container.

3. Nonprescription medication shall be administered only after receipt of written authorization from the child's parent or guardian, or in accordance with the camp's standing orders. The standing order shall be established by the directing physician.

4. All nonprescription medication shall be labeled and stored in the original container.

5. The health director shall only administer medications authorized by parents, guardians, the attending physician, or the camp physician in the case of standing orders. The health director may designate an adult to administer medications for life threatening conditions and to children participating in off site trips.

6. The health director shall insure that the staff members are informed as to the medication needs of each child under their direct supervision, and any limitations commonly associated with the medication.

7. All medications shall be properly stored as specified on the label in a secured area that is inaccessible to the children.

8. Whenever practical, unused personal medication shall be returned to the parents or guardians when no longer being administered. Within three days after the campers stay at camp, any unclaimed medication shall be destroyed.

(c) When any medications are administered to a child, the camp shall maintain on file a record of:

1. The child's name and parental authorization;
2. The name of the medication administered;
3. The condition for which the medication is being used and any cautionary information specific to the medication;
4. The instruction for administration, including the dosage and frequency; and
5. The date, time, and name of the person administering the medication to a child.

(d) First aid equipment shall be available at all times and shall be fully restocked within 24 hours of use. The minimum content for the first aid equipment shall include the following items or equivalent items:

1. 48—one inch adhesive compress;
2. 24—two inch adhesive compress;
3. 24—three inch adhesive compress;
4. 12—four inch adhesive compress;
5. 24—three inch by three inch plain sterile gauze pads;
6. Two—two inch gauze roller bandages;
7. Six triangular bandages;

8. Two—one inch rolls adhesive tape;
9. Two sterile eye dressing packets; and
10. One scissors and tweezers.

(e) First aid kits shall be available for all camp trips and shall be supplied with the appropriate contents deemed necessary by the health director or directing physician for the activities of that trip.

New Rule, R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on physical exams deleted; text on medications and supplies added.

8:25-3.3 Health history records

(a) A written health history for campers, which specifies all known physical and mental conditions, shall be completed and submitted by a parent, guardian or physician at the time of admission to a day or resident camp.

(b) A written health history for staff members, which specifies all known physical and mental conditions, shall be submitted at the time of employment. Staff members under the age of 18 shall have the health history completed by a parent, or legal guardian.

(c) The written health history documents shall be maintained on file at the camp when in session.

(d) All campers shall be immunized, according to the immunization schedule specified in N.J.A.C. 8:57-4, against diphtheria, tetanus, poliomyelitis, measles, pertussis, mumps, and rubella or shall provide a statement from a physician that immunization is in progress.

1. If there is a religious objection to immunization of a child, a written statement shall be signed and submitted by the parents or guardians, and kept by the camp, which states that the child is in good health and that the parents or guardians assume the health responsibility for the child while in camp, with the understanding that they will be notified immediately if anything unforeseen occurs.

2. If an immunization of a child is contraindicated for medical reasons, the parent or guardian shall submit to the camp, and the camp shall keep on file, a written statement signed by a licensed physician, indicating both the reason and length of the medical contraindication, pursuant to N.J.A.C. 8:57-4.3.

As amended, R.1976 d.232, eff. January 1, 1977.

See: 8 N.J.R. 280(b), 8 N.J.R. 382(d).

As amended, R.1980 d.169, eff. April 17, 1980.

See: 12 N.J.R. 114(d), 12 N.J.R. 272(d).

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Added "or resident" to day camp. Also deleted requirement of submission of a physical examination report.

Amended by R.1988 d.269, effective June 20, 1988.

See: 20 N.J.R. 463(a), 20 N.J.R. 1428(a).

Deleted (b) and renumbered (c) to (b).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on nutrition and meal service recodified to 3.4; new text on health history added.

8:25-3.4 Nutrition and meal service

(a) Food provided by the camp shall be of sufficient quantity and nutritional quality to provide for the dietary needs of each child.

(b) The current week's menu shall be posted in the food preparation area. Food substitutes shall be noted on the menus in writing. After use, the menus shall be kept on file for the period of the camping season.

