Monterey Junior Lifeguards

California State Parks, Monterey District

Junior Lifeguard Parent Handbook 2011

“What parents <u>NEED</u> to know”

TABLE OF CONTENTS

2011 PROGRAM DATES 3
2011 PROGRAM LOCATIONS 3
CONTACT INFORMATION 3
MISSION STATEMENT 4
PROGRAM HOURS 4
INSTRUCTORS 5
ENROLLMENT 5
TRYOUTS / PARENT MEETING 5
TRYOUT WAIVER 6
ATTENDANCE 6
PARTICIPATION IN ACTIVITIES 7
AGE REQUIREMENTS 7
WETSUITS 7
UNIFORMS 8
JUNIOR LIFEGUARD ASSISTANTS 8
2011 PROGRAM FEES 9
REFUND POLICY 9
DISCIPLINE 10
TUITION ASSISTANCE & DONATIONS 11
JUNIOR LIFEGUARD DAILY REQUIREMENTS 11
JUNIOR LIFEGUARD DAILY ITINERARY 12
DAILY LECTURE SCHEDULE & FIELD TRIP INSTRUCTIONS 13
STUDENT STORE ITEMS 13
SPECIAL ACCOMMODATIONS 13
BEACH WHEELCHAIR 14
NOTICE OF NONDISCRIMINATION POLICY 14
COMMENTS & SUGGESTIONS 14

2011 PROGRAM DATES

First Session: Monterey State Beach — Mon. June 6 – Fri. July 1

Second Session: Asilomar State Beach — Mon. July 11 – Fri. August 5

2011 PROGRAM LOCATIONS

First Session: Monterey State Beach / Houghton M. Roberts parking lot off of Sand Dunes Drive in Monterey (just south of Monterey Beach Resort)

Second Session: Asilomar State Beach off of Sunset Drive in Pacific Grove at the end of Highway 68 West (across from the Asilomar Conference Center, just below main boardwalk access to beach)

Look for the Monterey Junior Guard sign, the equipment trailer, and lots of kids.

CONTACT INFORMATION

PHONE NUMBERS

Junior Lifeguard Office: (831) 649-7144

Fax: (831) 649-2982

Email: montereyjg@parks.ca.gov

All Emergencies: 911

MAILING ADDRESS

Monterey Junior Lifeguards

CA State Parks, Monterey District

2211 Garden Road, Monterey, CA 93940

INTERNET ACCESS

Website: http://www.montereyjuniorlifeguard.com

MISSION STATEMENT

The mission of the Monterey Junior Lifeguard program is to provide quality aquatic safety education.

The Junior Lifeguard program introduces young people to safe aquatic recreational opportunities. Further, the program is designed to improve young people's physical conditioning and understanding of the environment while gaining respect for themselves.

This mission is accomplished with activities such as: open water swimming, paddle boarding, body surfing, surfing, sailing, kayaking, snorkeling, self rescue, etc. Respect for the environment is gained through lecture about pertinent aquatic topics. Respect for themselves is gained through personal progress and accomplishments. Respect for others is achieved by working with other youths in a team building environment.

Additionally, the mission of the Monterey Junior Lifeguard program embraces opportunities for community involvement and partnerships. The mission includes seizing opportunities to introduce non-traditional user groups to the wonders of ocean environments.

PROGRAM HOURS

9 a.m. to 2 p.m. Monday through Friday. Exceptions to normal program hours will be announced for field trips and other special events (field trip schedule and information will be handed out on the first day).

It is the sole responsibility of each parent or guardian to ensure safe travel for their child to and from the Junior Lifeguard program. **We strongly encourage parent carpools**. The program does not coordinate parent carpooling, but carpool lists are made available for your convenience.

California State Parks and the Junior Lifeguard program are not responsible for students outside of scheduled program hours. Parents are responsible for their children immediately prior to and immediately following scheduled program hours. Parents are expected to be prompt at dropping off and picking up their Junior Lifeguards. Please remind children to be ready with all of their gear before being picked up at 2 p.m. ***Please do not: double park, leave your car unattended in a loading zone, park in a red zone, etc. Law enforcement will strictly enforce all parking regulations.***

INSTRUCTORS

The Junior Lifeguard program is taught by professional California State Park Lifeguards. The lifeguards have extensive experience and training in: surf and ocean rescue, beach safety, First Aid, and CPR. The instructors also have teaching and interpretation experience with children. Guest lecturers include local Monterey Bay marine experts who share their knowledge and experiences with the children. Safety, education and having fun are our primary objectives.

