NEW JERSEY DEPARTMENT OF HEALTH CONSUMER, ENVIRONMENTAL AND OCCUPATIONAL HEALTH SERVICE PUBLIC HEALTH FOOD PROTECTION PROGRAM P.O. BOX 369, TRENTON NJ 08625-0369 609-826-4935

vouth.camps@doh.ni.gov

REPORT OF INSPECTION

Youth Camp Safety Standards

Assignment No. 18641

YES 🗌

NO \boxtimes

			youtii.ca	IIIP	<u>swuon.nj.y</u>	<u> </u>					, .cc.g			-		
CAN 195	MP ID		CAMP NAM SunFun D		Camp		ACTIVITY TYPE INSPECTION				VALUAT ATISFA					
CAN	IP OWNER					PHON	E NUME	BER	E-M	AIL						
City	y of Engle	wood				201-568-4372 men			nerle@cityofenglewood.org							
STREET ADDRESS					CITY	CITY ZIP			C	OUNTY						
130	W. Engel	wood Av	renue			Engle	wood		076	531	В	ergen				
MAI	LING ADDR	ESS				CHAN	GES				PI	REVIOUS	INFORM	ATION		
San	ne															
CAN	IP DIRECTO	OR NAME			HEALTH DI	RECTO	RNAME	1	FOC	OD S	SERVI	CE VEND	OR			
Me	rle Simons	S			Brittany S	Shepard					E. Di		hool and	and they also		
INSI	PECTOR NA	ME			R					CTION ON OR AFTER						
Ela	ine P. Mat	eria			В	-10145	101459					IOV				
		Тіме/Асті	ITY REPORT (1	-Tra	VEL, 2-INSPEC	тюн, 3-А	DMINISTF	RATION, 4-	PERSON	NAL)	Тот	al Hours	: 2.25			
	ATE	CODE	BEGIN			ODE	BEG	-			СО	CODE BE		EI	ND	
8-	-1-23	1	1300	1	315	2	131	.5	1515							
#	N.J.A.C. 8:25								II	N	OUT	Severit	y cos	N/A	N/O	
		•			A	DMINIS'	TRATI	/E		1						
1.	2.1	Camp ha	as a current o	certi	ficate of app	roval (ca	amp lice	ense) fro	om [\boxtimes			- 🗆			
Con	nments:	•							•	1		•				
2.	2. DFD If accepting children under 2.5 years of age – the facility is licensed by the NJ Dept. of Children and Families Office of Licensing.															
Con	nments:									1		1		_1	ı	

GENERAL CARE OF CAMPERS

Is the camp enrolled in the Division of Family Development (DFD)/Child

Comments: This camp is not a DFD

Care Resource & Referral Agency (CCR&R) Childcare Subsidy Program?

