

Treasure Mountain Camp Rules

Treasure Mountain camp will adhere to the general behavioral rules and dress standards of The Church of Jesus Christ of Latter-day Saints.

Transportation and Parking

- When driving private vehicles, after unloading, drivers must park in designated parking areas for the duration of camp, facing out (this is a Forest Service requirement.)
- Do not store food in cars. “Bears will open your car for food—they will not use a key!”
- Riding outside of motor vehicles or in the back of pick-up trucks, trailers, etc. is not permitted.
- If you bring any motorized vehicles, including motorcycles and quads, you need to keep them to the roads and not ride them on the paths or meadows.

Safety & Security

- Private Group activities should be covered by personal accident and health insurance.
- Camper need to be quiet during the hours of 10:00pm and 6:00am (this is a Forest Service requirement.)
- Cell phones have limited reception and are therefore not reliable for in-camp communication. You will probably have to go up to the road about the upper bathrooms to get good reception.
- There are no public phones in camp. For emergencies there is a central telephone in the Kitchen but you will need a calling card to call long distance.
- Emergency procedures need to be in place for the safety of all. (See below)
 - * **Fire:** In the event of fire, all campers shall assemble at the designated area. Follow your leader’s instructions. Do not return to sleeping quarters until instructed to do so. Do not leave camp unless instructed to do so by the stake camp director.
 - * **Earthquake and severe storm:** In the event of an earthquake or severe storm, remain in your assigned camp area. Do not go into damaged buildings/areas. Report medical needs to the Medical Supervisor.

Fires, Cooking & Fuels

- It is each group’s responsibility to Contact the Forest Service just prior to camp to determine any additional restriction during their time of camp.
- **Each fire ring should have a rake, shovel and hose at all times. Make sure they are there when leaving.**
- **Fires are permitted in the 14 designated fire rings ONLY.** Fires must be attended at all times and extinguished completely. **No candles**, lighter fluid, or explosives of any kind are permitted. There is typically enough firewood from down trees around camp (Never cut down any trees.) A hatchet or axe to split supplied firewood is recommended
- Cooking is permitted with adult supervision at the fire ring.
- Individual propane stoves and lanterns are only to be used at the fire ring and in dining areas.
- Dutch oven cooking is only permitted in the fire ring
- Briquettes are to be used only in the fire ring and barbeques and must be extinguished properly.

Waste Disposal

- Garbage is to be placed in the dumpsters located beside the kitchen. Dumpsters are to be closed and latched at all times.
- It is most likely that trash will be picked up on Tuesday’s, so try to make sure that you have it as full as possible on that day to leave more space for later in the week. Make sure that all boxes are broken down and put in flat in the last dumpster. It is important late no cars are ever left parked in front of the Dumpsters.

- All inhabited buildings shall be swept and cleaned daily. Do not store any food, snacks, etc in any sleeping area due to rodent and bear problems.
- For the purpose of health and safety and to prevent the attraction of bears and other animals, all food and snack items shall not be left unattended. Food items shall be stored in sealed containers in appropriately designated areas. Food wrappers are to be disposed of in the nearest garbage container. Group leaders are responsible to ensure that after every meal and throughout the day that garbage is discarded in the dumpsters and that the dumpsters are lock at all times they are not in use.
- Sanitary supplies must be deposited in cans or bags, NOT in the toilet.

General Conservation and Safety

- Preserve natural vegetation. Do not pick wildflowers or foliage.
- Water conservation is encouraged. Please limit length and frequency of showers
- Except for law enforcement officers required to carry firearms, firearms shall not be brought to camp and must be locked up when not in use. BB guns are the only rifles allowed.