There will be a minimum of six paid State Park Lifeguard instructors and several volunteer assistants with the Junior Lifeguards at all times during the program. This supervision level exceeds California's standard ratio of 20 students to 1 paid lifeguard instructor. A majority of the time, increased supervision will lower the student-to-instructor ratio. The increased supervision will be provided by: lifeguard supervisors, extra lifeguards, parents, and guest lecturers that are on the beach periodically throughout the four-week session.

The following are the names, roles, and titles of the Junior Lifeguard management staff:

Eric Sturm	Permanent Lifeguard / Supervisor
Erik Landry	Permanent Lifeguard / Program Oversight
Paul Wetterau	Seasonal Lifeguard II / JG Coordinator
JG Instructors	Seasonal Lifeguard I

ENROLLMENT

The program operates on a first-come, first-served basis. Due to the popularity of the program, it is expected to fill to capacity. **Children will not be enrolled until the Junior Lifeguard office receives the completed application, release of liability form and full tuition payment.** Enrollment is limited to 115 students per session.

TRYOUTS / PARENT MEETING

The Junior Lifeguard program is not a learn-to-swim school. Therefore, prospective students are screened at a tryout to see if they have the minimum skills needed to benefit from our program. The instructors approve a child's skill level based upon successful completion of the test and the child's swimming competence. ***Please understand that a child may physically complete all phases of testing and may not be accepted into the JG program. This is done for the safety of the child and the success of the**

program.*

Tryouts and the Parent Meeting will be held at 6:30 p.m. on Sunday, May 22 and Sunday June 26, 2011 at the Monterey Sports Center (301 E. Franklin off Del Monte Blvd).

The Parent Meeting is an information session that will include all important program details. This will be your opportunity to ask the coordinator any questions about the program. The tryouts will take place after the information session and will last approximately one hour. Students should have a bathing suit, a towel and be ready to swim. Yes, the pool is heated! If a student does not attend/pass the tryouts, you will be refunded the full amount of paid tuition— **please be aware that this may take over six months**. We appreciate your patience.

The tryout consists of:

1. **Swim 100 yards continuously**
2. **Swim 10 yards underwater**
3. **Tread water for 3 minutes**

Note: All new students must successfully complete the testing process to be eligible for the program.

TRYOUT WAIVER

Returning Junior Lifeguards who were in the program last year may skip the testing. However, **parents must sign the TRYOUT OPTION WAIVER** (on the back of the Monterey Junior Lifeguard student enrollment form) **and mail in their child's fees and application.**

ATTENDANCE

Roll is taken daily. Regular attendance is encouraged and will allow students to fully benefit from the program.

PARTICIPATION IN ACTIVITIES

STUDENTS ARE REQUIRED TO PARTICIPATE IN ALL REGULAR PROGRAM ACTIVITIES. Parents should be aware that rigorous physical exercise and ocean swims are a major part of the program. Refusal to participate may result in removal from the program. If a student is unable to participate in certain activities, the student should submit a note (from a parent or guardian) to one of the instructors upon arrival. ***If your child is sick or cannot participate in any activities, they should stay home***. Exercise and activities will vary for the children depending on their: age, size, strength, ability, confidence level, and ocean conditions. For example, the younger, smaller students may not have the same opportunities to utilize the paddleboards and other equipment, which require more body weight and strength.

AGE REQUIREMENTS

The age requirement for Junior Lifeguards is 9-16. The kids will often be divided into three smaller groups. These groups are based on: age, size, strength, ability, and confidence. Ages 14-16 are “As”, 12-13 are “Bs”, and 9-11 are “Cs.” The “A”, “B”, and “C” groups may be further broken into smaller groups (i.e. A1, A2, B1, B2, C1, and C2) for more personalized instruction.