Camp has obtained liability insurance in an amount consistent

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O	
5.	3.1(a)	Discipline policies and practices are stated in writing. Camp staff are prohibited from taking means of corporal punishment toward children.					-		
Con	nments:								
		STAFF							
6.	3.2(c)	Staff pre-season orientation and training has been conducted and documented. At minimum, the following has been included in the orientation: personnel policies and practices, job descriptions, disciplinary policies, basic principles of emergency first aid, blood-borne pathogens, infection control, and hand washing, emergency procedures, daily health surveillance procedures, lost camper and lost swimmer policies.							
Con	Comments:								
7.	DFD	Age-appropriate pediatric first aid and Cardiopulmonary Resuscitation (CPR) training and required health and safety child growth development coursework has been completed and documented for caregivers, teachers, and directors, and any individuals responsible for the direct care/ supervision of children for a provider that receives DFD funds.	\boxtimes						
Con	Comments:								
8.	3.1(c)	Camp staff, with reason to believe a camper is being abused, have been advised to immediately report observations to Department of Children and Families hotline at (877)-652-2873.	\boxtimes						
Con	nments:					I.			
9.	3.2(d)2	Camp has developed and implemented staff training on issues related to child abuse and neglect, such as, but not limited to, understanding the staff members' responsibilities, reporting, recognition and observation of campers.	\boxtimes						
Con	nments:								
		STAFF BACKGROUND CHECK							
10.	DFD	Federal Bureau of Investigation (FBI) criminal history (fingerprint check), National Sex Offender Registry (NSOR), State criminal history (fingerprint check), and State Sex Offender Registry completed for all staff members. This check also includes Out-of-State State criminal history and Out-of-State Sex Offender Registry for any staff that have lived out of state within the past five years. (Only for DFD Camps)	YES □ NO ⊠		\boxtimes				
Con	nments: Ca	imp is not a DFD							
11.	DFD	Child Abuse Record Information (CARI) check has been conducted including Out-of-State child abuse registry checks for any staff that have lived out-of-state within the past five years (applicable to all staff and volunteer members of a provider that receives DFD funds)		YE	≅s □	NO	\boxtimes		
Con	nments: Th	is camp is not a DFD							
12 .	3.2(j)	Criminal History Name Check has been conducted/completed for all adult (ages 18+) staff member.	\boxtimes						
	mnonto.								

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
			•			I.		
13.	3.2(k)2	Written and notarized statement, provided by continuously employed or returning adult staff, indicating that there has been no change in criminal history status since the criminal history name check was conducted is maintained by the camp operator.					\boxtimes	
Con	nments:							
14.	3.2(I)	Sex offender registry check conducted annually for all staff 16 and older.	\boxtimes					
Con	nments:							
		CAMP ACTIVITIES						
15.	3.2(n)	High-risk activities are conducted by a qualified adult activity specialist (18 years of age and older).	\boxtimes					
Con	nments:							
		SUPERVISION OF CAMPERS	ı			ı		
16.	3.2(o)	Camp supervision ratios are observed for ages 5-17: 1 adult: 1 counselor: 20 campers? (Note: each additional group of 10 campers requires at least one additional staff)						
Con	nments:							
17.	3.2(p)	Camp supervision ratios are observed for ages 2 1/2 -4: 1 adult: 1 counselor: 14 campers? (Note: each additional group of 7 campers requires at least one additional staff)					\boxtimes	
Con	nments:							
18.	3.2(q)	Camp supervision ratios are observed for ages birth to 2: 1 adult: 1 counselor: 8 campers? (Note: each additional group of 4 campers requires at least one additional staff)					\boxtimes	
Con	nments:							
		SITE AND BUILDINGS						
19.	4.1(a)	Location does not present fire, health and safety hazards. All hazardous areas, bodies of water, and vehicular traffic areas are guarded or fenced off and warning signs are posted.	\boxtimes					
Con	nments:							
20.	4.2(a)	All structures and facilities are in compliance with local building, zoning and health codes and ordinances; further letters of approval or a certificate of occupancy (CO) issued by the local authority has been received.	\boxtimes					
Con	nments:							
21.	13.2	Buildings are in compliance with the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23 and the New Jersey Uniform Fire Code, N.J.A.C. 5:70, as applicable.	\boxtimes					
Con	nments:							
22.	14.1(c)	Shelter, which may be temporary (ex: canopy or tent) shall be provided in case of inclement weather at a single sport youth camp (SSYC)	\boxtimes					
Con	nments:							
23.	4.4	Power and or other hazardous equipment stored on-site are adequately protected and out of the reach of potential curious campers.						
Con	nments:							
		HEALTH						