(c) Mealtimes shall be scheduled to meet the children's needs and spaced so there are no excessively long periods without food. At least three meals shall be provided each day in a resident camp.

(d) Meals shall be prepared and served in an appetizing and sanitary manner. Meals shall be prepared as close to serving time as possible.

(e) Facilities shall be provided to maintain potentially hazardous food, as defined in N.J.A.C. 8:24-1.3, at or below 45 degrees Fahrenheit for storage when foods are brought into camp by a child or staff member. If such facilities are not provided, notification shall be made to the parents or guardian to limit the child's meal to exclude potentially hazardous foods.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on nutrition and meal service recodified from 3.3; (e) added.

SUBCHAPTER 4. SAFETY

8:25-4.1 General provisions

Written emergency procedures shall be provided at a camp for emergency evacuation, fire, natural disasters, serious accident, illness or injury, and a lost camper. Each member of the camp staff shall be informed of his duties in case of an emergency. Fire and emergency drills shall be conducted at least once each camp period or every two weeks, whichever is more frequent.

8:25-4.2 Dangerous substances

Containers for gasoline and similar products, herbicides, insecticides, rodenticides or any material which might be hazardous shall be labeled and stored in a locked building not occupied by campers or staff. This building shall be located at a safe distance from occupied quarters.

8:25-4.3 Fire-fighting equipment

Regularly serviced fire extinguishers meeting the requirements of the Fire Underwriters Association shall be strategically placed and easily accessible. Each fire extinguisher shall be inspected prior to the opening of camp and at periodic intervals thereafter for proper care and maintenance.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Stylistic changes.

8:25-4.4 Fire safety

(a) A statement shall be obtained from the local fire authority or the State Fire Marshall certifying that the camp is in compliance with local and State fire regulations.

(b) The camp shall also conform to the Forest Fire Laws of New Jersey, N.J.S.A. 13:9-19, which states:

"In any district for which firewardens have been appointed under provisions of this chapter, no person shall set fire to or cause to be set on fire in any manner whatsoever; or to start fires anywhere and permit them to spread to forests, thereby causing damage to or threat to life or property, either accidentally or otherwise, directly or indirectly, in person or by agent, or cause to be burned, waste, fallows, stumps, logs, brush, dry grass, fallen timber or any property, material, or vegetation being grown thereon, or anything that may cause a forest fire, without first obtaining the written permission of the department (New Jersey Department of Environmental Protection, Division of Parks and Forestry). Within the designated protection area this requirement supersedes any law, rule, regulation or ordinance inconsistent therewith. No such permission shall be granted if, in the department's opinion, any forest will be endangered thereby; or if it violates the air pollution statutes; nor shall any such permission, if granted, relieve or exonerate any person from any penalties provided by this chapter, if by reason of such wildfire, any forest be burned."

(c) Tents shall be made of fire-retardant fabrics.

(d) All permanent structures used as sleeping quarters shall be equipped with a smoke detecting device. This standard shall take effect January 1, 1981.

As amended, R.1979 d.199, eff. June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Statutory quotation updated in (b).

8:25-4.5 Vehicle transportation

(a) Any youth camp that provides, or arranges for the provision of, transportation for children to or from their homes and other prearranged sites and the youth camp; and/or in connection with an activity (such as a field trip) conducted by or through the auspices of the youth camp; and any person or agency other than the youth camp that provides or arranges for the provision of transporting children to or from their homes and a youth camp for compensation shall adhere to the following provisions:

1. All vehicles used for the transportation of children shall be registered in accordance with the applicable rules of the New Jersey Division of Motor Vehicles (DMV) and shall be capable of passing the appropriate motor vehicle inspection. Operators of motor vehicles shall be properly licensed for the type of vehicle being operated.

2. Any youth camp, person, or agency, as defined in (a) above, also shall comply with all applicable provisions of the New Jersey Division of Motor Vehicles (DMV) law, N.J.S.A. 39:1-1 et seq. and the rules promulgated thereunder, as specified in N.J.A.C. 13.

