

# Glossary

**administrative personnel:** Camp staff with supervisory and administrative responsibility, may include positions such as camp director, assistant director, business manager, food service manager, facilities manager or heads of programme areas.

**adult:** Any person 18 or older.

**adventure/challenge activities:** Activities requiring spotting and/or belays, including ropes courses, climbing, zip lines and other similar activities.

**AED (automated external defibrillator):** A portable device that checks a person's heart rhythm, determines if the rhythm is irregular and if so, gives the heart an electric shock to restore it to a natural state.

**aquatic activities:** Any activity, whether recreational or instructional, occurring in, or near the water.

**Accessibility for Ontarians with Disabilities Act (AODA):** Ontario legislation, covering mandatory accessibility standards that identifies, removes, and prevents barriers for people with disabilities.

**belay:** A safeguard technique used in climbing to provide fall protection to a climber.

**belayer:** The individual who passes the rope through the belay device, which increases friction and controls the rope during the act of the belay.

**camp or camping:** A sustained experience that provides a creative, recreational and educational opportunity in group living. It utilizes trained leadership and other valuable resources to contribute to each camper's mental, physical and social growth.

**camp director:** The individual on site who holds the primary overall responsibility for the administration of the programme operations and support services.

**camp staff:** Paid or unpaid staff hired, trained and directly supervised by the camp and who may be seasonal or year-round, full or part time.

**camper:** Generally refers to children, youth and adults who participate in the camp experience.

**counsellor-in-training (CIT):** Campers in leadership training programmes. Can also be referred to as leader-in-training (LIT).

**day camp:** Sessions vary in length. The programme is operated and staffed by the camp, and the supervision of individual campers is a camp responsibility. The camper goes home to a parent or guardian each night, except for an occasional overnight.

**family camp:** Sessions operated and staffed by the camp for parents and their children. Parents and guardians are on site and have frequent contact and can make decisions on behalf of their children. Sessions may vary in length and could be part of a user-group's programme.

**food handlers:** Food service staff and who regularly prepare and may serve food.

**hand-washing facility:** A supply of soap and fresh water, suitable for washing. It does not necessarily imply running water and may include the availability of waterless hand sanitization products.



Camp Cherith Ontario

**health care:** A general term that includes first aid, medication management, and provision of prescribed medication treatment and health practices as described in the health care policy and procedure. Camp health care includes prevention and wellness practices.

**health history:** An annually updated record of one's past and present health status that is completed by the individual or by the parent/guardian if a minor.

**health personnel:** Persons employed to perform health-related functions duties. May include Regulated Health Professional (RHP) or Unregulated Care Provider (UCP) staff.

**high ropes:** An element installed at a height that requires a participant to be connected to a life safety system. Support and safety is provided by using some type of belay and safety ropes and by wearing appropriate helmet and harness.

**human powered boats:** These include canoes, kayaks, sailboats, sailboards, windsurfers and rowboats are not required to be licensed. These vessels must comply with Transport Canada's Safety Regulations.

**in-service training:** Refers to training that occurs during the camp season while the camp is in operation.

**initiative activities:** Activities that provide participants with the opportunity to enhance problem solving, teamwork and community building skills.

**lifejacket:** A floatation device approved by the Ministry of Transport designed to turn an unconscious person from face down to face up in the water, allowing them to breath.

**lifeguard:** A staff member who holds a National Lifeguard Certification or equivalent (approved by the Medical Officer of Health).

**low ropes:** A challenge course activity usually less than 45 cm (18 inches) above the ground, where the participant is spotted if needed to limit risk and where the use of a belay system is not required.