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
	1					1	1	
24.	5.2(b)	Health Director at a <u>day camp</u> is on duty at all times and certified in standard-level First Aid from a certification agency approved by the Department	\boxtimes					
Com	comments:							
25.	5.2(a)	Health Director, at a resident camp, is on duty at all times and holds at least one of the following certifications: a. Physician licensed in New Jersey b. Registered nurse licensed in New Jersey c. Certified athletic trainer by the Board of Certification d. Individual certified in either one of these certifications 1. Advanced Level F/A 2. Paramedic 3. EMT 4. First Responder/CIM					\boxtimes	
Com	ments:							
26.	5.2(c)	Health Director is certified in <u>professional-level</u> infant, child, and adult cardiopulmonary resuscitation (CPR) from a certification agency <u>approved by the Department</u> .						
Com	ments:							
27.	5.1(d)	A written procedure for routine daily surveillance of campers and staff has been established. (Note: this check can be conducted as a roll call activity; should be an activity that alerts the staff member of bruises, illness, etc. Any signs of child abuse should be reported)	\boxtimes					
Com	ments:		•					
28.	5.1(d)2	Health Director has developed a system (forms, logs) for documenting all obvious and unusual observations made during the daily health surveillance and communicating suspected and/or confirmed illness of a camper to parents ASAP.	\boxtimes					
Com	ments:							
29.	5.3(b)	Health director has established written medical policies and procedures on the treatment of illness and injury and the administration of non-Rx drugs.					\boxtimes	
Com	ments:							
30.	5.5(b)	Written health histories for each staff/camper are maintained on file.	\boxtimes					
Com	ments:		1			ı	ı	
31 .	5.5(g) ments:	Campers' immunization records and/or religious exemptions are maintained on file.						
		Eamilies (including factor families) of skildness in factor and						
32.	DFD	Families (including foster families) of children in foster care and homeless children are permitted a 30-day grace period to take any necessary action to comply with immunization requirements consistent with the provisions of N.J.A.C. 3A:52-7.3 and N.J.A.C. 3A:54-6.8. (For DFD Funded Families)		YE	ES □	NO		
Com	ments: Th	nis camp is not a DFD						
33.	5.4(b)	Minimum first aid supplies set forth in Appendix E "Health Center Supplies" are maintained.						

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O	
Com	ments:								
Con	imenis.	Hoolth contar is catablished for the temperary indiction and	1			T			
34.	4.2(f)	Health center is established for the temporary isolation and treatment of sick or injured campers and/or staff members.							
Com	ments:								
35.	5.1(b)	Written documentation for treatment and transport for campers/staff with serious injuries and/or illnesses have been organized with Emergency Medical Service (EMS) or ambulance squad.							
Com	ments:	·	1			I			
36.	5.3(e)	Medications are labeled, stored appropriately and inaccessible to campers. Medication administration is documented to include the child's name, time and initials of the person administering the medication.					\boxtimes		
Com	ments: Th	is camp is not a DFD							
37.	DFD	Medication is administered consistent with standards for parental consent. (for DFD funded camps)	YES ⊠ NO □						
Com	ments:	, , , , , , , , , , , , , , , , , , ,							
38.	DFD	The camp ensures staff are trained and prepared to prevent, recognize, and respond to emergencies due to food-related allergies and other allergic reactions.	YES ⊠ NO □						
Com	ments:	-							
SAFETY									
39.	6.1(a)	Written emergency procedures address, at a minimum, evacuation of camp, plan for lockdown, shelter in place, fires, natural disasters, serious accidents, illness or injury, and lost camper(s).	\boxtimes	\boxtimes					
Com	ments:								
40.	DFD	Written emergency procedures address relocation, communication and reunification with parents, continuity of operations, accommodations for children with disabilities and children with chronic medical conditions during an emergency.		YES 🗌 NO 🛭		S □ NO ⊠			
Com	ments: Th	is camp is not a DFD							
41.	6.1(b)	Fire and emergency drills are conducted at least once a camp period or every two weeks, whichever is more frequent.	\boxtimes	\boxtimes					
Con	inienis.								
42.	DFD	Hazardous materials are handled and stored appropriately. Bio-contaminants are properly disposed of.		YE	s 🗆	NO	\boxtimes		
Com	ments: Th	is camp is not a DFD							
43.	6.1(c)	Emergency phone numbers be provided and posted at a minimum in the main office, the health center, and waterfront area, if applicable.							
Com	ments:		_						
44.	6.3(a)	Fire extinguishers meet the requirements of the Fire Underwriters Association and are strategically placed so that they are easily accessible.	\boxtimes						
Com	ments:								
45.	7.2(b)	Policy and procedure for safety evacuation drills (bus/fire) performed by campers and staff which indicate the frequency of such activity.		\boxtimes					

