



# CAMP WATCHAUG

## Outdoor Center Program Application

Physical Location: 160 Prosser Trail, Charlestown, RI 02813

Mailing Address: 95 High Street, Westerly, RI 02891

Phone (401) 364-6535 ■ campwatchaug@oceancommunityymca.org

|                          |  |                   |      |
|--------------------------|--|-------------------|------|
| Name of Group:           |  | Application Date: |      |
| Date(s) of Use:          |  | Hours of Usage:   |      |
| Total # of Participants: |  | # of Children:    |      |
|                          |  |                   |      |
| Bill To:                 |  |                   |      |
| Billing Address:         |  |                   |      |
| City:                    |  | State:            | Zip: |
| Group Leader/Contact:    |  | Phone:            |      |
| Alternate Phone:         |  | Fax:              |      |
| E-Mail:                  |  |                   |      |

### Program Need:

- |   |   |
|---|---|
| <input type="checkbox"/> Family Retreat | <input type="checkbox"/> Corporate Retreat            |
| <input type="checkbox"/> School Outing  | <input type="checkbox"/> Team Building                |
| <input type="checkbox"/> Birthday Party | <input type="checkbox"/> Wedding Ceremony & Reception |

Other \_\_\_\_\_

### How did you first hear about us?

- Online Search       Rental Flyer       Past Client
- Friend / Word-of-Mouth \_\_\_\_\_

**Family Retreats**

(9am – 7pm, up to 6 hours)  
 \$600 up to 75 people  
 \$700 76 – 99 people  
 \$800 100 - 150 people

**Corporate Retreats**

(9 am – 7 pm, up to 6 hours)  
 \$650 up to 75 people  
 \$750 76 – 99 people  
 \$850 100 - 150 people

**School & Teambuilding Groups**

Pricing dependent upon Program  
 Call to discuss program and quote  
 Packages personalized to your needs

*Includes use of Director on Duty, Main Lodge, Trading Post, picnic area, changing rooms, restrooms, athletic courts and field, sports equipment (excluding boats). Does NOT include swimming – see below*

**Wedding Ceremony & Reception**

10 am to 9 pm (up to 6 hours of use for Ceremony & Reception)  
 An additional 4 hours of preparation time is included in fee  
 (to be used either the night before or morning of)  
 \$1,200  
 Additional hours - \$125.00 per hour  
*Includes the use of all camp buildings*

**Overnights**

\$10 per person (\$300 minimum)  
 Use of facilities from 6:00 pm to 9:00 am

**Additional Program Options**

All of these activities **must** be supervised by certified and/or trained Ocean Community YMCA staff

Swimming (Additional fee of \$100 per hour) Time requested \_\_\_\_\_

**Participants may use the beach volleyball area at all times but must stay off docks and out of the water (including wading) except for time listed above when a certified lifeguard is present.**

Canoeing & Kayaking (Additional fee of \$180)  
 Up to 2 hours, Time requested \_\_\_\_\_

Banana Boat (\$125/hour of use)  
 Time requested \_\_\_\_\_

Water Play-Scape\* (Additional fee of \$200)  
 Up to 2 hours, Time requested \_\_\_\_\_

Water Tramp (Additional fee of \$180)  
 Up to 2 hours, Time requested \_\_\_\_\_

*\*Participants must be ages 4-10, adults allowed only if supervising a child.*

Climbing Wall (Additional fee \$180)  
 Up to 2 hours, Time requested \_\_\_\_\_

Zip Line (Additional fee \$225)  
 Up to 2 hours, Time requested \_\_\_\_\_

Vertical Playpen (Additional fee \$180)  
 Up to 2 hours, Time requested \_\_\_\_\_