3. The youth camp may authorize staff members and/or parents of enrolled children to utilize their own private passenger vehicles to transport children from the youth camp to and from scheduled field trips, outings, or any off site trips; however, staff members and/or parents may be authorized to do so only if:

i. The driver possesses a valid automobile driver's license recognized by DMV;

ii. The vehicle has a valid motor vehicle inspection sticker recognized by DMV;

iii. The vehicle owner possesses vehicle liability insurance at least at the minimum amounts required by New Jersey State insurance laws and rules, specifically, N.J.A.C. 8:25-4.7;

iv. The youth camp maintains transportation records on every vehicle utilized for the above, as specified in N.J.A.C. 8:25-4.7; and

v. The youth camp ensures that the driver and/or additional adults comply with established safety practices, as specified in N.J.A.C. 8:25-4.6.

4. Type I school buses shall meet specifications prescribed by New Jersey Department of Education rules, as specified in N.J.A.C. 6:21-5, and that were applicable at the time the bus was manufactured.

5. Type II school buses manufactured prior to April 1, 1977 shall meet the specifications prescribed by New Jersey Department of Human Services rules that were applicable at the time the bus was manufactured.

6. Type II school buses manufactured after April 1, 1977 shall be painted in the color of uniform national school bus yellow and meet the specifications prescribed by New Jersey Department of Education rules, as specified in N.J.A.C. 6:21-5.

(b) Exemption: Buses or any vehicle with a seating capacity of 15 or less, including the driver, which is solely used to transport children to or from summer camp from May 15 to September 15 of any year, are exempt from the "S2" designated license plates, color of uniform national school bus yellow, and warning lights, pursuant to N.J.A.C. 39:3-19.3.

As amended, R.1979 d.199, eff. June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on vehicles and drivers deleted; new text on vehicle transportation added.

8:25-4.6 Vehicle-related safety practices

(a) Any vehicle used in the transportation of children as specified in N.J.S.A. 8:25-4.5 shall be maintained and operated as follows:

1. Children shall never be left unattended in a vehicle.

2. Children shall be accepted and discharged from the curbside of the vehicle.

3. The interior and exterior of each vehicle shall be maintained in a clean and safe condition, with clear passage to operable doors.

4. All vehicles that are utilized to transport children under 18 months of age shall be equipped with car seats (child passenger restraint systems) that meet Federal motor vehicle safety standards, in accordance with provisions of DMV, pursuant to N.J.S.A. 39:3-76.2a, and shall be secured in the restraint system when the vehicle is in motion.

5. The driver shall not transport more persons, including children and adults, than the designed occupancy of the vehicle as indicated by the manufacturer.

6. All passengers shall be seated and shall remain seated when the bus or vehicle is in motion.

7. All passengers shall be secured in an operable seat belt, if provided, or proper restraint system, as specified in (a)5 above, when the vehicle is in motion.

8. At least one adult in addition to the driver shall ride with the 10 or more children being transported in any one vehicle to and from off site trips. At least one adult or counselor in addition to the driver shall ride with seven or more children under the age of six.

9. The driver shall conduct a daily check of the vehicle, which shall include all safety equipment, to ensure that the vehicle is in sound operating condition.

10. The driver shall conduct a check of the vehicle, after each run is complete, to ensure that no child remains in the vehicle.

11. A written policy between the parents or guardians and the youth camp shall be established to ensure that preschool children are discharged from the vehicle to a parent, guardian, or a designated person.

12. Emergency evacuation drills for Type I and Type II school buses shall be conducted at least once during each camping session.

New Rule, R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

8:25-4.7 Vehicle insurance and records

(a) Each youth camp or person providing transportation services, as specified in N.J.A.C. 8:25-4.5, shall secure and maintain vehicle liability insurance for bodily injury or death in minimum amounts of \$300,000 per person and \$500,000 per accident except for private vehicle specified in 8:25-4.5.

(b) The youth camp shall establish and maintain on file records of transportation routes to include the names of children transported, the name and address of each driver, a photostatic copy of his or her valid school bus driver's license, and also the name of contractor, if applicable.

(c) The youth camp shall maintain on file the name and address of the person(s) designated as the additional adult(s) and the license numbers of the school bus or vehicle(s) to which they are assigned.

(d) Documentation of emergency evacuation drills for all passengers who ride the Type I or Type II school buses shall be maintained in a log book containing the following information:

1. The date of the drill;
2. The number of passengers;
3. The time to evacuate the bus; and
4. The signature of the person conducting the drill.

