

SACRAMENTO STATE **AQUATIC CENTER**

A PROGRAM OF ASSOCIATED STUDENTS, INC.



Summer Camps and Youth Programs Parent Handbook

Programs Supported by:



Welcome to the Sacramento State Aquatic Center Boating Safety Camps and Youth Programs!

Thank you for choosing the Sacramento State Aquatic Center Summer Camp or one of our excellent youth programs! We are excited to spend some time with youth this season and are looking forward to a great camp or youth group experience!

This handbook is designed to let you know what to expect and help you prepare for your week(s) of camp or day visiting the Aquatic Center. The Aquatic Center Summer Camp and Youth Group Field Trips are held at the Sacramento State Aquatic Center at Lake Natoma. The Sacramento State Aquatic Center is a cooperative operation of the Associated Students Inc. of California State University, Sacramento, the University Union of Sac State, California Division of Boating and Waterways, and the California Department of Parks and Recreation.

With the mission to provide high quality boating and safety programs through education, recreation, and competition, we hope you'll enjoy the experience!

Sacramento State Youth Protection Program

INTRODUCTION

Youth programs are initiatives designed to engage young individuals in various activities that promote personal growth, skill development, and community involvement. These programs often focus on education, leadership development, health and wellness, arts, and social responsibility.

Opportunities may include workshops, mentorship, sports, and volunteer projects, aiming to empower youth and equip them with tools for success. Local organizations, schools, and community centers typically offer these programs, providing resources and support to help young people realize their potential and positively contribute to society. Sac State Risk Management aims to promote Youth Programs operated and controlled by the University and Associated Students Inc. to ensure the safety of all involved.

POLICY STATEMENT

It is the policy of California State University, Sacramento (Sacramento State) to mandate the safety, protection, and well-being of all members of the campus community and visiting members of the public, including Youth on campus. Sacramento State has zero tolerance for the abuse or mistreatment of minors (hereinafter referred to as "Youth").

Sacramento State establishes the minimum requirements to provide oversight and training for all approved programs and activities, both on and off-campus, in which children under eighteen (18) years (Youth) participate. All Youth Programs shall be designed, created, and operated in compliance with state and federal law as well as this policy and related procedures, including Executive Order(s) of the Office of The Chancellor.

WHOM THE POLICY APPLIES:

This policy applies to all Faculty, Staff, volunteers, and students of the university, University Auxiliary organizations, university-affiliated organizations, and outside organizations regardless of the funding source, including individuals and entities with contractual relationships with the university. The Protection of Youth applies to all involved or participating in activities, programs, camps, and educational and special events on and off campus.

WHY THE POLICY IS NECESSARY:

This university is dedicated to maintaining a zero-tolerance for abuse in all university-connected activities where Youth may be present. This policy is necessary to ensure a safe environment for Youth by implementing a University culture and program that is committed to the protection of Youth; To preserve and abide by federal and California State law, including Mandated Reporting of Child Abuse and Neglect ([CSU Executive Order \(EO\) 1083](#)) for reporting requirements as they pertain to Suspected Child Abuse or Neglect; To protect the University from liability; and to protect its students, faculty, staff, and administration from false allegations of impropriety. Compliance with this policy establishes a framework of reasonable precautions to protect the safety and well-being of Youth and the reporting obligations should an incident occur.

Sacramento State Risk Management Minors on Campus Visitor Form

As we are an auxiliary of California State University – Sacramento, the Aquatic Center must follow all safety protocols for Minors on Campus. As an effort to ensure safety of all visiting youth, all visiting youth organizations, groups, and schools will be requested to complete the university’s [Risk Management Minors On Campus Visitor Form](#). This [form](#) must be completed prior to your event. Adult chaperones involved in the program/event who have contact with minors will need to bring a valid Driver’s License/Photo ID to clear a [Raptor Background Check](#). We thank you for ensuring the safety of all future young boaters.

Sacramento State Summer Youth Aquatic Camp (Programing takes place at Lake Natoma)

Sacramento State Aquatic Center offers summer camps for children 7-17 years old.

- Basic Boating Camp
- Sailing Camp
- Rowing Camp
- Paddle Camp
- Adventure Camp

Summer Camp Agenda:

8:00am-8:30am	Advised Parent Drop Off
8:30am-Lunch	Instruction Begins
11:00am-11:30am	Lunch Break A Groups
11:30am-12:00pm	Lunch Break B Groups
12:00pm-3:00pm	Afternoon on the Water Activities
3:00pm-3:30pm	Debrief, Derig and Put Equipment Away
3:30pm-4:00pm	Advised Camper Pick-Up

Daily activities vary based on the camps your child is enrolled in. You can find a daily schedule of your campers’ activities at the check-in and check-out tables. If you have questions about your campers’ daily activities, please feel free to contact us at (916)278-2842 #9.

We are unable to give out registration information regarding minors. If you are looking to register your child with a friend, please check with their parent or guardian to confirm what camp the other child is signed up for.

Sacramento State Youth Groups and Field Trips (Programing takes place at Lake Natoma)

Sacramento State Aquatic Center offers boating safety education field trips for youth groups and schools.

Activities can include any of the following boating areas:

(dependent on what the group leader or teacher selects and availability)

- Kayaking
- Canoeing
- Stand-up Paddling
- Sailing
- Windsurfing
- Outrigger Canoe
- Rowing
- Boating Safety
- Youth Team Building (WET) Water Enrichment Training

Each youth group, organization and school must complete the university's [Risk Management Minors On Campus Visitor Form](#) prior to their event.

Each participant in the Youth Group will need their parent or legal guardian to fill out the Aquatic Center's Waiver Packet. **No one will be permitted to participate without signed waivers!**

Parent chaperones are not included in the Youth Group activities. Chaperones are to rent kayaks, canoes, and stand up paddleboards on an hourly rate and prorated every 15 minutes. Please note that equipment rentals are conducted on a first come, first served basis and cannot be reserved. Everyone 18 and over must have a **physical photo ID** and we will hold onto this as well as **one set of car keys** as a deposit for the entire time you are out on the water. Everyone wishing to rent must also create an account for our rental software using the following link: <https://asi.perfectmind.com/SocialSite/MemberRegistration/MemberSignIn> . We have waivers on site for everyone to sign. More information regarding Equipment Rentals can be found at <https://www.sacstateaquaticcenter.com/equipment-rentals> .

