



## City of Capitola Recreation Department 2016 Capitola Junior Lifeguards

### Information For Parents & Guardians

- The lifeguard station and Junior Guard equipment sheds are at the end of the Esplanade near the restrooms and bandstand. The Junior Guard instructors will have on red shirts or sweatshirts, and there will be tents set up on the beach to define meeting areas for each group. On the first day, find an Instructor, or the Coordinator, to be directed to your child's Instructor and meeting area.
- The Program Coordinator is the direct day-to-day supervisor of the program. Please contact them with any questions, concerns, or problems, or if you need to talk to the office staff call 475-5935.
- The City of Capitola and the Junior Lifeguard Program are not responsible for students outside of scheduled program hours and activities. **Parents are responsible for their children immediately prior to and immediately following scheduled program hours.** The morning session runs from 9:00 a.m. to noon; the afternoon session from 1:00-4:00 p.m. The time from noon to 1:00 pm is set aside for Instructors to rest and have lunch; **there is no direct supervision of your children between the hours of 12:00 pm and 1:00 pm.**
- It is the sole responsibility of each parent or guardian to ensure safe travel for their children to and from the Junior Lifeguard Program area at Capitola Beach. Please discuss a designated plan in advance each day with your child so he or she understands where and when to meet. In regards to this, and to facilitate traffic through the Village, we have included the attached "*Making Your Guard Transportation Plan.*" **Please consider all the alternatives to parking in the Village and/or to dropping off and picking up your child along the Esplanade.**
- **Uniforms:** Your child must wear a **Red** bathing suit. All Jr. Guards should wear red sport bathing suits that are appropriate for running and competing on the beach and swimming in the ocean. Boys should wear board shorts and girls should wear one-piece suits or two-piece competition suits. A few local places to check include O'Neill Surf Shop, Free To Ride, and other surf shops. If you mention that you are buying a suit for your child who is enrolled in Junior Guards, you may receive a discount.
- It's often chilly in the mornings; please plan accordingly. Your child should wear a red bathing suit and program t-shirt, but dress him or her in additional layers for optimal comfort. Sweatshirts, sweatpants and hats are recommended on cold days. Also, please have your child bring water and sunscreen of at least 30 SPF. Sunscreen should be applied before arriving on the beach and several times throughout the day. Junior Guards will have breaks during the program where they can get a drink of water and re-apply their sunscreen.
- **Lost & Found:** Please label all clothing, backpacks, or other items your child wears or brings to Guards with your child's name and your phone number. Any items found on the beach will be kept in a lost and found box at the Lifeguard Station; check with the Coordinator or one of the staff.
- Information flyers and weekly newsletters will be sent home on Fridays so that you can plan in advance for the following week's activities. You can also check our Junior Guard page on our website, [www.cityofcapitola.org/recreation](http://www.cityofcapitola.org/recreation), and "like" and check daily updates on our Facebook page, [www.facebook.com/capitola.recreation](http://www.facebook.com/capitola.recreation).
- Please read the attached *Program Rules of Conduct & Expectations for Participation*. The rules will be discussed with the children on the first day of the program. Parents will be notified of behavioral problems; any child who consistently violates the rules will be dropped from the program.
- Parents are welcome to stay and watch their children participate in the program, but should not interfere with activities nor interrupt or confront Instructors to express concerns. The Instructors' responsibility is to lead activities and manage the safety of the group; concerns should be addressed to the Coordinator of the program.
- **Group Photos:** Photos of the group are taken on picture day. Purchase these in advance through the Recreation office. Photos will be available at the awards ceremony or may be picked up at the

recreation office after that.