New Rule, R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

8:25-4.8 Special requirements for physically handicapped, nonambulatory children

(a) For youth camps providing or arranging for transportation services for physically handicapped children who are nonambulatory, the following additional vehicle requirements shall be met:

1. A ramp device or a hydraulic lift shall be provided with a lift minimum pay load of 600 pounds.
2. Wheelchairs shall be securely fastened and face forward.
3. The arrangements of the wheelchairs shall not impede access to the emergency or exit door.
4. If a ramp device is installed, it shall have a nonskid surface, be securely stored and protected from the elements when not in use, and have at least three feet of length for each foot of incline.
5. Seat belts or other restraints approved by DMV shall be installed for each passenger, including those seated in wheelchairs.
6. Any aisle leading from a wheelchair position to the emergency or exit door shall be a minimum width of 30 inches.

New Rule, R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

SUBCHAPTER 5. WATERFRONT SAFETY**8:25-5.1 Swimming areas**

(a) Swimming pools and bathing beaches shall conform to municipal ordinances, state statutes, and Chapter IX of the State Sanitary Code, entitled, "Public Recreational Bathing" (N.J.A.C. 8:26), except as where otherwise specified in this subchapter.

(b) The permanent swimming area of a resident camp or a day camp shall have a delineation of areas for nonswimmers, intermediates, and swimmers, in accordance with the standards of the American Red Cross, YMCA or Boy Scouts of America.

Amended by R.1991 d.269, effective May 20, 1991.
See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text in (a) deleted and replaced with new text; (c) deleted.

8:25-5.2 Waterfront staff

(a) The lifeguard supervisor in any camp or any place where camp activities are conducted, who supervise swimming or watercraft programs shall be currently certified in American Red Cross Lifeguard training or in YMCA Lifeguarding or Boy Scouts of America Lifeguarding or its equivalent.

(b) The lifeguard in any camp or in any place where camp activities are conducted who supervise wading, swimming or watercraft programs shall be currently certified in American Red Cross lifeguard training or in YMCA lifeguarding or in Boy Scouts of America lifeguarding or its equivalent.

(c) When non-instructional swimming activities are in progress, the lifeguard supervisor shall be in attendance supervising the program. Watercraft activities shall be supervised in accordance with the provisions of N.J.A.C. 8:25-5.4(b).

(d) The lifeguard supervisor and one lifeguard shall be on duty for 30 or fewer children in the water. One additional lifeguard shall be on duty for every additional 30 children or fraction thereof.

(e) During instructional swim, one lifeguard shall be on the deck for every 2,000 square feet of surface area of the pool in use at all times. One additional guard shall be on deck for every additional 2,000 square feet of surface area or fraction thereof.

(f) Swimming pools having a maximum depth of 36 inches and having a maximum swimming area of 500 square feet shall be supervised by one lifeguard with the assistance of two adult leaders for 20 or less campers in the water. One additional lifeguard and one additional adult leader shall be on duty for each additional 20 campers or fraction thereof.

(g) Off site swimming activities shall only be permitted at designated public bathing facilities provided that prior notification is given to the operator of the designated bathing facility. Upon arrival, the camp shall notify the waterfront supervisors of the facility as to the size of the group, age range, and any physical handicaps of the campers.

1. If lifeguards are provided at the designated public bathing facility, the camp shall provide one adult lifeguard for the first 30 children in the water. One additional lifeguard shall be on duty for every additional 30 children in the water or portion thereof.

2. If lifeguards are not provided at the designated public bathing facility, the camp shall provide all lifesaving personnel as specified in (d) above.

As amended, R.1976 d.232, eff. January 1, 1977.

See: 8 N.J.R. 280(b), 8 N.J.R. 382(d).

As amended, R.1978 d.166, eff. May 22, 1978.

See: 10 N.J.R. 147(b), 10 N.J.R. 249(a).

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

In (c), added last sentence.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

"Aquatics supervisor" changed to "lifeguard"; text added at (e) on lifeguard coverage, and (g), on off-site swimming.