WETSUITS

The ocean is cold in Monterey Bay (an average of 53° F) and full wetsuits are highly recommended for the Junior Lifeguard program. A good wetsuit is essential for your child to enjoy ocean activities and be comfortable. **WETSUITS ARE NOT PROVIDED.**

Several surf shops in Monterey and surrounding areas have good prices on new and used wetsuits. Most offer discounts for children enrolled in Junior Lifeguards. Some surf shops will even help resell your child’s used wetsuits. There are three surf shops in Monterey that sell new and used wetsuits at competitive prices. We recommend a new and properly fitted, 4mm/3mm full suit which can cost $100-$300 retail. O’Neill, Rip Curl and Body Glove are just a few of the top name brands. Rinse your child’s wetsuit with fresh water every day as salt water is highly corrosive. Booties and rash guards are not necessary, but earplugs and hoods are recommended for extra warmth and to prevent ear infections.

UNIFORMS

We require students to wear a uniform for safety and team camaraderie. The uniforms allow the instructors to safely monitor the children and distinguish them from other children who aren't participating in the program. Therefore, your child must wear the required uniform in order to participate. **Failure to wear the appropriate uniform will result in suspension from the program. Write your child's name on their clothing and encourage them to look after their belongings.**

Parents of Junior Lifeguards should come to the tryout night to purchase uniforms, t-shirts, and other recommended items. **If you cannot attend Tryout Night, uniform items are available during the first week of the program.**

Student's required uniform

Boys: Navy blue swim trunks and white JG t-shirt.
Girls: Navy blue one-piece swimsuit and white JG t-shirt.

Note: One white JG t-shirt is included in the program fees. Swim trunks and swimsuits may also be purchased through us.

Optional uniform items for students

Various Junior Lifeguard logo items are available through the student store. Optional items include: navy blue hooded sweatshirts, sweatpants, sun caps, t-shirts, shorts, swimsuits, etc.

Please write your child's name on his/her uniform and all other personal gear with a permanent marker. We must reduce our lost and found pile! Students will be assigned push-ups if we need to pick up their belongings.

Instructor Uniforms

Lifeguard instructors are distinguished from assistants and students by official California State Park clothing, including blue t-shirt, red lifeguard uniform swim trunks/swimsuit, and blue jacket with the official California State Park Lifeguard emblem.

JUNIOR LIFEGUARD ASSISTANTS

We are looking for responsible young adults 15 years of age or older who would like to participate in the Junior Lifeguard volunteer assistant program (younger assistants may be approved by instructor staff). Previous Junior Lifeguard experience, strong ocean swimming skills, and maturity are required. Junior Lifeguard volunteer assistants help the instructors with various tasks from 8:30 a.m. to 2:30 p.m., Mon - Fri. The assistants learn lifeguard-specific job skills and receive introductory lifeguard training. Junior Lifeguard

volunteer assistant programs have successfully prepared young people for seasonal lifeguard employment. Interested candidates should call the Junior Lifeguard office as soon as possible. Assistants must try out and attend training. Call (831) 649-7144 for more information.

2011 PROGRAM FEES

$400 per student/per session
$375 for each additional student in family
$375 for second session if student is enrolled in both sessions
No reduced rates are possible if your child cannot attend a full session. You may attend session one, session two, or both. **You may not split sessions.**
The tuition fees include: Junior Lifeguard t-shirt, field trip expenses, lectures, instruction, beach activities, Junior Lifeguard patch, certificate of completion (to be given at the end of the program), stickers, and more!

**** Make checks or money orders payable to: *CA State Parks, Monterey Jr. Guards* (cash and credit cards will not be accepted)**
** The Junior Lifeguard program does not maintain a cash change fund nor does it have a means to safeguard cash or process credit cards. Therefore, please do not request to pay fees or purchase student store items with cash or credit cards. **We are only able to accept personal checks, cashiers checks, and money orders.** Your thoughtful compliance with this request is greatly appreciated.

REFUND POLICY

- **There is a $50 fee for cancellations made prior to the first day of instruction, *but refunds will take SEVERAL months due to spending freezes.***

- Students may drop from the program at any time prior to the completion of the second week of instruction and receive a 50% refund of tuition. **After commencement of the first day of instruction of the program's third week, no refunds will be made.**

- Student injuries that occur during the program that preclude the student's continuation in the program will be given a pro-rated refund based upon the remaining number of days in the program, including the date of injury.

- There is no refund of fees for students suspended (one to three days) or for students who are removed from all further activities for disciplinary reasons.

DISCIPLINE

Student Discipline for Minor Incidents

For the Junior Lifeguard program to be successful, **students must exhibit behavior that is respectful of our staff, other students, and our equipment.** Group activities are vital to our program. A student who is disruptive to group activities and disrespectful to instructors diminishes the enjoyment and education of other students.

