

# CREATING DEVELOPMENT PROGRAMS & CAMPS



This webinar, part of the Successful Surf Club Series, shares insights into running effective development camps for surf club Members.

## 1 Initial Steps for Running a Camp

- **Define Objectives:** Clarify the camp's purpose to guide decisions and outcomes.
- **Identify the Target Audience:** Know who the camp is for, and tailor activities to suit participants' ages and experience levels.
- **Timing:** Choose dates that fit within the Surf Life Saving calendar and avoid conflicts with Members' other commitments.

## 2 Planning & Action Matrix

- **Action Matrix:** Organise planning steps by creating a matrix. This helps in assigning roles, managing budgets, setting timelines, and tracking progress.
- **Key Tasks:** Ensure an efficient process for assembling a planning team, budgeting, booking venues, coordinating activities, and promoting the camp early to boost participation.

## 3 Venue Selection Considerations

- Choose a venue that provides:
  - **Suitable Dorm Arrangements** for participant safety and comfort.
  - **Accessible Drop-Off and Pick-Up** points for easy logistics.
  - **Catering Facilities** or nearby options to handle dietary needs.
  - **Access to Water Activities** if relevant, and close proximity to essential services (like hospitals).

## 4 Engaging Different Age Groups

- **Younger Participants:** Plan more hands-on and active activities to keep them engaged.
- **Older Participants:** Integrate workshop-style sessions to encourage critical thinking and leadership skills.
- **Avoid Replication:** Avoid reusing programs from other camps to keep the experience unique and stimulating.

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## Collaboration Between Clubs

- **Shared Resources:** Partner with nearby Clubs to pool resources, share ideas, and reduce the workload for individual clubs.
- **Enhanced Experience:** Collaborative camps often lead to richer experiences for participants and reduce logistical challenges.

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## Chaperoning Requirements

- **Adult-to-Participant Ratio:** Maintain a 1:8 ratio by gender for safe and adequate supervision.
- **Zero Tolerance:** Chaperones must adhere to strict policies on alcohol and drug use.
- **Multiple Adults:** Always have multiple adults on hand during transit and room checks to enhance safety.

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## Risk Management & Insurance

- **Special Event Application:** Complete this to ensure insurance coverage, especially for unique or high-risk activities.
- **Provider Insurance:** Confirm that any external activity providers have appropriate insurance coverage for their activities.

8

## Documentation & Permissions

- **Participant Details:** Collect dietary needs, medical information, and contact details.
- **Pick-Up Permissions:** Secure written authorisation if someone other than a parent will be collecting a participant.
- **Media Consent:** Obtain consent via a media declaration form for using participant photos/videos in future promotions.

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## Feedback & Promotion

- **Anonymous Surveys:** Encourage honest feedback by keeping responses anonymous. Surveys should be concise, asking key questions to gauge the camp's success.
- **Promotional Content:** Capture photos, videos, and testimonials to create a compelling story for future camp promotions.

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