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
Con	nments: Th	e fire/evacuation drills need to be documented.	ı	1		T	1	
46.	6.4(a)	Documented certification of compliance with all local and State fire codes and rules.						
Con	nments:					l	I	
47.	6.4	Smoke detectors are operable, checked and in good working order where applicable.	\boxtimes					
Con	nments:							
48.	DFD	The camp operator has developed and documented an emergency preparedness procedure that covers continuity of operations, staff and volunteer training in the event of an emergency.		YE	s 🗆	NO 🖂		
Con	nments: Th	is is not a DFD Camp						
		NUTRITION AND MEAL SERVICE						
49.	7.1(a)	Foods and food service conform to the Sanitation in Retail Food Establishments and Food and Beverage Vending Machines, N.J.A.C. 8:24.						
Con	nments:							
		POTABLE WATER						
50.	7.2(a)	Potable water supply meets the New Jersey Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq. regarding construction, operation, and water quality (Note: Ex. of appropriate documentation could be a water bill or water testing documentation)						-
Con	nments:	, ,	ı			ı	l	
51.	7.2(b)	Camp that is open for less than a calendar quarter every year has provided evidence of a water bacteriological and nitrate analysis deemed satisfactory by the standards of New Jersey Safe Drinking Water Act, <i>N.J.S.A.</i> 58:12A-1 et seq. prior to opening for the season.						
Con	nments:						I	
52.	7.3	Water sampling results are maintained on site and available for review.						
Con	nments:							
		TRANSPORTATION						
53.	8.1	Transport vehicles conform to the requirements of Motor Vehicles and Traffic Regulation, N.J.S.A. 39:1-1 et seq., and the Motor Vehicle Commission rules promulgated thereunder at N.J.A.C. 13:21 and have been inspected and maintains a sticker of inspection by the MVC School Bus Safety Team.	\boxtimes					
Con	nments:							
54.	8.2(b)	Written policy has been established for transportation.						
Con	nments:		1				1	
55.	8.3	Youth camp, person(s), or agency which provides transportation for campers maintains vehicle liability insurance.	\boxtimes					
Con	nments:							

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
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56.	8.4	The following records are maintained:	\boxtimes					
Con	ments:	1	l				I	
57 .	8.4(b)	Drivers are appropriately licensed for the vehicle being driven to transport campers.	\boxtimes					
			-13 /1-1					
	T	SPORTS AND OTHER RECREATIONAL ACT	TIVITI	ES			Ι	
58.	3.2(n)	Policy documenting that high risk activities are conducted by staff knowledgeable of measures used to ensure the safety of participants; if the activity is specialized documentation should be available of the most recent guidelines of the safe execution of such specialized activity; specialized high risk activities should be overseen by an activity specialist.						
Con	ments:							
59.	9.1(a)	Swimming pools and bathing beaches, used by camp, conform to the Public Recreational Bathing rules, N.J.A.C. 8:26.	\boxtimes					
Con	nments:		•				•	
60.	9.2(f)	Policy documenting <u>off-site</u> swimming activities require prior notification of arrival to the operator of the public recreational bathing facility. Policies and procedures for the monitoring of campers and swimmer ability assessment during <u>off-site</u> swimming is documented. (Note: if no, please indicate which part of the question is not in compliance)	\boxtimes					
Con	ments:	- P					ı	
61.	9.2(g)	Written policies and procedures are maintained for lifeguarding, monitoring and supervision, swimming ability assessment and waterfront activities for on-site swimming activities.	\boxtimes					
Con	nments:							
62.	9.4(b)	On-site waterfront activities are equip with inherently buoyant Type I,II,III or V personal flotation devices that are in good repair, varied sizes and in quantities sufficient for each staff and camper. (Note: Inquire about how many will be allowed to participate in a waterfront activity at a time. Use the count as a gauge of sufficient quantity)						
Con	nments:		•					
63.	9.4(c)	A lifeboat or rescue craft is observed for use during on-site waterfront activities. Accompanying safety equipment (rescue ring with 25 ft. of rope)	\boxtimes					
Con	nments:							
64.	9.2(a)	Lifeguards are certified by an agency approved by the Department.	\boxtimes					
Con	ments:							