Helpful Items to Bring:

- Sun block
- Refillable water bottle
- Bathing suit, t-shirt and short/clothes okay to get wet
- Aquatic shoes with a heel strap (Tevaz/Chacos type shoes) **Shoes must be worn at all times as bare feet are not permitted!**
- Hat or visor
- Beach Towel

On the day of your event, group leaders and chaperones will need to check in with the Front Office and turn in all participant waivers. Participants will be greeted by our Boating Safety Instructors and will direct you to your groups reserved facility. Instructors will go over rules and expectations before starting activities. All participants will be given properly fitted PFD's (Personal Flotation Devices) for the duration of the group's reservation.

Youth Programs Boating Safety

Boating Safety is the primary focus of what is taught to your children while attending our camps and youth programs. The Aquatic Center Youth Boating Programs is supported by [California Department of Boating and Waterways](#). The California Boating safety exam and Boater card for family members can also be found at [Boating Safety Classes and Courses \(ca.gov\)](#). Campers will learn how to capsize and rescue themselves in every vessel. We will also teach the California Boating and Waterways [10 Aqua Smart Lessons](#):

1. Learn to Swim!
2. Wear a Life Jacket!
3. Learn to Float!
4. Learn to Rescue Safely!
5. Look Before You Leap!
6. Don't Overload Your Boat!
7. Stay With Your Boat!
8. Learn the Boating Rules of the Road!
9. Alcohol, Drugs, and Boating Don't Mix!
10. Keep Our Waterways Clean!



Our Youth Program Staff:

Our skilled and friendly staff have been interviewed and carefully selected for their background, education, and experience. Prior to employment, every staff member is required to pass a third-party pre-employment background check and be fingerprinted for FBI and State of California DOJ criminal background checks and tracking. Every staff member is certified as an American Red Cross Lifeguard, a high-level professional certification that exceeds camp industry standards. Instructors and counselors have completed a US Powerboat Safe Boat Handling course and waterski and wakeboard instructors hold a California For Hire license and are USA Wakeboard/Waterski Association instructor qualified. Boating safety instructors have been trained using the national governing bodies standards from US Sailing, American Canoe and Kayak Association, and US Rowing.

Camper Safety:

Effective risk management for youth programs involves identifying potential hazards associated with activities, ensuring proper staff training, conducting background checks, implementing safety protocols, and regularly reviewing and updating policies. All Aquatic Center Staff have received training in risk assessment, emergency response, and child protection regulations to create a safe environment. Establishing clear communication channels with participants and their families, as well as maintaining appropriate supervision ratios further enhances safety and minimizes liability, allowing for positive experiences and development opportunities for youth. Should there be any concern of misconduct, please report it immediately to the Sacramento State Aquatic Center Director.

All Aquatic Center staff will be identified by a specific color shirt they are wearing

- **RED SHIRTS** - Boating Safety Instructors
- **BLUE SHIRTS** - Boating Safety Assistants (Counselors in Training)
- **GREEN/GREY SHIRTS** - Customer Service Staff (Dock Masters and Front Office Staff)
- **GREY/TAN SHIRTS** - Facilities Staff

Campers will be required to visit the restrooms, office, and cubbies in groups of 3.

We expect our staff to respect the Aquatic Center safety standards established to protect campers and ensure healthy relationships during camp, and outside camp as well. Current and former Aquatic Center Staff and volunteers are not authorized to contact youth individually via text, email, social media, phone calls, or any other electronic communication. Please report any inappropriate behavior to the Program Director.

The Aquatic Center phone number is (916)278-2842 #9. This phone line will be answered during business hours.

Free online training for third-party youth group leaders can be found: <https://mandatedreporter.ca.com/>. We do not request training certificates for third-parties, we expect that they manage this on their end, but there are resources out there for those contacts.

Age Requirement

Campers must be ages 7-17 to participate. Some camps have additional age minimums and maximums, such as a minimum age of 10 for sailing, or a minimum age of 14 to be a Counselor in Training (C.I.T.). Please be sure to be familiar with the age requirements listed on our [website](#) for your activity.

Basic Boating Camps – Groups by Age

- 7 years old Guppies Basic Camp
- 8 years old Starfish Basic Camp
- 9 years old Turtles Basic Camp
- 10 years old Dolphins Basic Camp
- 11 years old Seals Basic Camp
- 12 years old Stingrays Basic Camp
- 13-17 years old Sharks Basic Camp

Specialty Camps

- 10-17 years old Sailing Camp
- 12-17 years old Rowing Camp
- 12-17 years old Paddle Camp
- 13-17 years old Adventure Camp

Swimming Requirement and Assessment:

To participate in Basic Boating Camp, campers must be water safe and able to swim. There will be a swim assessment on the first day of camp consisting of swimming approximately 50 meters followed by demonstrating treading water comfortably. The assessment is performed on the dock area and is meant to determine your camper's comfort in the water. There is no specific stroke or time limit for the assessment. Every camper must participate in the swim assessment to ensure they are water safe. If your camper is unable to complete their swim assessment, they will be unable to participate, and you will be given a refund for the week of camp. **Every camper is required to wear a US Coast Guard Approved Personal Flotation Device (PFD) when participating in activities!**

Physical Requirements

The activities offered at the Aquatic Center Boating Camp require swimming, walking or running over rough or uneven surfaces, involve exposure to cold water, sun, wind, sand, lakeweed, lake current, wildlife, and other outdoor elements. The campers should also be able to lift their own weight. Campers will learn to capsize each vessel and do a self-rescue. We encourage all children to participate.

If campers have needs that require special consideration, parents must contact the Program Supervisor at least 7 days in advance of attendance so we can ensure the availability of necessary staff and equipment.

Life Jackets

All campers are required to wear a properly fitted US Coast Guard Approved life jacket (PFD – personal flotation device) at all times when participating in activities, regardless of age or swimming ability. Lifejackets will be provided to all campers each day of camp. If your camper has a properly fitted US Coast Guard Approved life jacket that they would prefer to use, they can bring that with them each day. We recommend that you label your campers' lifejacket with their full name before sending it to camp with them.

Youth Scholarships

The Aquatic Center has two types of scholarships and financial assistance programs available. Support is contingent upon the availability of funds, the level of need and is on a first come first served basis. We cannot guarantee or predict the availability of funds.