The intent of discipline is to gain compliance while instructing the student. Please familiarize your Junior Lifeguard with the following expected behaviors:

- Respect of other students and all staff; no shoving, hitting, insulting, or inappropriate physical contact of any nature
- Respect of the facilities, equipment and property of others
- Cooperation with others and good sportsmanship
- Following all safety rules and all instructions
- Listening quietly to directions and announcements
- Participation in regular program activities

The progressive steps of discipline are as follows:

1. When a minor discipline situation occurs, the student will be counseled about the situation and given an explanation of what behavior change is expected.

2. If a subsequent incident occurs, the student will be asked to take a **"TAKE A LAP."** This is a supervised swim or run of reasonable distance. Afterward, the student is allowed to rejoin the group activity.

3. If a student has a series of discipline situations in the same day or over several days, the lead instructor will inform the student's parent or guardian about the situation.

4. When a student continually disregards the instructors or shows little or no improvement with steps 1 through 3, the student will be suspended from the program for one day. The parent or guardian of the student will be informed that the student has been suspended. There will be no pro-rated refund of fees.

5. If after suspension, the student's behavior is still not acceptable, the parent or guardian of the student will be informed that the student may no longer attend any of the program's activities. There will be no refund of fees.

Major first-time incidents may progress the student directly to step 4 or step 5 of the above procedures. Major incidents include:

- Truancy
- Insubordination
- Fighting with another student or other person
- Unlawful or non-consensual touching of another person
- Stealing the property of another
- Vandalism of equipment or facilities
- Other conduct which brings disrespect to the Junior Lifeguard program or California State Parks

TUITION ASSISTANCE & DONATIONS

A limited amount of tuition assistance is available. If your child, or the child of someone you know, cannot participate in the Junior Lifeguard program without tuition assistance, please fill out a tuition assistance application. These can be found on our website at http://www.montereyjuniorlifeguard.com.

Tuition assistance operates on a first-come, first-served basis during regular enrollment periods and is limited. Scholarship and tuition assistance is based on completion of the California State Parks tuition assistance application and qualifying under its guidelines.

California State Parks is happy to be able to provide you with the finest of Junior Lifeguard programs. However, as our program grows, support is needed for field trips, equipment, and supplies. There are also many deserving children in our community who need tuition assistance. If you or your business is interested in making a donation to help these children, please contact us at (831) 649-7144.

JUNIOR LIFEGUARD DAILY REQUIREMENTS

All Junior Lifeguards must report at 9 a.m. SHARP and must leave the beach at 2 p.m. SHARP. Parents and guardians are responsible for their children after 2 p.m.! The lifeguards leave the beach at 2 p.m.

NOTE: Field trip days may have different reporting times and locations. **See field trip instructions (handed out on first day).**

All students are expected to participate in all activities, unless they have notes from their parents stating otherwise. **Refusal to participate may result in a child's removal from the program.** Kids should be on time, in full uniform, and prepared for a full day on the beach (i.e.: sand, sun, fog, cold weather, cold water, exercise, lectures, etc.).

Junior lifeguards should bring the following items to the beach every day:

Be in full uniform (JG t-shirt & navy blue trunks/swimsuit)	**required**
Warm clothing/towel (sweatshirt & sweat pants)	**required**
Wetsuit (full suit and hood)	**required**
Sun protection (sunscreen, hat, etc.)	**required**
Foot protection (sandals, shoes, booties, etc.)	**required**
Large lunch (sack lunch and **lots of drinking water**)	**required**
Lunch box (seagulls steal loose food!)	**required**
Backpack (to keep all your stuff together)	highly recommended
Boogie board, fins, etc.	optional
Hard surfboards	***not permitted***
Positive & enthusiastic attitude	**required!!!**

**** The Junior Lifeguard program is not responsible for any lost or stolen items ****

JUNIOR LIFEGUARD DAILY ITINERARY

Note: The schedule is tentative and subject to change on a daily basis due to hazardous conditions, inclement weather, etc. *When the surf is large, it may be necessary to move the program down the beach to a safer area. **Drop-off/pick-up locations DO NOT CHANGE!!!***