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O			
	_					l					
65.	9.3(d)	A system of supervising and monitoring bathers consistent with a buddy check to ensure bather safety has been documented and implemented.	\boxtimes								
Con	Comments:										
	MAINTENANCE AND SANITATION										
66.	13.5(a)	Camp and recreational equipment evaluated and documented to be maintained in a clean, safe, and sanitary condition weekly.	\boxtimes								
Con	nments:	woonly.	<u> </u>								
67.	13.5(a)	Recreational equipment is maintained in safe operating condition.	\boxtimes								
Con	nments:						ı				
68.	13.5(a)	Safety inspection of recreational equipment, including playground, is established and a way of documenting the weekly inspection has been developed.	\boxtimes								
Con	nments:										
	INSECT, RODENT, AND WEED CONTROL										
69.	13.3(a)	Mosquito breeding is controlled by keeping the grounds free of cans, jars, buckets, old tires, and other articles, which may hold water.									
Con	Comments:										
70.	13.3(b)	Fly breeding is controlled by eliminating unsanitary practices. Every door, window, or other opening to the outside, which is used for ventilation, is outfitted with a screen of at least 16 mesh.					\boxtimes				
Con	nments: Th	lese campers are outdoors.					ı				
71.	13.3(c)	All enclosed buildings are maintained so as to eliminate rodent harborage, including buildings where food is stored or served.									
Con	nments:										
72.	13.3(d)	Weed growth is controlled along pathways and within each campsite to reduce tick and chigger populations.	\boxtimes								
Con	nments:										
		ADDITIONAL PROVISIONS									
73.	11.1(a)	Buildings housing showers are adequately constructed, in good repair, clean and have adequate lighting and ventilation.									
Con	nments:										
74.	12.1(a)	Operators have made adequate arrangements for the storage, collection and disposal of solid waste. Receptacles are observed onsite, centrally located for anticipated activities and in sufficient supply and frequency to address anticipated number of campers and staff over the period of operation.	\boxtimes								
Con	nments:										
75.	13.4	Living quarters, mess halls and/or kitchens are not located within 100 feet of housing for farm animals.					\boxtimes				
Con	nments:										

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
76.	13.4 (a-e)	Camp activities being conducted on site a farm or any space where campers may come into routine contact with farm animals have documented the policies and procedures to minimize the potential of illness and injury.					\boxtimes	
Con	nments:							

	ASSESSMENT QUESTIONS										
77.	Has staff with supervisory authority responsibilities for chil of Family Development's pre-service health and safety tra		YES 🗌	NO ⊠							
Con	Comments: This camp is not a DFD										
78.	Is the camp director aware that on or before September 1st director shall submit an 'Accident Annual Report Youth Cavia Mail or email to the Department at: youth.camps@doh	YES 🖂	NO 🗌								
Con	Comments:										
79.	Has your camp implemented COVID-19 mitigation measu mitigation measures were implemented? (Ex: masking, so handwashing, testing)		YES 🖂	NO 🗌							
Con	nments:										
	narks										
Nan	ne of Inspecting Official Nan	ne of the Person Receiving Co	Copy of Report								
Ela	ine P. Materia Me	rle Simons-Camp Director									