CA Division of Boating and Waterways Scholarships and Financial Assistance

California State Parks Division of Boating and Waterways offers scholarships for basic non-competitive boating safety education. Scholarship funding can be used to partially fund the cost of an individual or specific group of students.

The Aquatic Center received grant funding from Boating and Waterways for the following programming:

Youth Group Field Trips

The primary intent of the Financial Assistance program is to minimize the financial barrier and enable schools with few or no resources to visit the Aquatic Center and benefit from our boating/water safety program. Support is contingent upon the availability of funds, the level of need and is on a first come first served basis. We cannot guarantee or predict the availability of funds.

Only non-profit schools or youth programs who fall into one of the following categories will qualify:

- Those schools receiving funding for low income children through the State of California (Title I)
- 40% or more of the student body qualifies for free or reduced meals.

Please fill out the [Youth Programs Financial Assistance Application](#) and return to the Aquatic Center Front Office.

Basic Boating Youth Camps

The Aquatic Center awards financial assistance for our Youth Boating Basic Camp for those who would not be able to attend boating safety education. Support is contingent upon the availability of funds, the level of need and is on a first come first served basis. We cannot guarantee or predict the availability of funds.

Please fill out an [Summer Camp Financial Assistance Application](#) to be considered for financial assistance. This application must be complete and returned to the Aquatic Center Associate Director with a current W2 and a statement explaining the circumstance of the financial hardship from the parent/guardian. Please mask your social security **number or at least the first 6 numbers. The Aquatic Center will not hold level 1 data.**

Philip Moncrief Summer Camp Sailing Scholarship

The Sacramento State Aquatic Center is proud to offer the Philip Moncrief Sailing Camp Scholarship. Philip Moncrief was a strong supporter of the Sacramento State Aquatic Center and generously left a portion of his estate to benefit our programs, leaving a scholarship for our Sailing Camp. The primary intent of the Philip Moncrief Sailing Camp Scholarship is to award campers between the ages of 10-17 with an interest or

passion in sailing to benefit from our boating safety and sailing instruction. Please fill out the [Philip Moncrief Sailing Camp Scholarship Application webform](#) to be considered for the scholarship.

To learn more about Philip Moncrief, please visit our [website](#).

Your First Day of Camp Where to Meet

Summer camp meets at the Sacramento State Aquatic Center 1901 Hazel Ave. Gold River CA 95670. The Aquatic Center is located next to Nimbus Dam and Nimbus Flat State Park.

Camp Check-in

Each day, campers will check in with their staff instructors at their camp's table. **Each camper must be signed in each morning by their legal parent or guardian or by an adult listed on your [authorized carpool form](#).**

Monday morning check in will be 7:30am – 8:30am. Tuesday-Friday check in will be from 8:00am – 8:30am. Please be patient when waiting for your child to be checked-in. We need to check in every child individually to make sure they are properly placed in their group. We try to be as fast and efficient as possible; however, you should still allow extra time on Monday morning.

On the first day of camp, please remember to bring your completed [Summer Camp Packet](#). Make sure that your summer camp packet is filled out **completely**. **The release and Waiver must be signed and emergency phone numbers, contacts and medical information must be complete.** Please let us know if your child has any allergies or medical conditions we should be aware of. These notes should be included in the camper packet. Epi Pens and Inhalers, if needed, should be labeled. Please attach a recent photograph of your child to the front of the packet in the provided space – this helps the staff identify all of the campers. Following Monday check in, campers will receive a complimentary T-shirt and camp photos will be taken for camp gifts. Camp photos will be given out at the end of the camp week.

Campers will sail and paddle to various locations around Lake Natoma throughout the week. Most camp activities occur away from the Aquatic Center, so please plan to pick up/drop off your camper(s) in the scheduled windows. If you need to pick up/drop off outside of the normally scheduled times, our office staff has limited ability to get your camper to or from their group. If you need to pick up or drop off outside the normally scheduled times, we ask that you plan to do so when campers are scheduled to be onsite at lunch from 11:00am-12:00pm. In the case of an emergency, efforts will be made to achieve an early pick up if necessary.

Camp Check-out

At the end of each day, campers will need to be signed out with their staff instructors at their camp's table. **Each camper must be signed out each afternoon by their legal parent or guardian or by an adult listed on their authorized carpool form.**

Pick up is **NOT** permitted between 3:00pm-3:30 pm.

We want to ensure all the equipment is put away and campers have gathered all their personal belongings.

Ice cream will be available for sale to campers for \$1.00-\$3.50 between 3:30pm-4:00pm.



Drop off and Pick Up Procedures:

To ensure the safety of all participants, parents and guardians are required to sign their children in at drop-off and sign them out at pick-up. Children cannot leave the Aquatic Center without a parent or guardian's signature. For participants who drive themselves or ride a bike, they must sign themselves in and out at the beginning and end of the program, this requires written parental permission to check themselves in and out. This procedure helps maintain accountability and security for all minors involved. If your child is in a carpool for your week of camp, please fill out the [Aquatic Center Camp Carpool Permission Form](#).

1. Participants and parents/legal guardians are required to adhere to the protocols established for the designated areas within the Youth Programs drop-off/pick-up zones to uphold the safety and security of everyone involved.
2. Upon arrival, staff members will be stationed at the Aquatic Center Check In circle to receive participants and assist parents and guardians.
3. Aquatic Center staff will supervise the drop-off circle.
4. If a participant is being dropped off late, it is the parent/guardian's responsibility to walk the participant to the Aquatic Center Front Office to ensure that they are signed in and a supervisor takes them to their assigned group.
5. Participants will only be released to a parent, legal guardian, or authorized adult on the carpool form.
6. Please park in the Aquatic Center outer parking lot and walk to the designated pick-up and drop off circle to sign in and sign out participants.
7. Please be prompt when picking up your camper. If for any reason you are late for pick up, please call the Aquatic Center front office (916)278-2842 #9.

Campers are not allowed to leave on their own or wait at the front of the Aquatic Center alone.

This is for their safety!