Additional Guidelines

- Electronics, lights, or portable heaters of any type (electric, propane, gas, kerosene, etc.) powered by extension cords or generators are strictly PROHIBITED in yurts or cabins.
- Ensure that check-in and check-out procedures are followed. You will be email a checkout report. Use this form to record any damage or needed repairs. At the conclusion of camp, go through assigned campsites again, using the check-slips to what to do and use the check-out report to note any further repairs or maintenance needs. This report needs to be emailed to TreasureMountainCamp@ldsmail.net on your final day of camp. Please clean all facilities used while at camp, including cabins, restrooms, showers, pavilions, kitchen, and cooking facilities. Cost for cleaning or vandalism, including graffiti and broken or lost equipment, will be assessed to the responsible party.

General Information about Treasure Mountain Camp

- Weather on the mountain varies greatly. Be prepared.
- This is a mountain camp. There are ticks, snakes, stinging nettle, bees and other mountain insects and plants. There are deer, mountain lions, and bears. Although the trails are marked, they are rough trails. When on the trails, be alert and observe safe hiking practices.
- There are not mattresses on the wooden bunks and each camper will need to bring their own sleeping pad.
- Toilets in the big Upper bathroom are very sensitive and everyone needs to be very careful not to over fill them. There is a snake/toilet auger for unclogging the toilets in the middle section of the upper bathroom.
- The floors in the upper bathroom will need to be squeegeed often due to bad drainage.
- The Challenge Course at Treasure Mountain can only be used with a certified Cope leader familiar with our course. One of the leaders has offered to try to be available for hire if you are interested in using the course. To see if he would be available and what his cost would be, email TreasureMountainCamp@ldsmail.net .
- There is pond that typically doesn't dry up and will be available for swimming. It is feed by a run off spring and tends to stay fairly cold all summer, but still swimmable. It is not really big enough for much canoeing, but you can if you want to. We have rafts and other water toys up there for you to use and a rescue boat. There is a zip line that goes into the pond. It is just like a rope swing on a cable into the pond. The zip line going into the pond should only be used with discretion. We have had some injuries on it before from people that are not strong enough or are maybe to heavy going on it. We always have a lifeguard on duty when we run it so I recommend you only allow it to be used with proper supervision.
- ***Campers are to make no changes/improvements to camp facilities without permission from the camp administrators.***

Treasure Mountain Camp Fire Prevention Plan

Fires, when permitted, are to be built only in designated fire pits. Do not make any new fire pits without the approval of the Camp Administrator. The Camp Administrator, in consultation with the Forest Service, will determine whether fires are permitted. No fires will be built without Camp Administrator permission. No fires are to be left unattended.

Fire Drill Procedure

A fire drill will be conducted on the first day of camp.

- A fire is reported to any leader. The leader sends a runner to the Camp Director or any leader in the vicinity of the Kitchen.
- The Camp Director reports the fire to the Fire Department
- The Camp Director will sound the siren located in the kitchen office.
- Everyone in camp will be expected to walk calmly to the quad area, line up by units and await proceedings.
- If the fire prevents meeting in quad area – people in lower camp will follow out Lower Camp Road the Old Truckee Road. People in upper camp will follow out Nicole Mills Road to Old Truckee Road.
- Everyone must be accounted for at this time. Each unit leader will report on the attendance of her group, reporting names of those not there and proceeding to look for them, leaving other leader in charge.
- The camp director must know that is everyone is accounted for.

Fire Patrol Duties

1. The Stake Camp Director will ensure that all fires are extinguished after use. Priesthood holders will be assigned to check on the status of the fires each night.
2. Group leaders will insure that fire circles are checked daily and completely extinguished before leaving camp.
3. Fire safety training is also required for each hiking group leaving camp. Overnight hiking groups also need a permit from the Forest Service.

4.

TREASURE MOUNTAIN EMERGENCY PLAN

Revised 3/12/2010

No two emergencies are the same. While the various steps and suggestions outlined in these procedures represent the camp's rules, your own good judgment should be the final authority until you are able to contact assistance. The safety and well-being of the campers and staff ALWAYS comes first.

