

Decontamination Procedures for Nut products

Staff should follow these procedures for ANY nut product contamination, even if there is not a nut-allergic camper in your unit!! Remember, a nut-allergic camper could come by your unit or core area at any time and touch a contaminated area without knowing it. A non-allergic camper could touch a contaminated area and then touch a nut-allergic camper, maybe even hours later, and the nut-allergic camper could have a reaction.

Our decontamination procedures are as follows:

- The unit leader will seat the nut-eating camper(s) at a different table than any known nut-allergic children. Do not isolate. Seat with a buddy.
- After the nut-eating camper(s) and buddy are done with lunch, the adult will escort those campers to the restroom and supervise hand washing with soap and water, using a paper towel for drying (instead of using a bandana). Paper towel is provided in your unit box.
- The adult will remove the tablecloth from the contaminated table, carefully rolling the tablecloth so that any nut product ends up inside the roll and then in the trash.
- The adult will then wash her hands thoroughly with soap and water and dry with a paper towel.
- The table will then be re-covered with new tablecloth. Extra tablecloth and tape is available in the supply area. Ask any hive worker for help.
- To help prevent reoccurrence of the problem, remind the nut-eating camper about our nut-free rules. A unit leader should call home that night to remind the parent too. Be kind, gentle, but firm about our nut policy.

We hope these procedures will minimize any risk of exposure to our nut-allergic campers. Thank you for your patience and understanding in following these procedures, Your DDC-Little Hills Directing Team

Red Backpacks: Unit leader information

Each unit will be loaned a red backpack for the purpose of keeping epi-pens and inhalers for campers during the week of camp. Each backpack will be labeled with the unit number. The Unit leader will make a list of all campers whose medications are kept in the backpack for the week. That list will be attached to the backpack with the unit number. The Unit leaders will collect epi-pens and inhalers from campers at morning assembly each day. It is VITAL that the red backpack stays with the campers at all times. If a Unit leader takes a break during core area activities, the backpack should be given to a Core area leader. A responsible adult should always know where the backpack is and which unit the backpack is for. Unit leaders MUST remember to return all epi-pens and inhalers to campers at the end of the day during closing assembly.

Photographs: Information for everyone

Due to growing safety concerns, Diablo Day Camp at Little Hills Ranch has put policies in place regarding photographs taken at camp.

Each unit will have a unit photo taken on the first day of camp. All campers, boys, tags, elves and adults will be in the unit photo. The unit photo will be printed and mounted on a photo "frame" and given to each participant at the end of the week.

For unit leaders and others who like to take photos, please keep in mind both safety and equity issues surrounding camp photos.

All photography at camp must adhere to the following guidelines: Adults at camp may take photos of campers ONLY if the camper's parent has signed a photo release form. This will be indicated on the unit attendance sheet. Photos of campers may be distributed to campers and their families ONLY by means of private e-mail. Adults may e-mail directly to campers' families and attach photo images. Adults should include the following message with any photos sent to campers and their families: "These photographic images are for private use only, NOT for publication of any kind." NO NAMES should be used with any photos, even camp names. This includes campers, boys, tags, elves AND adults. You can put a general description like: "Unit 9 has fun in the pool." Photos CANNOT be uploaded to ANY sites like Snapfish, Shutterfly or Costco.com (even with a password), and especially not any site like Facebook.

Not all Unit leaders own cameras or enjoy taking photographs, so for those that do, please remember that not every girl in camp is having photos sent home each night. Taking photos is NOT part of the Unit leader job description. Most of us are exhausted at the end of the day with no time or energy to send photos to the families. We've gotten notes from parents saying "Please make sure my e-mail address is correct so I can get the daily photos." It is hard to explain to parents that that is not part of camp and that most parents are not getting blow-by-blow descriptions of their daughter's day, complete with pictures. If you are sending notes and photos home, please do keep it short and sweet.