Parking:

The Aquatic Center Parking can be very busy at the pick-up and drop off times, and we do everything we can to make the process as convenient as possible. Please park in the Aquatic Center outer parking lot and walk to the designated pick-up and drop off circle and please sign out every child you are bringing or picking up. Please only park your car in a designated parking spot. **DO NOT PARK OR LEAVE YOUR CAR UNATTENDED IN THE LOADING ZONE OR ANY RED FIRE ZONE OR YOU MAY BE CITED. Nimbus Dam Road should remain clear at all times!**

Please be patient and follow the instructions of staff who will help facilitate the pickup/drop off process.

What to bring:

Your camper will need to show up to camp each day ready to get wet! We will provide all of the necessary items a camper will need for their activity. There are items that a camper is required to have, items that are recommended to have, and items you should NOT bring to camp. We recommend that you label all items that you bring with your name and phone number. All camper belongings will be stored in our Camp Cubbies. Each camp will have designated shelves labeled for camper belongings.

Required Items:

- Sunscreen - Please be sure campers arrive at camp with sunscreen already applied and extra to reapply throughout the day.
- Swimsuit and Towel
- Refillable water bottle
- A lunch (No refrigeration or microwave will be available). We recommend a small ice chest, labeled with their name.
- Aquatic shoes with a heel strap (Teva/Chaco type shoes recommended. Flip flops and bare feet are not permitted!)
- T-shirt and shorts
- Sweatshirt for cool mornings
- A backpack big enough to hold all of your items (Please label bags with their name)
- Any medications needed during camp (please see Youth Programs Supervisor)

Recommended Items:

- A hat or visor
- Sunglasses with floaties or a neck strap
- Change of dry clothes
- Snacks (please see Lunches/Snacks below)
- \$1.00 - \$3.50 for ice cream (sold daily after camp)
- Lip balm with SPF (Please do not use oil-based chap sticks i.e. Carmex, Aquaphor)

What NOT to Bring to Camp

Be sure to keep all personal and valuable items to a minimum while attending camp. We are not responsible for any lost, stolen, or broken items.

The following items are prohibited at camp:

- Electronics** (video games, iPods, etc.)
- Expensive or fragile items (jewelry, toys, etc.)
- Weapons or sharp objects (pocket knives, etc.)
- Water guns, water pistols or water balloons
- Non-Coast Guard approved PFDs or water toys
- Drugs and/or alcohol
- Items that will be damaged by water



*** iPhones and other expensive electronics are especially susceptible to theft and loss, and should be properly stowed if brought to camp. Phones are not allowed during camp except in urgent/emergency situations. If you need to get a hold of your camper during camp hours please call our office at 916-278-2842 #9. ***

Sunscreen

Sunscreen is an important part of camp safety. Our staff works hard to ensure that campers reapply sunscreen throughout the day. Please take time before camp to reinforce the importance of sunscreen and be sure to apply sunscreen over all exposed skin. Parents/guardians should provide 50+ SPF sunscreen with broad spectrum UVA/UVB protection. Spray style lotion is preferred by camp staff in helping facilitate application. Please be sure campers arrive to camp with their first layer of sunscreen already applied!

Lunches/Snacks

Summer campers will need to bring lunch (lunchbox style) every day. No refrigeration or microwave will be available. We recommend a small ice chest, labeled with their name. We also ask for no sharing of food brought from home as we need to ensure children with food allergies are safe. The Aquatic Center does not provide any food, snacks, or drinks for purchase so please send your camper with adequate snacks and beverages.

At the end of the day, Ice cream will be available for sale to campers for \$1.00-\$3.50 between 3:30pm – 4:00pm.

Lost and Found

We do our best to prevent campers from losing items by keeping them safely stored in their backpacks in our Cubbies. You can help reduce the chances of lost belongings by:

- Labeling all belongings with your camper's name and phone number
- Only bringing necessary items and an adequate bag or backpack to carry them
- Leaving important, sentimental, or irreplaceable items at home
- Not wearing jewelry

Should your camper lose something at camp, the lost and found rack is located by the summer camp shelves. We sweep the area and move items to lost and found at the end of each day. If you cannot find something in lost and found on the day it was lost, please check again the following few days. Unclaimed items will be donated to charity after two weeks.

Medical Concerns

For Sac State Aquatic Camps, it's crucial to be aware of medical concerns such as allergies (especially food allergies), asthma, diabetes, and mental health issues, including anxiety and depression. Helpful notes to the instructors for behavior modifications are greatly appreciated. Additionally, please note any injuries or limitations related to physical activities, the need for medications (like inhalers or epinephrine auto-injectors). Please include all necessary information on the medical consent form in the camper packet. For example, if your camper needs to carry an inhaler, we can provide a life jacket with pockets for safe storage.

Medication Management

Participants requiring medications during their stay must check in all prescribed and over-the-counter medications with program staff upon arrival, ensuring that these medications, except for emergency rescue medications, are in their original containers and securely placed in a zip-top bag labeled with their full name and date of birth. Program staff will ensure that medication bags are secured and accessible to participants according to the [Medication Management Form](#) instructions while refraining from handling the medications or offering guidance on their use. Participants are responsible for consulting their parents or guardians if they are uncertain about dosages or timing. Staff will provide reminders for medication times but will ultimately return all medications to the participant's parents or guardians at the end of the program.

Please ensure that each [Medication Management Form](#) is filled out in detail, specifying the exact dosage, timing, and method of administration for each medication. This information is crucial for the proper management and safety of the child's health.

Family Night Thursday:

The Aquatic Center invites family, guests and campers to participate in Thursday Afternoon Free boating for the week that your camper is enrolled here at the Aquatic Center. Campers will show you what they have learned at the Aquatic Center during their week of camp. Family members may participate by going canoeing, kayaking, and windsurfing with their child and enjoy our inflatable W.E.T. Course. Sailing will only be for sailing camp campers. Frozen refreshments provided by Hagen Freeze.

Afternoon Agenda:

- 3:30pm – Sign your camper(s) out of camp, fill out your waiver, and check in with Aquatic Center staff to get your wristband and PFD.
- 3:45pm – Campers & guests enjoy free boating on Lake Natoma.
- 5:15pm – Sailors and paddlers start heading back to the docks.
- 5:30pm – All summer camp boats off the water.
- 6:00pm – Parent & guest afternoon activities conclude.

Parents: Please remember to wear a bathing suit and prepare to get wet! Life jackets are required for all activities.

