

## **CAMPGROUND RULES AND REGULATIONS**

The parentheticals at the end of a provision relate to the American Camp Associations Standards, 2019 edition.

### **Camp and Facilities**

The Rental Fee does not provide for the exclusive use of the Camp and its Facilities. Bunk assignments will be based on guest numbers and 80% bunk usage. The Rental Agreement does provide for the exclusive use of reserved accommodations. There may be shared use of the following Facilities: swimming pool, meeting rooms, tennis courts, sand volleyball court, sports fields and dining hall. Use of Facilities must be reserved at least one month before Arrival Date and must be coordinated by Executive Director. Use of certain Facilities which require staffing by certified instructors may require additional fees.

Renter shall provide its own linens, bedding, blankets, pillows, and towels for its Participants.

All activities must be operated with qualified (trained and certified) staff members present and at the time specified for its use in this Agreement. The cabins assigned to groups are theirs for use through the dates and times set forth in the Rental Agreement. All Participants are restricted to their cabins, the dining hall (during assigned meal times), the meeting room and activity areas specified in the Agreement. (PD.41.1)

The use of the volleyball court, Ga-Ga Pit, tennis courts, basketball courts and playing fields are available for the group's usage at no additional fee. Use of these Facilities must be scheduled in advance with Executive Director. (PD.41.1)

The Climbing/Challenge Course, Archery/Riflery ranges, Houston Home Association Activities Center and the swimming pool are off-limits to all groups. These activities and activity areas are available at an additional cost. (PD.41.1)

Renter is responsible for and shall provide mature supervision of Participants for the entire time period of the Agreement. HSL has no responsibility for the supervision of Renter's minor or adult Participants, whether the Participants be in or outside of living quarters, day or night. Renter agrees to enforce a "no hazing, no bullying policy" while in Camp and shall take reasonable steps to prevent all forms of violent behavior, whether consensual or not, on the part of its Participants. This includes use of intimidation, threats of violence, etc. Renter agrees to maintain a curfew commensurate with age, not to exceed 12:00 am.

Renter is solely responsible for the supervision and the operation of its recreational activities.

HSL has a swimming pool available from May-September. No one shall enter any body of water (pool or river) without a qualified and approved lifeguard in the ratio of 1:25. A minimum of 3 lifeguards must be present to open the pool. Prior arrangements must be made with HSL so there are certified persons available who have:

- Been provided written regulations for instruction to orient the group members prior to participation. (PA.2)
- Current certification as a lifeguard by a nationally recognized certifying body or equivalent certification (ST.12.3) who is out of the water continuously watching over the activity. (ST.14.2)
- Current certification from a recognized provider in first aid (ST.7.1)
- Certification from a nationally recognized provider in age appropriate CPR/AED that includes the use of breathing devices (ST.7.2)
- The "buddy system" or other similar safety system to track swimmers must be implemented. (PA.5)
- Evaluation of the participants swimming ability must be implemented. (PA.6)
- Lifeguard rates are approximately \$30.00 per hour per lifeguard.

When campers are minors (under 18), Renter must provide the following (ST.35.1):

- 1 to 5 ratio of adults to minors when minors are 5 years old or younger
- 1 to 6 ratio of adults to minors when minors are 6-8 years old
- 1 to 8 ratio of adults to minors when minors are 9-14 years old

- 1 to 10 ratio of adults to minors when minors are 15-17 years old

It is advised that adult supervisors minimize the potential of being in a one-on-one camper to staff situation when out of sight of others (ST.36.2). It is recommended that two adult supervisors are present during “in” cabin time. (ST.35.3)

All staff members of Renter must be sixteen (16) years of age or older and at least two years older than the minors being supervised. (ST.35.4)

Please help us preserve our beautiful grounds by maintaining and protecting the plants and wildlife. This includes the preservation of annual and perennial plants, trees and shrubs, and to practice good conservation. Therefore, the following must be adhered to unless otherwise instructed:

- No digging, moving, or removal of stones
- No littering or dumping of trash
- No driving on service roads, see exception below.
- No cutting of timber or cutting trees.
- Cooking is only permitted in designated areas only, such as the dining hall kitchen or an established fire ring. Cooking is not permitted in the cabins or other camp buildings.
- Fires are permitted only in already established fire rings. Fires must never be left unattended. For safety, a bucket of water should be placed near the fire ring. Fires must be extinguished after use. The use of gasoline, kerosene, explosives, flammable liquids, candles, and poisonous substances are prohibited. This includes the use of pesticides.
- Tampering with fire extinguishers and/or smoke detectors is strictly prohibited (and a federal offense).