8:25-5.3 Swimming procedures

(a) Each camp shall develop a classification system to determine the swimming ability of each child arriving in camp as a nonswimmer, beginner or swimmer. Children shall be confined to the areas commensurate with the limits of their swimming ability or an area requiring lesser skills for which they have been classified. As a minimum, a child shall not be classified a swimmer unless the following skills are demonstrated:

1. Child is to jump in feet first, in water over the head, come to the surface, swim a distance of 25 feet, change directions, using different strokes, swim a distance of 25 feet, stop and float or tread water for one minute. This requirement does not apply during swim instructional session.

(b) A method of supervising and checking bathers shall be established and enforced. Recommended methods are the check or buddy board, the buddy system, the colored cap system or any combination of these. The system used shall be supervised during swimming periods by a member of the aquatics staff and checks shall be conducted not less than every ten minutes. A written "lost swimmer" plan shall be established and all staff shall know exactly what

their duties are in case of an emergency at the waterfront. A "lost swimmer" drill shall be held at least every two weeks.

(c) Swimming is prohibited at sites other than the permanent camp waterfront without prior approval of the camp management.

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

In (a) added N.J.A.C. 8:25-5.1(b) citation.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Specification of swimming ability classification added.

8:25-5.4 Watercraft

(a) Watercraft activities shall be conducted during daylight hours. A Type I, II or III foam-filled Personal Flotation Device (PFD) approved by the United States Coast Guard shall be provided for and worn by each occupant of a watercraft.

1. A nonswimmer shall not be permitted in a sailboat or canoe unless accompanied by a lifeguard.

(b) Watercraft activities shall be supervised as follows:

1. For camp boating on lakes, tidal waters and ponds, a lifeguard shall patrol and supervise the areas on a paddle-board capable of supporting two adults or in a lifeboat equipped with a ring buoy or similar device with a minimum of 25 feet of rope that shall be attached. An adult shall observe the activity from a vantage point on the shore or on the water.

2. Boating activities on rivers and streams shall be supervised by an adult with demonstrated boating experience. A lifeguard shall also patrol and supervise the trip in a boat equipped with ring buoy or similar device with a minimum of 25 feet of rope that shall be attached.

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Added new (b) and recodified old (b)-(c) as (c)-(d).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Watercraft activities and supervision further specified; (c) and (d) deleted.

SUBCHAPTER 6. SANITATION

8:25-6.1 General provisions

(a) A campsite shall be located on land that provides good natural drainage or be properly drained. Children shall be protected from hazardous areas such as traffic, cliffs, sinkholes, pits and abandoned excavations. These areas shall be guarded or posted to eliminate the possibility of accidents.

(b) A camp building shall comply with applicable local building, plumbing, electrical and similar codes.

(c) A tent used for sleeping and living purposes which remains in one location for more than two weeks shall be provided with a floor which is level, easily cleaned and in good repair.

(d) Sleeping quarters shall be convenient to toilet facilities. A room arrangement shall not be such that access to a sleeping room is only by going through another sleeping room, bathroom or water closet compartment.

(e) Mattresses used in sleeping quarters for campers shall be covered with an impervious material which can be washed, rinsed and sanitized. All mattress covers shall be sanitized prior to the start of camp and as often as necessary during the season. This standard shall take effect January 1, 1982.

(f) Where bed pillows are also supplied by the camp, they shall meet all of the requirements of N.J.A.C. 8:25-6.1(e). This standard shall take effect January 1, 1982.

As amended, R.1979 d.199, eff. June 1, 1979.
See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

8:25-6.2 Heating

(a) Heating equipment when supplied, shall be capable of maintaining a temperature of at least 68 degrees Fahrenheit at a point three feet above the floor, when the outside temperature is 0 degrees Fahrenheit. An accurate thermometer shall be provided. A portable heating device or space heater shall not be used.

(b) Fireplaces, hot water and steam radiators and pipes shall be shielded to prevent burns.

8:25-6.3 Lighting, ventilation and screening

(a) The minimum total window or skylight area measured between stops for every habitable room shall be 10 percent of the floor area of such room. Forty-five percent of this minimum window or skylight area shall be openable.