***We realize many working parents and guests may have a difficult time with this schedule due to work commitments. We apologize, unfortunately we must adhere to this schedule due to our adult classes and programming. Thank you for your understanding.*

*Family Night Thursday will only be offered Weeks 1-9 of camp. Spring Break, Hello Summer, Patriotic, and So Long Summer will not have Family Night Thursday. ***



Campout (Offered Weeks 2, 4, 6, and 8):

An overnight Campout immediately following Family Night Thursday is offered Weeks #2, #4, #6, and #8 ONLY. Campers enrolled in that week of camp can be registered for Thursday night campout. Immediately following Family Night, campout will include a spaghetti dinner, sunset paddle on the lake, s'mores and other fun activities. Campers will then get to sleep under the stars on the lawn and wake up to participate in another fun filled day of camp. The campout also includes a homemade pancake breakfast and Friday afternoon pizza. The campout is optional and is an additional cost per camper.

What to bring for Campout

- Sleeping bag
- Pillow
- Towel
- Clean clothes for Friday (or Friday theme day)
- Toothbrush
- Toothpaste
- Hair brush
- Warm dry clothes for Thursday evening
- Pajamas

Please note that all campers are responsible for their personal belongings! We highly recommend you label your camper's supplies with their first and last name.

Agenda:

Thursday morning

- 8:00am – Campout campers will drop off their campout supplies at the designated racks in the AC Boathouse.

Thursday evening

- 5:30pm – Clean up from Family Night. Parents sign participating campers into Campout and campers receive a wrist band. Campers will grab their supplies from the Boathouse and set up their sleeping bags in their designated areas.
 - Guppies and Starfish (7-8 years old) campers will store their campout supplies under the designated tent as they will set up their sleeping bags under the Rental Kiosk tent.
 - Turtles – Adventure campers will set up their sleeping bags on the main turf after being checked in.
 - Girl campers will set up their sleeping bags facing the smaller turf
 - Instructors will set up their sleeping bags in the middle of the turf
 - Boy campers will set up their sleeping bags facing the lake
- 5:45pm – Spaghetti Factory Dinner will be served to Overnight Campers
 - (Dietary needs will be accommodated)
- 7:00pm – Leave for Sunset Paddle trip down the lake
- 8:15pm – Paddlers return to the Aquatic Center
- 8:30pm – S'mores & games
- 10:00pm – Prepare for bed
- 10:30pm – Lights out

Friday

- 7:00am – Wake up and clean up and put away campout supplies
- 7:30am – Pancake breakfast
- 8:00am – Sunblock and get ready for the day's activities
- 8:30am – Start the day's activities

Campout Safety Measures

Staff are responsible for overseeing the daily implementation and operation of the ASI AC Overnight CAMP. An Aquatic Center Staff Member will be assigned as overnight security that will stay awake overnight. Instructors and Youth Programs Supervisor will be onsite throughout the entirety of Campout

Emergency Information

Emergency Action Plan

In compliance with California State University *Executive Order (EO) 1056* which guides campuses on developing and maintaining an emergency management program (Building Emergency Action Plan) that will be activated in the event of an emergency. A Building Emergency Action Plan (BEAP) is a safety plan in which faculty, staff, students, and guests need to follow in the event of an emergency. This plan is a supplement to the comprehensive Sacramento State Emergency Operations Plan.

In the event of an emergency, Aquatic Center staff will notify the Front Office of the emergency. If deemed necessary, the Front Office will call 911 and Aquatic Center Management will notify the parent or legal guardian. Incident Reports will be filled out by all staff involved in the situation and documentation will be given to the Aquatic Center Director.

In the event of an evacuation, please follow the instruction of the Aquatic Center Staff. The meeting point for evacuations is located in the outer parking lot along the bike trail near the entrance from Hazel Avenue. Boating Safety Instructors and Staff will be responsible to ensure proper head count of participants.

Protocols for Injury/Illness (at camp)

In the case of any injury/illness, staff will assess the seriousness of the injury/illness to ensure appropriate treatment.

If your camper becomes ill while at summer camp, they should immediately notify their Instructor. They will be taken to the Front Office and our staff will call the parent/ guardian. If you are unable to pick up your child, they will be allowed to rest in the office until pick up.

For minor injuries (e.g. first-degree burns, scrapes, cuts, etc.), participants will be treated onsite as authorized by the parent/legal guardian's signed Medical Consent Form. A aquatic center staff member will call the parent/legal guardian to notify them.

In the case of an emergency, 911 will be called. This will dispatch CA State Parks and the University Police Department (Sac State PD). The parent/legal guardian will be notified right away. The parent/legal guardian must be available, via an emergency contact, to pick up the participant should that be required.

Any of the following conditions would be considered an **EMERGENCY**:

- Loss of consciousness, disorientation, lack of coordination, and/or slurred speech (especially following a head injury)
- Severe and/or uncontrollable bleeding
- Partial or full amputation of a digit or limb
- Fracture with deformity and /or bone exposure
- Seizure
- Wheezing or facial swelling associated with an allergic reaction or insect bite/sting
- Animal bite
- Chest pain/pressure or unusual shortness of breath lasting more than 3 minutes

Program Directors will [report](#) the injury/illness to Risk Management Youth Protection within 24 hours of the incident.

Protocols for Injury/Illness (at home)

If your camper becomes injured or ill in the days leading up to camp and will be unable to attend, medical emergencies will be considered for a refund within 14 days of the camp. A medical note from a doctor is required and the Aquatic Center must be notified in writing prior to the class that you cannot attend due to a medical emergency. A [refund request web form](#) and medical note must be submitted within 30 days of the class or camp.

You should self-screen your campers daily to meet the following health parameters prior to attending camp:

- The answer must be NO to the following screening questions:
 - Has your camper(s) had any of the following symptoms:
 - Cough • Shortness of breath or difficulty breathing • Fever • Chills • Muscle Pain • Sore throat • New loss of taste or smell • Nausea • Vomiting • Diarrhea
- Temperature check – No fever of 100°F or greater in the last 24 hours without medication
- No observed symptoms of illness

Additionally, if your camper tests positive for COVID after attending camp, please notify our office at (916)278-2842 #9.