Low Ropes (Additional fee \$120)  
 Up to 2 hours, Time requested \_\_\_\_\_

Giant Swing (Additional fee \$200)  
 Up to 2 hours, Time requested \_\_\_\_\_

Archery (Additional fee of \$180)  
 Up to 2 hours, Time requested \_\_\_\_\_

- 1) A **non-refundable \$100 deposit** is due at time of confirmation of your registration and **full payment is due no later than the rental date.** Deposit is applied to rental fees.
- 2) The Group Leader named below will supervise the group from the time the first person arrives until the last person leaves.
- 3) We have read, understand and agree to abide by the YMCA Camp Watchaug Rules and Regulations as outlined in the Planning Guide.
- 4) We will send a copy of our certificate of insurance (Corporate & School Groups) listing the Ocean Community YMCA as an additional insured to the Westerly-Pawcatuck Branch at least 2 weeks prior to our rental date.
- 5) Refunds, less deposit, will be made for programs cancelled 14 days or more before the program date.
- 6) Rainy Day program cancellations/reschedules are decided upon by the Camp Director only. In the event of a cancellation we will reschedule at our best effort, however other group schedules may interfere. In the event that a new date is not possible, a full refund of rental fees will be made and deposit will be rolled to the following year.
- 7) The Ocean Community YMCA assumes no responsibility of liability for any damages to property or injury to persons resulting from group usage of the facilities.

My signature indicates I have read and understood the attached PLANNING GUIDE and my understanding and acceptance of the above policies:

Group Leader Printed Name \_\_\_\_\_

Group Leader Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Camp Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

RETURN COMPLETED APPLICATION AND LETTER OF AGREEMENT TO:  
**Camp Watchaug Director** Phone: (401) 364-6535  
95 High Street  
Westerly, RI 02891  
[cmatlock@oceancommunityymca.org](mailto:cmatlock@oceancommunityymca.org)

Retain the PLANNING GUIDE for your records

NOTES:

**SUPERVISION**

- Group Leaders must check-in with the Director on Duty upon arrival and departure from camp.
- Group Leaders must be at least 21 years of age and must assume complete responsibility for his/her group.
- Group Leaders will be given an orientation and review of emergency procedures upon arrival.
- Chaperones of minors participating in YMCA Camp Watchaug programs are responsible for the supervision and safety of the minors.
- It is advised that any chaperones of minors be properly screened.
- It is advised that Group Leader or Rental Group School or Organization provide training to any chaperones of minors regarding the importance of minimizing the potential of being in a one-on-one student/chaperone situation out of sight of others.
- It is recommended that chaperones be provided to meet the following ratios (camp staff may be included in ratios for Day Groups – check with the Camp Director to ensure that ratios are met.)

| Camper Age        | Number of Staff | Overnight Participants | Day Participants |
|-------------------|-----------------|------------------------|------------------|
| 5 years & younger | 1               | 5                      | 6                |
| 6-8 years         | 1               | 6                      | 8                |
| 9-14 years        | 1               | 8                      | 10               |
| 15-18 years       | 1               | 10                     | 12               |

- Groups will be held accountable for any damage to YMCA Camp Watchaug facilities, grounds or equipment. Please keep camp clean -- discard all trash in proper receptacles.