MAJOR INJURIES AND ACCIDENTS

If you are the primary staff member at the scene in camp:

1. Evaluate the overall situation. Do not rush or panic.
2. Take charge. Be firm and clear with your instructions to campers and staff. Use a calm tone of voice.
3. The staff member with the highest level of appropriate certification is delegated the responsibility to aid the injured party. Give priority attention to caring for the needs of the victim. The person rendering first aid must enter the information in the camp health log within 12 hours of the incident.
4. Delegate another staff member to ensure the safety of other campers by taking them away from the immediate scene and organizing singing, games, or other activities. Retain one staff member at the scene of the accident with the victim.
5. Contact the Health Supervisor as soon as possible. Provide a clear description of the emergency & your location.
6. Notify the Camp Director or other administrative staff in the camp office.
7. Begin collecting the facts. What happened? How? When? Where? Witnesses? Where were the staff? Campers? What could the victim have done to prevent the injury?
8. Once the Health Supervisor/Camp Director arrives at the scene, summarize the situation and answer questions. The Health Supervisor or Director will take charge.
9. Prepare accident reports within 24 hours.
10. In the case of a critical accident, serious injury, harm or fatality: Keep a responsible adult at the scene of the accident or emergency situation to see that nothing is disturbed until medical aid or the law-enforcement authorities arrive.

If you are out of camp:

1. If the injury is not a life/death situation or is an illness, contact camp first. If the emergency appears to be life/death related, call 911 first (or appropriate EMS number), then notify the camp.
2. Be prepared to deal with the public and possibly the media. Do not issue any statements. Do not make any comments "off the record." Do not speculate.
3. Indicate as pleasantly as possible that you are not authorized to speak for the camp and refer them to the Camp Director.
4. Make NO statement orally, or in writing, which could be interpreted as assuming or rejecting responsibility for the accident or emergency. Under NO circumstances reveal the name of the victim or other persons involved.
5. Cooperate with the public emergency personnel at the scene. Get the name, badge number, and jurisdiction of the officer taking the report. If possible, also get the report number.
6. Contact the child's parents only if you have authorization from the Camp Director or Health Supervisor.

If you are a secondary staff member at the scene: Campers' safety is first!

1. Quickly and quietly follow the directions of the person in charge of the situation.
2. Do not panic . . . remember, you must set an example for the campers at the scene.
3. Offer advice only if you are more knowledgeable about the incident or you are asked.
4. Do not discuss or allow campers to discuss the situation with anyone other than camp personnel or law-enforcement officials.
5. Assist in preparing reports as needed.

WATERFRONTEMERGENCIES**General Guidelines:**

1. The buddy system is used at all aquatic activities.
2. "Buddy checks" need to occur at least once during each aquatic activity period.
3. Aquatics Supervisor should have periodic rehearsals of aquatic rescue procedures.
4. In the event of an aquatic emergency, the Aquatics Supervisor shall be in charge.

Near-Drowning:

1. The Aquatics Supervisor signals a long blast on the whistle. This signal alerts other pool staff and watchers that it may be necessary to clear the pool and put rescue procedures into action.
2. Aquatics Supervisor will reach victim in the fastest possible way and administer appropriate lifesaving techniques. If she/he requires help in the rescue, she/he extends a clasped fist into the air. Remaining camp staff assist with the rescue.
3. Camp Staff signal all campers to leave the water and the pool area. The tent leaders/counselors will supervise the campers.
4. One tent leader/counselor will be asked to report immediately to the office and explain the nature of the incident. The Health Supervisor and Camp Director will be contacted immediately. If the emergency is a drowning or major injury, 911 will be contacted. (Fill out the Emergency Checklist located by the phone)

Lost Swimmer:

If a camper is missing during a buddy check or the camper's buddy or tent leader/counselor notifies the Aquatics Supervisor that a camper is missing:

1. A whistle is blown for a "buddy check." Everyone immediately gets out of the water and a recount of swimmers is immediately taken.
2. Unit staff assigned by the Aquatics Supervisor will take other campers out of the pool area or other designated place.
3. Aquatics Supervisor will immediately scan the pool, then check the changing room and restrooms.
4. Aquatics Supervisor will designate a staff member to inform the camp office of emergency details.