Communication Protocols

In the event of an emergency, we will use the emergency contact information provided in your camper packet. If your child is involved in an incident or accident during the camp or group activities, a staff member will call the parent/legal guardian to notify them and a completed Incident/Accident Report for Parent/Guardian Form will be sent home with your child to document the occurrence.

If you need to get ahold of your camper during the camp day, please call our Front Office at (916)278-2842 #9.

The following section outlines the conduct expectations of all participants of this program. Please share this expectation(s) with your youth participant:

Youth Camp and Group Rules, Regulations and Policies for Disciplinary Action and Dismissal:

All campers have the responsibility to conduct themselves in a way that supports a fun and safe camp environment. Campers must respect the rights of all individuals, including fellow campers and staff. To ensure a safe and inclusive environment, we will not tolerate any behavior that may take away from other camper's potential enjoyment of camp. Bullying (physical, verbal, or cyber-bullying), hazing, and irresponsible behavior are not acceptable and will not be tolerated. We train our staff to recognize and deal effectively with such behavior.

A. Offenses calling for immediate dismissal from the camp with no refund of money include:

1. Possession of any weapon or dangerous instrument. (May include but not limited to firearms, knives, or any other sharp object).
2. Physical assaults or any act that shows substantial threat to harm or endanger the safety of others.

(NO FIGHTING OR ROUGH-HOUSING OF ANY KIND IS PERMITTED!)

3. Sexual harassment, sexual abuse, and other sexually inappropriate conduct.
 4. Any violation of the [University Anti-Discrimination Policy](#) .
 5. The inappropriate use of camera, imaging and other digital recording devices, including smart phones, tablets and mobile devices, in showers, restrooms, lock rooms and any other areas where privacy is expected by participants.
 6. Any substantial threat to destroy property, or use of equipment without permission from the camp instructor.
 7. Possession or consumption of alcoholic beverages or drugs.
 8. Disrespectful behavior will not be tolerated!
- B. Disciplinary action will be taken against students for:
1. Misbehaving, disrupting the class or bothering fellow students.
 2. Abusing and/or not taking care of proper equipment.
 3. Not listening to the instructor and not following instructions.
- C. Procedures taken following dismissal:
1. The student/camper will be escorted to the office.
 2. A camp supervisor will call the parent and tell them the situation, ask them to come pick up the student/camper.
 3. The student will not be allowed to return to camp.
- D. Procedures for disciplinary action:
1. There will be one verbal warning to the student/camper.
 2. If the student continues the same behavior, they will be asked to sit out of the lesson.
 3. The student will only be allowed back into class when they ask to return, and the problem has been and is recognized, acknowledged, and resolved.
 4. There is no specific time period the student must sit out – it is up to the student and instructor.

Aquatic Center Rules and Regulations

1. Life jackets are required at all times when on the water or on the docks.
2. Dock Fights and water wars or pushing other children are not allowed on the docks at any time.
3. No running! Please walk for your own safety.
4. Do not feed or chase the geese!
5. All students must wear summer sandals (Teva type shoe) with a heel strap. Bare feet are not permitted!
6. No throwing or skipping rocks allowed.
7. Sunscreen must be applied in the morning, at lunch time and throughout the day as needed. Rash Guards are strongly encouraged
8. DRINK A LOT OF WATER! T-TEST (Tinkle Test) – in an eight-hour day every child must go “potty” at least four times to ensure their hydration.

****Please review the Youth Camp Rules, Regulations, and Policies for Disciplinary Action and Dismissal with your campers and sign before they attend camp. ****

Participants who violate University and Aquatic Center policies or rules may be dismissed and removed from the program.

Child Abuse Reporting Obligations

Sac State has steps to ensure that all youth program staff are aware of their responsibility to report known or suspected child abuse, but it is also important for participants and their parents/guardians to report suspicious behavior.

If you see something, say something!

If you or your child become aware of known or suspected child abuse on our campus or involving program staff or participants, please report it immediately to the University's Police Department by calling **916-278-6000**, when outside of campus, call **911**.

Sacramento State Campus Policies

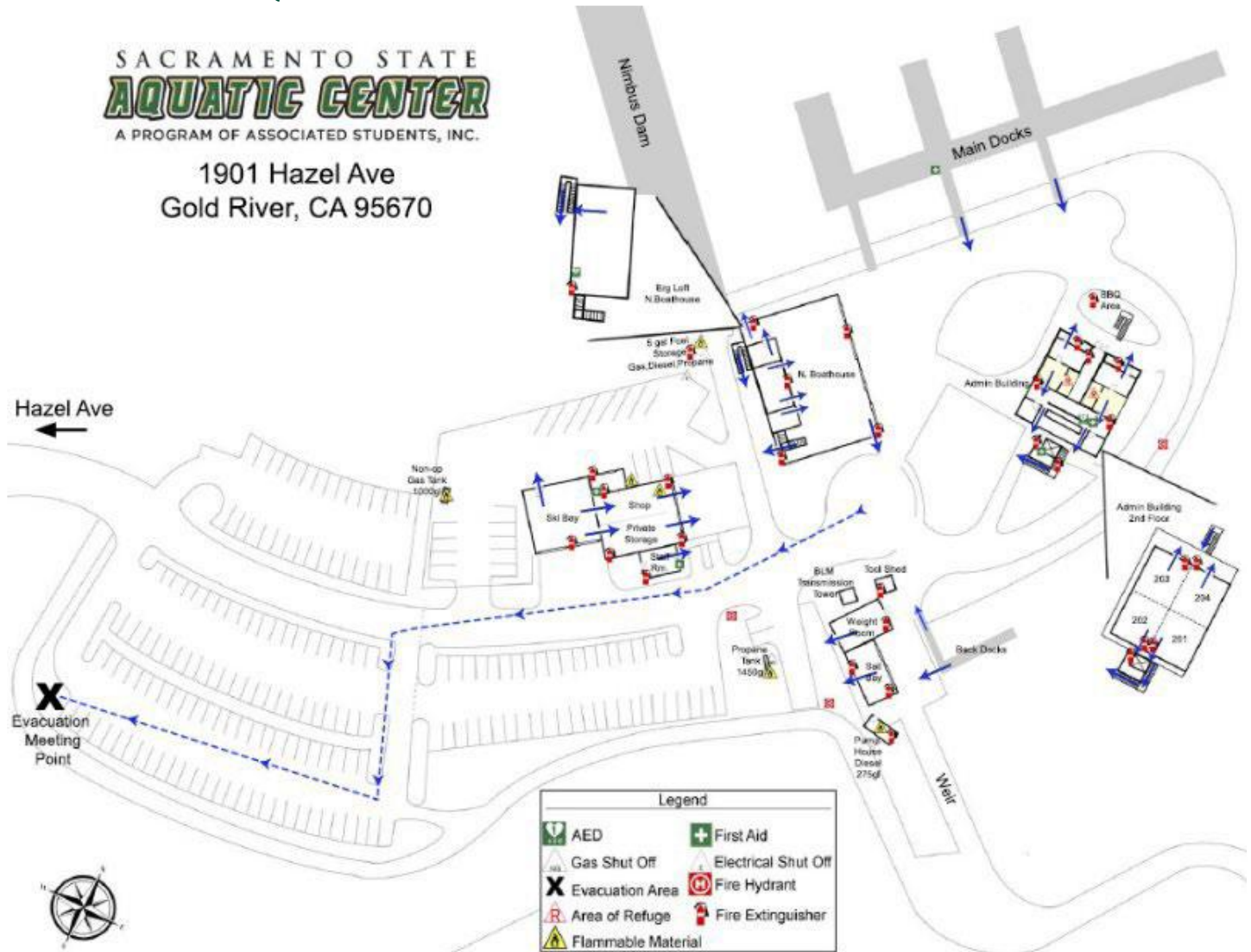
[Youth Protection for Children Under 18 - Sacramento State Policy # 13764066](#)