**SAFETY**

- **EMERGENCY PROCEDURES:** All accidents and injuries must be reported to the Director on Duty.
- Group Leaders are responsible for first aid and emergency care. Groups must provide their own first aid kit and have the ability to access emergency transportation, (i.e., a cell phone to call 911).
- It is recommended that rental groups have someone on site that is certified by a recognized organization in CPR and First Aid.
- It is advised that Rental Group leaders store and lock all medications (both prescription & over-the-counter) except when in the controlled possession of the person responsible for administering.
- In case of emergency, it is recommended that Group Leaders obtain
  - Names & addresses of all participants;
  - Emergency contact names and numbers;
  - A listing of any persons with known allergies or health conditions requiring treatment, restriction or other accommodation while on site; and
  - For minors, without a parent on site, signed permission to seek emergency treatment or a signed religious waiver.
- In the event of an emergency, dial 911 and contact the Director on Duty.
- In the event of an emergency requiring all participants to gather in a central location, an air horn will be blown in repeating sets of 2 blasts. ALL participants should report to the Lodge or amphitheater to await further instruction.
- All participants must sign an individual or family waiver. It is the responsibility of the Group Leader to ensure that these are distributed and signed.
- Report all intruders or unknown persons to the Camp Director immediately.
- YMCA Camp Watchaug assumes no responsibility for accident, illness or injury that may occur during use of Camp property.
- Campfires may only be built in the designated Fire Ring in the picnic area.
- Vehicles must be parked in designated areas only (Parking Lot and turnaround). All traffic signs must be obeyed.
- Alcoholic beverages are permissible only in the form of Beer or Wine and must be used with discretion.
- The YMCA reserves the right to ask any individual/group abusing alcohol or possessing illegal substances to leave property, forfeiting all fees.
- Alcoholic beverages must remain in the picnic/dining area and are not allowed in any program areas (i.e.: waterfront, archery range, climbing wall or ropes course.)
- At no time may illegal substances be present on camp property. The illegal use of legal substances is also prohibited.

## FOOD SERVICE

- Rental groups may have access to the camp mini-kitchen (sink, refrigerator and microwave).
- Groups may use the Camp Grill. It is the group's responsibility to ensure that no one under the age of 18 may operate the grill. Grills must be supervised at all times when hot and in use.
- Camp does NOT provide groups with any cooking or eating utensils. Please come prepared for your food preparation, serving and eating needs.
- Groups are responsible for
  - Using only clean and sanitized utensils and cookware and storing them in an area protected from dust and contamination before use. **There is no dishwasher or water warm enough to properly sanitize items at camp – make sure you bring extra utensils.** We recommend using disposable items for eating utensils (plates, cups, silverware)
  - There is a small sink to rinse and air dry items before taking home.
  - Cleaning and sanitizing any food contact *surfaces (any surface that contact raw food during preparation)* with a bleach solution or other commercial sanitizer after each use – be sure to bring proper solution with you if you will be preparing raw foods.
  - Minimizing the time that potentially hazardous foods remain in the temperature danger zone of 40°F to 140°F.

## AQUATICS

- The waterfront facilities are available June - August from 9:00am – 6:00 pm.
- Swimming is permitted only when a certified Ocean Community YMCA provided lifeguard is on duty.
- Access to the waterfront and docks without a lifeguard on duty is prohibited.
- No one may use waterfront equipment or enter the fenced in area of the waterfront without permission from a waterfront staff member.
- All participants, regardless of age, MUST wear a USCG approved PFD while engaged in ANY boating activity at ALL times. This includes, but not limited to rowboats, canoes, kayaks, sailboats and powerboats.
- Children under the age of 10 must be accompanied by an adult while on the beach and/or swimming.
- All participants are to pass a swim check before swimming in the swim sections. This is to ensure everyone's safety and appropriate swimming levels. (One width of the shallow section with a forward-progressing stroke to be able to swim in the shallow section. Tread water for 30 seconds to go into the deep section.)
- Posted Waterfront rules must be followed at all times.
- Personal watercraft (i.e.: canoes, rowboats, sailboats, kayaks, motorboats, jet skis, etc.) are prohibited from launching and/or docking on Camp Watchaug property.
- Alcoholic Beverages are prohibited from the Waterfront area at all times. Waterfront staff has the authority to close the waterfront if alcohol is present.

## RECREATION

- Fishing is not permitted at Camp Watchaug. Appropriate licensing is required to fish from State property.
- Motorized vehicles (ATV's, snowmobiles, dirt bikes, etc.) are prohibited.
- Firearms or weapons of any kind are prohibited on Camp Watchaug property.
- At no time are rental group pets allowed on Camp Watchaug Property.
- YMCA Camp Watchaug assumes no responsibility for personal property brought into the facilities by any participant.
- YMCA Camp Watchaug assumes no responsibility for lost or stolen items.
- Camp Watchaug is a Smoke-Free and Tobacco Free Facility.