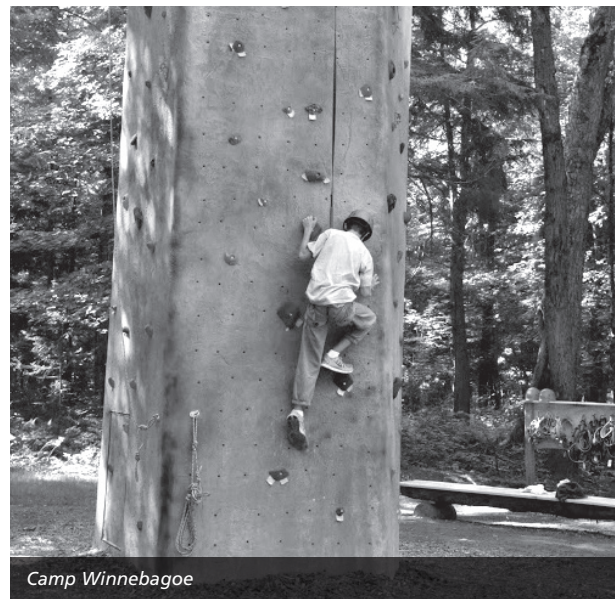
**overnight camp:** Sessions vary in length. The programme is operated and staffed by the camp, and the supervision of individual campers is a camp responsibility. Campers stay overnight, and camp is responsible for campers 24 hours a day. Tripping and travel camp programmes are types of overnight camps that may not have a home base location. Such programmes run as an extension of overnight camps or may be an exclusive tripping or travelling camp, specializing only in tripping, travelling or touring programmes.

**participant:** All persons involved in the camp operation including staff, campers and groups.

**personal floatation device (PFD):** A device approved by the Ministry of Transport designed for flotation and to keep a conscious person's head out of the water in calm conditions.

**Personal Information Protection and Electronic Documents Act (PIPEDA):** Federal privacy law for private-sector organizations. It sets out the ground rules for how businesses must handle personal information in the course of commercial activity.

**personal water craft:** Also called water scooter, is a recreational watercraft that the rider sits or stands on. They have an inboard engine driving a pump jet that has a screw-shaped impeller to create thrust for propulsion and steering.



Camp Winnebago

**pleasure craft:** Is a vessel that is used for recreation and does not carry passengers. For the purposes of this definition, a “passenger” is a person who has paid a fee to be transported in a commercial vessel. A “guest” does not need to pay a fee. Campers and Staff are currently deemed to be passengers within a summer camp operation.

**Pleasure Craft Operator Card (PCO card):** A required licence for anyone operating a power-driven (under 9.9 HP) small commercial vessel and carrying six passengers or less.

**Regulated Health Professional (RHP):** May include Nurse Practitioner (NP), Registered Nurse (RN), Registered Practical Nurse (RPN) or Medical Doctor (MD): Licensed Physician.

**rentals:** Sessions vary in length. Rentals are groups or programmes that rent or lease the camp’s facilities, and perhaps some services, to operate their own events, camp programmes or retreats. Rental groups may include other camps, clubs, youth groups, individuals and outdoor education programmes run by other groups (3rd party) or specialty programmes that operate their programmes at a camp’s facility. The camp may be contracted for some staff and services such as lifeguards or food service, but the primary responsibility for the participant’s supervision and general programming is with the rental group.

**short-term programmes:** Programmes and operational services that are operated and staffed primarily by the camp outside the summer season (September to June). Sessions vary in length. The programme is operated and staffed by the camp, and the supervision of individual participants during camp programmes is primarily a camp responsibility. Supervision of the participants during non-programmed times or overnight may be the responsibility of third parties or by the camp. These may include educational programmes (school groups), weekend retreats, skill-training weekends and family camp programmes. The camp staff for these programmes are sometimes supplemented by adults from the participating groups.



Camp Can-Aqua

**small commercial vessel:** All non-pleasure vessels that are less than or equal to 15 gross tonnes and owned by a camp, which is a business, corporation, association or organization, and is used to transport to 12 passengers at any time on camp business is a small commercial vessel. All small commercial vessels powered by an engine of 10 horsepower (7.5 kW) or more must be properly registered with Transport Canada.

**Unregulated Care Provider (UCP):** May include First Aider (students in a nursing programme; certified first aid certificate holder), paramedics, regulated health care providers who are not licensed or certified to practise in Ontario. This class may use the terms Health Care Assistant /Aid, First Aider, or similar title. They may not use the term “nurse”.

**volunteer:** Individuals that assume the role and responsibilities of staff without pay. If volunteers assume this responsibility, they should meet the minimum age and requirements as recommended for that position and should be treated as staff members. All OCA standards relating to staff apply to camp volunteers.