[Executive Order 1083](#)

[Alcohol Beverage and Drug Policy](#)

[Student Code of Conduct](#)

SACRAMENTO STATE AQUATIC CENTER EMERGENCY EVACUATION MAP



Location of Sacramento State Aquatic Center (next to Nimbus Dam)



Lake Natoma Traffic Pattern

Lake Natoma Rowing Traffic Pattern

Normal Traffic Pattern Rules:

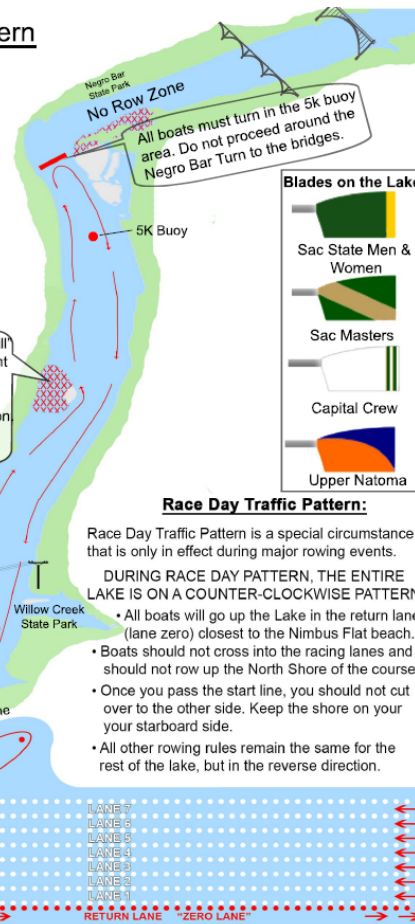
Read the entire map carefully for additional safety and navigational information.
 See the expanded views below for additions and exceptions to these rules on race days and when the race course is installed.
 Rowing boats are not allowed on the lake unless there is at least 200 meters of visibility.
 You must be able to see the opposite side of the lake.
 Rowers use a clockwise pattern. Stay as far left as practicable and keep the shore close to the port side of your boat at all times.
 • When traveling up the lake stay on the North Shore. • When traveling down the lake stay on the South Shore.
 Overtaking boats should pass to the right (towards the center of the lake). The overtaking boat is responsible for making a safe pass and must give way or slow down as necessary.
 Be aware of your surroundings at all times, Lake Natoma is host to a variety of other boaters, swimmers and users who will not be aware of the rowing traffic pattern and "rules of the road".

Race Course Rowing Rules:



If some or all of the buoy lines for the 2000 meter race course are installed, then the following rules apply.
 The traffic pattern remains clockwise and boats should stay to port. Slower boats should still stay closer to shore and faster/ passing boats should go towards the center/starboard.
 • Lanes 1-4 are for rowing down the course from the start line to the finish line.
 • Lanes 5 is a buffer zone and should be left open.
 • Lanes 6-7 are for rowing up the course from the finish line towards the start.
 These rules remain the same even if only some of the buoy lines are installed.
 If only one buoy line is installed, then it is considered the center line of the lake and the normal traffic pattern applies.

No Passing of boats at "Texas hill" island. This is the narrowest point in the traffic pattern. Watch for boats coming in the opposite direction and use extreme caution. DO NOT ROW ON THE WEST SIDE OF THE ISLAND.



Race Day Traffic Pattern:

Race Day Traffic Pattern is a special circumstance that is only in effect during major rowing events.
DURING RACE DAY PATTERN, THE ENTIRE LAKE IS ON A COUNTER-CLOCKWISE PATTERN.
 • All boats will go up the Lake in the return lane (lane zero) closest to the Nimbus Flat beach.
 • Boats should not cross into the racing lanes and should not row up the North Shore of the course.
 • Once you pass the start line, you should not cut over to the other side. Keep the shore on your starboard side.
 • All other rowing rules remain the same for the rest of the lake, but in the reverse direction.

When the lake is congested with other users **REDUCE SPEED** in the last 1000 meters of the course. **NO POWER PIECES.**

Camp Refund and Transfer Policy

- Cancellations made less than two weeks (14 days) prior to the camp are not eligible for a refund.
- Cancellations made two weeks prior to your scheduled camp must submit a [refund request web form](#).
- This [web form](#) must be received by the Aquatic Center 14 days prior to the camp to be eligible for a refund.
- Minimum of \$100.00 deposit per child, per camp is required for all registrations.
- Full payment is due 7 days prior to camp start.
- Camps are cancelled if minimum enrollment is not met.
- Transferring camps may be made if the request is received at least 5 working days before your scheduled camp/ You must call our office to transfer. DO NOT SUBMIT a refund request form.
- There is a \$10.00 fee for all transfers.
- There is a \$25.00 fee for all refunds.
- There are no make-up sessions if you miss a day of camp and no refunds will be issued.
- Medical emergencies will be considered for a refund within 14 days of camp. A medical note from a doctor is required and the Aquatic Center must be notified in writing prior to the class that you cannot attend due to a medical emergency. [Refund request web form](#) and a medical note must be submitted within 30 days of the class or camp.