FIRE

Fire drills are held within the first 24 hours of each camp session as prescribed by state law. The safety of campers and staff depends on everyone performing their job efficiently. To avoid confusion during an emergency, learn your responsibilities well.

Review with campers an emergency exit from their sleeping area and where to assemble when they hear the alarm.

Signal

Blasts of the horn are 'the signal.' When the signal is heard in the unit, assemble the campers. Contact the camp office by walkie talkie, or runner to let them know you've heard the signal and to receive any instructions.

If the fire is in the unit, designate one staff member to walk the campers away from the fire (upwind or downhill). Another staff member is designated to notify the camp office. (Send a staff runner.) Other staff members attempt to contain the fire using hoses, rakes, shovels, bucket brigade, and fire extinguisher. Begin fighting the fire at the outside perimeter, not in the middle, since attacking the center tends to spread it more. Use good judgment! Do not risk injury to staff or campers.

When the Alarm Sounds

Stop all activities, assemble all campers in a buddy line and count to be sure all the campers and staff are present. All persons, if possible, should have shoes on their feet, and if at night, flashlights and jacket. Proceed quickly and quietly to the flag pole. Upon arrival, do another head count and report the number of campers and staff present to the person in charge. Keep the campers quiet and calm and wait for further instruction.

If the fire prevents you from reaching the flag pole, use good judgment. Stay put so an administrative staff can reach you OR exit quickly, using the safest route, to the nearest road. Wait at the road for assistance.

If possible, bring the campers' medications and the unit first-aid kit.

Staff without unit responsibility will carry out their assigned tasks.

Exit

If it is necessary to immediately evacuate the camp, campers will be divided by units and loaded into all camp vehicles and staff cars and transported to the Division of Forestry Headquarters in Sierraville. (Turn left out of camp, turn left at Old Truckee road, turn left at Highway 89, one mile on the left). To expedite this process, staff cars must be parked facing out.

EARTHQUAKE

Most campers are well rehearsed in earthquake "duck-and-cover" drills at school. If campers are inside, have them move away from windows and "duck and cover" under beds, tables, or stand in braced doorways. If the earthquake catches you outside, move away from buildings and trees. Seek an open area.

After an earthquake, do not enter any buildings until they have been checked by the camp administrative staff or the rangers. If possible, shut off the electrical system until the building is checked. Attempt to stop any water leaks.

Stay in your area if it seems safe. Calm the campers and provide program activities until help arrives.

ELECTRICAL STORM

Lightning will seek tall objects, so stay away from lone trees, drinking fountains, and hilltops. Seek shelter in yurts, lodges or other buildings, staying away from windows and doors. If outside some protection may be found in dense forest in a depressed area, under short trees, where taller trees on higher nearby areas offer protection. Do not huddle together in a group. Spread out at least 15 feet apart. If your skin tingles or hair tries to stand on end, immediately do the "[LIGHTNING SAFE CROUCH](#)". Squat low to the ground on the balls of your feet, with your feet close together. Place your hands on your knees, with your head between them. Be the smallest target possible, and minimize your contact with the ground. All swimmers must go to the edge and get out of the water upon the signal from the waterfront staff.

MISSING PERSON PROCEDURE

On the first day of camp, review with campers "Staying Found" and what to do if separated from the group with campers. Upon determination that a camper is missing:

1. Determine when and where the camper was last seen. Stay calm so you don't frighten the other campers.
2. Discover (if possible) the state of mind of the camper. Was she depressed or angry, threatening to run away? Did she fall behind on a hike, or leave to visit a friend in another unit? A camper who does not wish to be found will require a wider and more careful search.
3. Do a search of the immediate area with available staff. (The camper may have wandered to the edge of the activity.) Ask nearby campers and staff if they have seen or know where the camper is. Before leaving the rest of the group to find a missing camper, see that the group is supervised by another staff member.
4. Check any known accomplices (friends in other cabins, etc.)
5. Check bathrooms, dining hall, the cabin, and a friend's cabin.