(b) During fly season each door, window and other opening to the outside used for ventilation purposes of a building occupied by campers shall be supplied with a screen of not less than 16 mesh. Each screen door shall swing outward and have a self-closing device in working condition.

8:25-6.4 Sewage disposal

(a) Any toilet or receptacle for human excrement shall be constructed and maintained so that flies cannot gain access to the excremental matter contained therein and such excremental matter shall at all times be prevented from falling over or upon the surface of the ground and shall be prevented from gaining access to any of the waters of the State. This provision also applies to wastes resulting from water closets, laundry tubs, washing machines, sinks, dishwashers or any other source of water-carried wastes of human origin or containing putrescible material.

(b) All sewage disposal shall be in accordance with the provisions of the Standards for the Construction of Individual Subsurface Sewage Disposal Systems (N.J.A.C. 7:9-2) and the New Jersey Water Pollution Control Act Regulations (N.J.A.C. 7:14) promulgated by the Department of Environmental Protection and any other applicable rules and regulations.

As amended, R.1983 d.186, effective May 20, 1983.
See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).
Added (b).

8:25-6.5 Solid waste disposal

All garbage and other solid waste shall be stored and disposed of in such manner that flies and rodents are not attracted or furnished breeding places, or that air pollution will be created. Solid waste shall be removed from camp as required by local regulation, but not less than twice a week. Solid waste disposal shall be effected in accordance with the Rules of the Solid Waste Administration (N.J.A.C. 7:26) promulgated by the Department of Environmental Protection and any other applicable rules and regulations.

As amended, R.1983 d.186, effective May 20, 1983.
See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Section title changed from "garbage" to "solid waste". Deleted burning and burying requirement and added disposal shall be in accordance with N.J.A.C. 7:26.

8:25-6.6 Toilets, lavatories and showers

(a) Conveniently located and properly designated toilet facilities shall be provided for each sex. Where flush type toilets are employed, waste shall be disposed of in accordance with local requirements. Properly constructed and located privies or chemical toilets may be permitted. In resident camps, one toilet or privy seat shall be available for every 10 female occupants of the camp. In resident camps occupied by males and where urinals are used, one toilet or privy shall be provided for every 15 occupants and one urinal or equivalent for every 30 occupants. Toilets shall be supplied at all times with toilet tissue. Hand washing facilities shall be provided in close proximity to toilets, privies or urinals.

(b) Day Camps shall provide one toilet seat for every 20 persons, or if an all male camp, one toilet seat and one urinal or the equivalent for every 30 persons.

(c) The use of a common towel shall not be permitted. Means shall be provided to enable the use of showers by campers as well as by camp staff. Showers shall be supplied with hot water. The floors, walls and fixtures of showers shall be constructed of durable and easily cleaned material. The shower requirement does not apply if campsite is operated as a day camp.

8:25-6.7 Food service, milk supply and water supply

(a) Rules concerning food service, milk and water supply include:

1. All food service and milk supply shall comply with Chapter XII of the State Sanitary Code, (N.J.A.C. 8:21-2) and (N.J.S.A. 26:1A-9).

2. The water supply shall comply with the provisions of the New Jersey Safe Drinking Water Act (N.J.S.A. 58:12A-1 et seq.).

(b) Drinking fountains, if provided, shall be constructed of impervious material and have an angle jet with a nozzle above the overflow rim of the bowl. The nozzle shall be protected by a nonoxidizing guard. The bowl shall be of easily cleanable design, without corners, and the bowl opening shall be equipped with a strainer. Wastewater from the bowl shall be discharged to a suitable drain by means of a pipe with a suitable air gap.

Amended by R.1979 d.199, effective June 1, 1979.

See: 11 N.J.R. 173(d), 11 N.J.R. 279(c).

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

DEP address deleted from (a).

8:25-6.8 Insect, rodent and weed control

(a) Rules concerning insects include:

1. Campsites shall be kept free from cans, jars, buckets, old tires and other articles which may hold water and provide temporary breeding places for mosquitoes. Mosquito control measures and supplemental larvicidal measures shall be undertaken by the owner when the need is indicated.

