

**ELIOT INSTITUTE
BOAT DOCK VOLUNTEER
(Revised March 2017)**

SELECTION: Volunteers either sign up before camp on Camp Participation Form or at camp. Responsible to the Boat Dock Coordinator.

QUALIFICATIONS: A responsible adult 18 years or older.

GENERAL RESPONSIBILITIES: Ensure the use of boats in the Seabeck lagoon occurs only in accordance with established safety routines.

SPECIFIC RESPONSIBILITIES:

- For your information: First aid supplies are in the First Aid Cart located in the Inn Lobby for July and August camps and Juniper for Creative Arts Eliot. The automatic electronic defibrillator (AED) is stored in the Inn Office.
- For significant accidents fill out an insurance incident report form which you can get from the Dean or Registrar.
- Check that all children and youth under 18 either have a Paddle Boat or Row Boat stripe on their bracelet, or are with an adult. Alternately, if they have a swim stripe, they may take a boating test. A child with a swim stripe is allowed to go in a boat with another youth under 18 who has passed a boating test.
- All boaters under 18 must wear life jackets. It is recommended adults wear life jackets also (to set a good example). Assist boaters with putting on life jackets. Make sure the jacket is snug, all straps are tightened, and any clips are fastened.
- Assist boaters in and out of their boats ensuring they do so at the low ramp at the end of the dock.
- Instruct boaters on no dangerous play or standing up in the boats or roughhousing on the dock. Remind boaters to stay in the boat unless they are disembarking at the dock.
- Instruct boaters not to cross the rope into the part of the Lagoon reserved for swimmers. Keep a watchful eye to ensure compliance with this rule.
- Administer boating tests, as required, to campers under 18 years old, and provide the appropriate bracelet stripe for those who have passed their test. Appropriate colored tape is available from the Waterfront Director. [See document "Boating Tests"]
- At the end of your shift ensure your volunteer replacement knows who is out in which boats and where they are.
- At the end of a boating session, check to see all boats are secured to the dock, life jackets are put away, and the oars are locked in the rack.

AIR HORN PROCEDURE:

IF THE AIR HORN SOUNDS THREE LONG BLASTS FROM THE SWIM DOCK, MAINTAIN YOUR POSITION AT THE BOAT DOCK IF THERE ARE PEOPLE OUT IN BOATS. IF NO BOATERS ARE ON THE WATER, CLOSE THE BOAT DOCK, BUT REMAIN AT THE BOAT DOCK IN CASE A BOAT IS NEEDED. (Note: One blast means the Lifeguard is calling swimmers to attention.)