6. Contact the Camp Director or other administrative personnel about the situation. Include the name of the missing camper, when and where last seen, description of child: hair, eyes, weight, height, and, as close as possible, clothing. The Camp Director will organize an extended search. If the camper is not found in 20 minutes, the camper will be presumed lost. The Camp Director will institute a public search that will include contacting the sheriff department.
7. Do not ignore the remaining campers. Be calm and positive. Acknowledge their fears and move on to some activity.
8. Complete an incident report and any other reports requested.

INTRUDERS

Unfamiliar persons on the camp property may range from someone lost and looking for directions to a person with intent to do harm to persons or property. Some judgment must be made on the part of staff. Be observant as to the make, model, and license number of the car. Persons should be questioned to ascertain who they are and why they are here. Do not antagonize the intruder. Be polite, give assistance if possible, refer the person to the camp office, or ask them to leave. Inform them that this is private property and not open to the public. Observe to ascertain that the person leaves the site.

If the appearance of the unfamiliar person makes you uncomfortable, approach with another staff member. Someone should stay with the campers away from the situation.

If the person seems threatening in any way, do not approach or take any chances. Remove yourselves and the campers from the area, notify the camp office, and observe the whereabouts of the person.

If you see or suspect an intruder in camp at night, immediately and quietly notify the other staff members and the camp office. Check all camper sleeping areas with a head count. In order to prevent false alarms and unnecessary fright, all camp personnel will carry flashlights and identify themselves when walking in the camp at night.

Teach the campers to come quietly and tell you if they see an unfamiliar person on the property. If a child encounters an unfamiliar person, real or imagined, never tell the child that "it really wasn't anything," "there is no need to be afraid," or "it was just your imagination." Frightened children need to be allowed to experience their fear, to know that it is okay to be afraid, and to talk about their experience.

If you are off camp property, keep a staff member with the campers while two other staff members go to notify a park ranger or law-enforcement officer if someone seems to be behaving suspiciously or inappropriately around your area.

Notify the Camp Director immediately of any intruders. Complete an incident report and any other reports requested.

KIDNAPPING

DO NOT ALLOW ANYONE (stranger or known) TO REMOVE A CAMPER FROM CAMP!

All staff members will refer all visiting persons (stranger or known) to the Camp Director. Under NO conditions may a camper be removed from camp without the permission of the Camp Director.

Strangers may come to the camp in search of potential victims. Custody disputes between parents can result in an attempt to remove a camper from camp.

Should a camper be taken from camp without the expressed and direct approval of the Director: Get descriptions of all persons involved if possible (hair, clothes, height, license number of car, etc.). Notify the Camp Director IMMEDIATELY!

EMERGENCY CHECKLIST

When calling for EMS (911 or other emergency numbers), check the following boxes as information is given:

	Emergency is at Treasure Mountain Camp, 601 Nichols Mill Road, cross street Old Truckee Road, Sierraville, CA.		What happened (be concise)
	Telephone number and extension that call is being made from 530 994-3009		Number of people injured
	Your name		Condition of patient(s)
	Name of patient(s)		First aid being given

Truckee Hospital Directions 10121 Pine Ave, Truckee 530-587-6011

Exit camp and turn left.
 At the intersection, turn left.
 At intersection (Across from gas station), turn right towards Truckee on Hwy 89 (approximately 23 miles).
 Turn right on Donner Pass Road (.2 miles).
 Merge onto I-80 W toward Sacramento (1.1 miles)
 Take exit 186 toward central Truckee (.2 miles)
 Turn right on Donner Pass Road (.3 miles)
 Turn left on Pine Ave (<0.1 miles).
 Turn left to stay on Pine Ave (<0.1 miles).
 Go to 10121 Pine Ave.

24.8 miles from camp