Camp Transfers

Please call our front office at (916)278-2842 and press 9 to speak to a customer service representative during our operating hours and they can assist you in transferring. Please DO NOT register your child for the camp you wish to transfer to. You must call our office to transfer. Our youth camps are very impacted and we may not have spots in other sessions of camp to be to transfer your child. If you are claiming a spot off the waitlist and wish to unenroll your current registration for the waitlist spot, you must call the office.

Youth Group Refund and Transfer Policy

Aquatic Center programs are not confirmed until assigned contract and deposit or a purchase order are received. Total program fee (or the P.O.) must be received by the Aquatic Center no less than one week before the scheduled program date.

Program Number Changes

Changes in the number of participants must be made two weeks prior to the scheduled event in order to arrange for appropriate staffing. If participant number changes are made less than two week, they client will be held responsible for the original program fee, plus the fees for additional participants.

Program Cancellations

- A \$25.00 administrative fee will apply to all cancellations
- Cancellations made three weeks (21 days) prior the scheduled event are entitled to a refund.
- Cancellations made between one and three weeks (7 to 20 days) prior the scheduled event will forfeit the program deposit amount.
- Cancellations made within one week (7 days) of the scheduled event will forfeit the entire program fee.
- We reserve the right to cancel or reschedule a program due to safety concerns. Such cancellations will not result in forfeiture of fees.

Extreme Weather

Our camps are designed to operate outside. In the event of adverse weather, regularly scheduled activities may be canceled or modified. In the case of rain or other conditions that may prevent the ability to hold outdoor programming, you will be notified of the cancellation of activities. Please have a backup plan ready in the case of cancellation.

Wind

15 knots+	Sailboats not permitted on the lake
20 knots+	Rowing shells not permitted on the lake
25 knots+	Paddle craft not permitted on the lake

Weather

5-mile radius for lightning and thunder – all boats off the lake and water instructions must pause for at least 30 minutes after

Water-Air Temperature

Students should not practice capsizing drill or be in the water if the combined air and water temperature is below 110°F.

Lake Contaminates

Any sewage reported – all boats off lake

Air Quality

When air quality is unsafe for staff, students, renter and the public the AC will close.

Air Quality Index (AQI)	Color	Description	Practice/Competition Restriction Recommendation
0-50	Green	Good	Air quality is satisfactory and air pollution poses little or no risk
51-100	Yellow	Moderate	Air quality is acceptable, however student-athletes with respiratory illnesses should be closely monitored
101-150	Orange	Unhealthy for sensitive groups	Those student-athletes with respiratory illnesses should be removed from outside activity
150-200	Red	Unhealthy	Those student-athletes with respiratory illnesses should be removed from outside activity. All other student-athletes should be closely monitored
201-300	Purple	Very Unhealthy	ALL student-athletes should be removed from outside activity
>300	Maroon	Hazardous	ALL student-athletes should be removed from outside activity

Lake Closures

The first core value of the Aquatic Center is to assure the public a safe environment. For this the lake will be closed on occasion for safety reasons. If this happens, a supervisor will make the call whether or not the lake will be closed. The Sac State Aquatic Center will close access to our docks and the water front in the following conditions:

WATER RELEASE GUIDELINES SET BY CALIFORNIA STATE PARKS

The following procedures will be in effect when water release from the Folsom and Nimbus Dams exceeds 7,000 CFS and is below 20,000 CFS.

1. All AC launching must be approved by manager and logged with the front office.
2. The GO Dock Is Closed to all launching
3. Launching can also take place at the back docks and/or beach.
4. For rowing only fours, quads, and eights will be allowed on the water and must have a safety launch.
5. All launches must have 2 (two) personnel, 1 (one) driver + 1 (one) safety/rescue on board and they must be wearing visible PFDs (Type III or V). (+18,000 CFS)
6. All launches must have all safety/rescue equipment on board (PFDs, throw ring, throw rope, blankets, backboard, first aid kit, Nextel/cell).
7. On water emergencies - always contact the front office at (916) 278-4052 Or (916) 393-0911 AC EMS Only Line.

Aquatic Center Water Flow Operations Guidelines

7,000+ CFS Check with the front office on weather, wind condition, fog, and predicted water flows. Lake Access is restricted for novice paddlers and rowers. Contact Rowing Manager for approval.

10,000 CFS Aquatic Center Closes Go Dock

15,000 CFS Small rowing shells allowed for experienced/competitive/approved rowers by Rowing Manager only

18,000 CFS Aquatic Center Closes SAC Dock. No Boats other than 4 and 8 and Outrigger must be accompanied by a safety launch.

20,000 CFS Lake Natoma Closed to All Boaters Willow Creek to Nimbus Dam

30,000 CFS Lake Natoma Closed to all boaters

The Aquatic Center reserves the right to close access to the lake when conditions such as flow and weather effect safety. These restrictions are subject to change by Aquatic Center and/or California State Parks.

Feedback

We love to hear from our campers and parents. Please feel free to contact us at any time to provide feedback. You will receive a camp evaluation after the end of your camp week. We encourage you to let us know how we did by completing this short survey. Your feedback is instrumental in shaping future camp programming and operations.

Should you have any issues or concerns, the Front Office is located in the main admin building next to our rental kiosk and across the main turf. Our email is aquaticcenter@csus.edu and our phone number is 916-278-2842 #9.

Required Youth Camps and Youth Group Forms

[Camper Information Packet](#)

[Liability Waiver for Sacramento State Aquatic Center Youth Camps](#)

[ASI Photographic, Visual, Audio, Image Release](#)

[Rules and Regulations Acknowledgement](#)

[Medical Consent Form](#)

[Summer Camp Carpool Form](#)

[Liability Waivers for Youth Groups](#)

Other Helpful forms

[DBAW Youth Programs Financial Assistance Application](#)

[DBAW Summer Camp Financial Assistance Application](#)

[Philip Moncrief Summer Camp Sailing Scholarship Application](#)

Sacramento State Aquatic Center

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