9:00 – 9:15 a.m.	**ROLL CALL**	(roll call, announcements, notes from parents, remove beach hazards, sunscreen application, etc.)
9:15 – 10:00 a.m.	**CALISTHENICS**	(stretching, warm-ups, sit-ups, push ups, jumping-jacks, beach runs)
10:00 – 11:30 a.m.	**ACTIVITIES**	(buoy swims, CPR and First Aid instruction, rescue techniques, marine education, etc.)
11:30 a.m. – 12:00 p.m.	**LUNCH**	(bring your own lunch to eat on the beach)
12:00 – 1:30 p.m.	**RECREATION**	(ocean recreation, beach games, etc.)
1:30 – 2:00 p.m.	**CLEAN UP**	(pick up all trash and all personal belongings, help clean and put away all JG equipment to leave beach cleaner than how we found it!)

DAILY LECTURE SCHEDULE & FIELD TRIP INSTRUCTIONS

A daily lecture/field trip schedule will be handed out on the first day of the program. Please read it carefully as the location of our program changes on field trip days. The daily schedule is tentative and subject to change due to unforeseen circumstances such as inclement weather, dangerous ocean conditions, hazards and the schedules of our guest lecturers. Any changes will be accompanied by a flier several days prior to the change.

STUDENT STORE ITEMS

Extra white **t-shirts** with JG logo (adult sizes S, M, L, XL)		**$10**
Navy blue **sweatpants** with JG logo (youth M, L & adult S, M, L)		**$20**
Navy blue hooded **sweatshirt** with JG logo (youth L & adult S, M, L, XL)		**$30**
Navy blue **surf trunks (unisex)**	(youth L & adult S, M, L, XL)	**$15**
Navy blue **surf trunks (new school)**	(sizes 22-36)	**$20**
Navy blue girls one piece **swimsuit** (sizes 24-38)		**$30**
Navy blue **ball caps** with JG logo (one size fits all)		**$15**
Navy blue **tonga/sun hats** with JG bear (one size fits all)		**$20**

The Junior Lifeguard required uniform is the white t-shirt with the Junior Lifeguard logo (included in course fees) and a navy blue swimsuit. Navy blue sweatpants and sweatshirts are recommended for warmth on cold mornings. For your benefit, we only sell high quality merchandise at or near wholesale prices. Tax is included in the price and all proceeds go directly back into the Junior Lifeguard program. **Please understand that it is not possible to purchase uniform items on the beach during program hours. Your child's safety is our primary concern and we cannot remove a lifeguard from the beach to assist with store purchases. Merchandise can be purchased during the first week of each session (8:30 – 9:00 a.m. and 2:00 – 2:30 p.m.) and on specified tryout dates (5/22 and 6/26 at 6:30 p.m.). We only accept personal checks, cashiers checks, or money orders**. **In the memo section of your check, please indicate what you are purchasing.**

SPECIAL ACCOMMODATIONS

Prospective students desiring special accommodations or services under the Americans with Disabilities Act must notify the program supervisor at least 60 days prior to the start of the program, or as soon as reasonably possible.

BEACH WHEELCHAIR

In order to better serve all members of the public who wish to participate in activities at the Monterey and Asilomar State beaches, an all-terrain “beach wheelchair” has been purchased to lend to visitors. The wheelchair has been specifically designed to be pushed across sand and along the water’s edge in order to serve those who seek coastal access but are limited by injury or permanent disability. It features large balloon tires and a stainless steel frame for durability.

Through an agreement made between the California State Parks, the Monterey Junior Lifeguard Program, and Monterey Bay Kayaks, the beach wheelchair is stored for use at Monterey Bay Kayaks, 693 Del Monte Ave. in Monterey. Reservations to use the Beach Wheelchair must be made through Monterey Bay Kayaks and are held on a first come, first served basis.

For more information about the Beach Wheelchair, please contact Monterey Bay Kayaks by phone at (831) 373-5357 or on their website at www.montereybaykayaks.com.

NOTICE OF NONDISCRIMINATION POLICY

The California State Junior Lifeguard Program admits students of any race, color, national or ethnic origin to all the rights and privileges, programs, and activities generally accorded or made available to students at the program. The state does not discriminate on the basis of race, color, national or ethnic origin.

COMMENTS & SUGGESTIONS

Your comments, suggestions, input, and ideas about our program are welcome and greatly appreciated. Please feel free to call, write, or e-mail the program leaders.