Beds in cabins are set up according to building capacity and Health Department regulations. Beds and mattresses shall not be moved to other cabins nor are they to be used outside. If beds and/or mattresses need to be rearranged, speak with the Executive Director prior to moving.

All buildings and activity areas are to be maintained in good repair, kept clean, safe and sanitary. Any maintenance/facility problems are to be immediately reported to the Executive Director so repairs may be made promptly. Renters shall not attempt their own repairs. (CR.5)

### **Medical/Emergency**

HSL does not provide medical supervision, treatment, maintenance, or dispensing of any medication. These responsibilities belong to Renter. (AD.43.1B) The nearest hospital is Peterson Regional Medical Center in Kerrville, Texas.

All medications (both prescription and OTC) must be stored under lock except when in the controlled possession of the person responsible for administering them. (AD.44.2) First aid supplies and equipment are the responsibility of Renter. (AD.43.1C)

The Group Representative must immediately notify the Executive Director of any emergency situations. This includes but is not limited to: fires, missing persons, medical emergencies or injuries and intruders. (AD.43.1D)

There are telephones available in most buildings that can be used to communicate between cabins as well as the health center. Camp telephones should only be used to call out in an emergency. It is suggested that Renter provide its own cell phone in case of emergency.

Emergency transportation is the responsibility of Renter and must be available at all times. If it is a life-threatening situation, call 911. (Remember that you will first need to dial a 9 to get an outside line if using a Camp phone.) Renter is required to make available at all times non-emergency transportation to and from the hospital. (AD.2) The physical address for HSL Hilltop site is: 170 Hilltop Camp Road, Comfort, Texas 78013.

Renter shall obtain all medical documents as required by law for each Participant upon arrival. This should include name, address, emergency contact information, a list of known allergies or health conditions requiring treatment, restriction or other accommodation while on-site and for minors a signed permission to treat or a signed religious waiver. (AD.44.1)

Renter is responsible for all first aid and emergency care. (AD.43.1A) It is advised that an adult member of the group with the following qualifications be on duty for emergency care: Age-appropriate CPR/AED certification from a nationally recognized provider, and for youth groups, first-aid certification from a nationally recognized provider. (AD.42.1). These certifications (front and back) must be available when at Camp.

### **Vehicles**

Upon arrival, vehicles are to be parked in the parking lot between the dining hall and middle gate. Service roads and fire lanes may only be used for loading and loading of gear only, and must remain clear at all times. Vehicles may not be driven down the "back road" to the Retirement Community without permission. (AD.4)

The use of "off-road" vehicles is prohibited. Campers may be transported via tractor and trailer when going to the climbing barn/challenge course. This vehicle will be driven by a HSL employee.

The speed limit on Camp property is 10 mph or less. This must be adhered to at all times.

### **Prohibitions**

Pets are not permitted on the Property when large groups are present, for the safety of our property and visitors. Pets are only allowed on an individual case by case basis. If allowed, the pet owner must clean up after the pet(s) inside units and outdoors. Pets must remain on a leash if other Renters are at the Camp.

The use of alcoholic beverages is prohibited unless specific arrangements have been made with the HSL office.

Smoking and the use of tobacco products is prohibited on the HSL property. This includes the use of e-cigarettes.

Weapons/fireworks of any kind are prohibited on HSL property. This includes guns, hunting items, large knives, and any type of fireworks. (AD.17)

The possession and/or use of controlled substances (including marijuana, other illegal drugs, and non-medical use of drugs) is prohibited.