- **JG Sweatshirts, Sweatpants & Shorts:** The Parents Club sells these as a fundraiser for college scholarships; they will be available at our office and at the beach the first 2 days of each session.
- Please be advised that any time a swimmer hits his or her head on the bottom, particularly if he or she has “gone over the falls” (the wave folds over on itself, slamming the swimmer to the bottom) and/or complains of pain upon exiting the water, it is standard operating procedure to treat for C-spine injury (injury to the cervical vertebrae which, unless immobilized, could result in paralysis). The lifeguard staff will assess the child, place him or her on a backboard, immobilize his or her head and call 9-1-1. The Junior Guards Coordinator will call the parents.
- Capitola Recreation is committed to providing opportunities for children with special needs to experience fun, normal, integrated recreational activities. Staff training includes a section on the Americans with Disabilities Act, on sensitivity to people with special needs, and on adapting activities to meet the needs of all the children involved.
- **Holiday:** There is no program on the 4<sup>th</sup> of July holiday.
- **Capitola Competition:** For safety, congestion and traffic reasons, there will be no JG program (ages 9 & up) on the day of the Capitola Little Guard competition and no LG program (ages 6-8) on the day of the Capitola Junior Guard competition. You and your children are encouraged to come to the beach to watch the competitions, but there will be no regular program for the groups not competing that day.
- **Photos:** Photos taken of the program, and used for the Capitola Recreation brochure, the recreation department’s and Parents Club’s websites, or other promotional materials may include your child.

### **Making Your Guard Transportation Plan Helpful Information, Ideas & Suggestions for Getting Your Child to & From Guards**

#### **\*\*\* FREE PARKING PERMITS FOR LOWER BEACH LOT (PACIFIC COVE)**

Because of the very limited parking in the Village and the extremely slow crawl of traffic through the Esplanade, the Capitola Police Department is offering **free parking permits** for program participants. To receive your permit, please bring proof of your paid registration to the Capitola Police Department, and permits will be issued accordingly for Sessions 1 & 2. The proof must show that you’ve paid and which sessions your child is enrolled in. The permits are valid only in the Pacific Cove parking lot behind City Hall. It is the lower lot accessed by Capitola Avenue (directly behind the Police Department). Please note that these permits are not valid within the village, other parking lots or neighborhoods. Nearby neighborhoods are very impacted by our Jr Guard program. Please do not park on Depot Hill or in the Village while taking your child to and from Jr Guards.

You could also consider setting up a “walk pool” with several other Little Guard parents. Parents could meet in the remote lot and take turns being the parent who parks, walks the children to practice, stays for the day (or meets them later in the day), and walks everyone back to the remote lot. This would be something that interested parents would work out on their own.

#### **Parents with older children:**

Encourage your Junior Guard to ride his or her bike, walk, take the bus, or carpool. If you have to drop your child off, try to avoid circling through the Village. Use these alternative drop-off locations: Above Hooper’s Beach Stairs – west of the wharf; the Pacific Cove parking lot (see above). Carpool whenever possible.

#### **Everyone - Don’t Get a Ticket!**

The Capitola Police Department does enforce the existing traffic regulations in the Village. If you double park, block traffic and/or leave your car unattended, you *will* be ticketed.

## **Junior Lifeguards Program Rules of Conduct & Expectations for Participation**

The following rules outline in clear, specific, behavioral terms what is expected of children participating in our programs. They will be reviewed on the first day of the program. The parent(s) will be notified of any behavioral problems; any child who consistently violates the Program Rules of Conduct will be removed from the program.

The Junior Lifeguard program is not a learn-to-swim program. **All Junior Guards (ages 9 & up) will be required to pass a swim test on the first day of the program.** Jr. Guards are required to swim or be involved in ocean-oriented activities every day. **It is essential that all Jr. Guards be able to swim 100 yards (about 4 lengths of a pool) under 2:30 minutes without help and be able to tread water for at least 5 minutes. Prior swim lessons are highly recommended.** It is mandatory that all Jr. Guards are comfortable swimming in the ocean before enrolling in the Junior Lifeguard program. **Junior guards who are unable to pass the swim test may be dropped from the program.**

**Little Guards do not require a swim test, but must be comfortable in the ocean and able to tread water. Swim lessons prior to enrolling in the program are highly recommended.**