2. Fly breeding shall be controlled by eliminating the unsanitary practices which provide breeding places. Refuse containers shall be repaired or replaced when so damaged that they leak. The area surrounding the containers shall not be permitted to become littered with garbage nor saturated with waste liquid from garbage. All refuse containers shall be maintained in a clean and sanitary condition.

3. Insecticidal measures shall be applied if necessary.

(b) Rules concerning rodents include:

1. All buildings within the camp shall be rat-proofed, with special emphasis on those in which food is stored or served.

2. Storage areas shall be maintained in such a manner as to eliminate the possibility of rodent harborage.

(c) The growth of weeds within each campsite shall be controlled as a means toward the elimination of ticks and chiggers. Poison ivy, poison oak and poison sumac shall be controlled within each campsite.

(d) The application of pesticides shall be in accordance with the provisions of the New Jersey Pesticide Control Regulations (N.J.A.C. 7:30) promulgated by the Department of Environmental Protection.

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

Added (d).

8:25-6.9 Farm and domestic animals

(a) A horse or other farm animal shall not be permanently quartered within 100 feet of living quarters, kitchen or mess hall.

(b) Manure shall not be allowed to remain more than 24 hours at any location wherein or whereon horses or other domestic animals are kept. Fly repellent and other precaution shall be used to prevent such place or location from becoming an attraction for or breeding place for flies.

(c) Drainage from stables and temporary quarters for horses shall not be permitted to flow into a spring, stream or lake.

(d) A horse, dog or other domestic animal or pet shall not be permitted on a bathing beach or in the water in the area used for waterfront activities.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on swimming and bathing deleted; text on farm and domestic animals recodified from 6.10.

Former annotations from old section 6.9 Swimming and bathing follows:

As amended, R.1983 d.186, effective May 20, 1983.

See: 15 N.J.R. 467(a), 15 N.J.R. 918(b).

In (b)1., fecal coliform density changed from 2400 to 200. In (b)2., sampling of bathing waters changed from June, July and August of each year to two weeks while camp is in session or as determined by the Department or local ordinance. Also added requirement that bathing waters be in conformance with N.J.A.C. 7:9-4.

8:25-6.10 Maintenance

(a) A campsite shall be maintained in a clean, sanitary and safe condition.

(b) A roof, exterior wall, door, skylight and window shall be weathertight and watertight and shall be kept in sound condition and good repair.

(c) Floors, interior walls and ceilings shall be sound and in good repair and maintained in a clean and sanitary condition.

(d) All plumbing fixtures, water and waste pipes shall be maintained in working condition and kept clean.

(e) A water closet compartment, bathroom and kitchen floor surfaces shall be maintained so as to be reasonably impervious to water and to permit the floor to be easily kept in a clean and sanitary condition. Floor finishes should be of nonslip material. A floor shall be cleaned not less than once a day and kept in good repair.

(f) Recreational equipment, including playground devices, shall be inspected not less than once per week during the use season for defects and a permanent record of the inspection shall be maintained. Equipment shall be maintained in safe operating condition at all times.

Amended by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on farm and domestic animals recodified to 6.9; text on maintenance recodified from 6.11 with (f) amended to reflect specific inspection requirements for recreational equipment.

8:25-6.11 Certification fees

Under the authority of N.J.S.A. 26:12-6, the Commissioner of Health hereby establishes the annual certificate fee of youth camps at \$50.00 for a day camp and \$100.00 for a resident camp. Upon receipt of the appropriate fee, a provisional certificate or certificate of approval shall be issued by the Commissioner which shall be valid for a period of one year.

Amended by R.1982 d.476, eff. January 3, 1983.

See: 14 N.J.R. 119(a), 15 N.J.R. 33(a).

Amended by R.1991 d.269, effective May 20, 1991 (operative January 1, 1992).

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on maintenance recodified to 6.10; text on certification fees recodified from 6.12 and amended to reflect a fee increase.

Certification fees raised from \$20.00 to \$50.00 (day) and \$50.00 to \$100.00 (residential).

8:25-6.12 (Reserved)

Recodified by R.1991 d.269, effective May 20, 1991.

See: 23 N.J.R. 651(a), 23 N.J.R. 1665(a).

Text on certification fees recodified to 6.11.