- For the safety and success of all Junior Lifeguards it is crucial that all orders from Instructors, Lifeguards, and/or Emergency Services Personnel be obeyed immediately.
- Children should be respectful toward the Coordinator and Instructors, and courteous to all persons with whom they come in contact, particularly while in uniform.
- All Junior Lifeguards must report on time to class each day wearing a program T-shirt and solid red swimsuit. Swimsuits must allow for frequent and strenuous exercise (i.e. no bikinis for girls or over-sized shorts for boys.)
- Lectures and instructions provide important safety information for program participants, therefore full attention must be given at all times in order to avoid possible injury to oneself or other Junior Lifeguards.
- Each child will check in and out with his or her Instructor at the beginning and the end of the program.
- Children are expected to participate in the planned activities; a child should communicate with the Instructors if he or she doesn't like the activity, or is hurt, sick, or upset.
- All Junior Lifeguard equipment must be handled properly and with care as directed by the Instructors. Intentional misuse of equipment is potentially dangerous and will result in disciplinary action.
- Children must stay within designated areas.
- All Junior Lifeguards must assist in daily clean-up of training and meeting areas.
- No child shall be emotionally abusive or cause physical distress or harm to another child; this includes: name-calling; shaming, teasing, taunting, threatening, hitting, pushing, poking, tripping, spitting at, inappropriately touching, or throwing things at another child.
- A child shall not use obscene language or make obscene gestures.
- A child shall not exhibit behavior that endangers himself or herself or others.
- Children are not to leave their groups without the permission of their Leader or Instructor. Children must stay within designated areas and within visual range of their Instructors. "Off-limits" areas will be clearly defined on the first day of the program.
- Violations of any of the above rules and regulations will result in disciplinary action in one or more of the following forms: (1) Verbal reprimand; (2) Temporary dismissal from a regular program activity in order to engage in an alternative training activity as directed by the instructor; (3) Parent conference; (4) Suspension from the program; (5) Dismissal from the program.



## Capitola Junior Lifeguards Session 1 Calendar: 6/13 - 7/15/16

Monday	Tuesday	Wednesday	Thursday	Friday
June 13 <b>Session 1 Begins</b>	June 14	June 15	June 16	June 17 All Guards receive shirts & patches
June 20	June 21	June 22 <b>AM &amp; PM Little Guards</b> Competition at Seacliff Beach 9 am – 3 pm <i>(regular schedule for other groups)</i>	June 23 <b>C's, B's, A's, &amp; AA's</b> Competition at Seacliff Beach 9 am – 4 pm <i>(regular schedule for Little Guards)</i>	June 24 <b>ALL GUARDS Picture Day</b> <b>9 am – Noon</b> <b>*** 1/2 –day ***</b> Capitola Beach
June 27	June 28	June 29	June 30	July 1
July 4 <b>HOLIDAY NO PROGRAM TODAY</b>	July 5	July 6 <b>AM &amp; PM Little Guards</b> Competition at Capitola Beach 9 am – 3 pm  <b>*** No Junior Guard program (ages 9 &amp; up) this day ***</b>	July 7 <b>C's, B's, A's, &amp; AA's</b> Competition at Capitola Beach 9 am – 4 pm  <b>*** No Little Guard program (ages 6-8) this day ***</b>	July 8
July 11	July 12	July 13	July 14	July 15 <b>ALL GUARDS 9 am-noon</b> <i>(No afternoon session today)</i> LG check-out Swim <b>Awards Ceremony</b> <b>Jade Street Park 5:30 pm</b>



## Capitola Junior Lifeguards Session 2 Calendar: 7/18 - 8/12/16

Monday	Tuesday	Wednesday	Thursday	Friday
July 18  <b>Session 2 Begins</b>	July 19	July 20  All Guards Receive shirts & patches	July 21  <b>Regionals Team            leaves for Regionals</b> Huntington State Beach <i>(regular schedule for            those not going)</i>	July 22  <b>Regionals            Competition</b> Huntington State Beach <i>(regular schedule for            those not attending)</i>
July 25	July 26	July 27	July 28	July 29 <b>ALL GUARDS            Picture Day</b> <b>9 am – Noon</b> <b>*** 1/2 –day ***</b> Capitola Beach
August 1	August 2	August 3 <b>AM &amp; PM            Little Guards            NORCALs</b> Competition at Santa Cruz 9 am – 3 pm <i>(regular schedule            for other groups)</i>	August 4 <b>C's, B's, A's, &amp; AA's            NORCALs</b> Competition at Santa Cruz 9 am – 4 pm <i>(regular schedule            for Little Guards)</i>	August 5
August 8	August 9	August 10	August 11	August 12 <b>ALL GUARDS</b> 9 am - Noon <i>(No afternoon            session today)</i> LG check-out Swim <b>Awards Ceremony</b> <b>Jade Street Park</b> <b>5:30 pm</b>