



**The Salvation Army**  
**Camp SWONEKY**  
605 Middleboro Rd  
Oregonia, Ohio 45054  
513.932.1794 – Fax: 513.932.8831

## **Camp SWONEKY User Group Facility Standards of Operation**

*Please consider the following guidelines when preparing for your visit and review them with your group upon arrival.*

### **Property Guidelines**

- ◆ Alcoholic beverages are not permitted on camp property. If smoking is required, please inform your host and a designated area will be so noted.
- ◆ Firearms are not permitted on camp property at any time.
- ◆ Private golf carts and/or utility vehicles are permitted only with prior approval from Camp SWONEKY. The use of these vehicles must be covered solely by your own insurance and safe driving/usage will be expected.
- ◆ Pets and animals of any kind **are not allowed** on camp property. You will be asked to remove the animal if it is brought to camp.
- ◆ After unloading at the cabins, please move all vehicles to designated parking areas. No driving or parking is permitted on the walking paths or grassy areas.
- ◆ Bicycles, motorbikes, skateboards and roller blades are not permitted on camp grounds
- ◆ The maintenance garage is off limits to groups using the facility. This is an issue of both security and safety. Please help with this issue by staying clear of this area.
- ◆ Use of the Main Office is solely for Camp SWONEKY staff. Please make arrangements for “Office-type” needs prior to finalizing your *Facility Use Agreement*.
- ◆ No signs, posters, schedules, etc, may be attached to the wood of any buildings. This includes nails, push pins, thumbtacks, staples, or any other fastener that makes a hole in the wood. If this is a need for your group, please see the Camp SWONEKY staff for assistance.
- ◆ Nobody is allowed to use the lake or swimming pool for wading, swimming, boating, etc without the presence of lifeguards on duty. If this is to be part of your group’s program, an additional fee will be required. Contact Matt Yoder regarding this addition to the facility usage as additional staff will be required. During the winter, please note that the ice on the lake is not tested for patron safety, and so requires that all users stay off of the lake ice at all times.

- ◆ Hazing and Pranks are **strictly prohibited**. This involves all types of “initiations” and/or acts upon another person. Due to the severity of the potential consequences, this policy will be strictly enforced. This is for the safety of the patrons, and the camp.
- ◆ Plants and trees should not be disturbed, cut, or picked.
- ◆ Fires are permitted only in the designated campfire area and this is to be pre-arranged with Camp SWONEKY staff. If a large quantity of wood is needed, there will be an additional fee. Fires will occur only under the direct supervision of Camp SWONEKY staff. Please contact Matt Yoder directly if your group will want to include fires in the program.
- ◆ For safety reasons, guests are not permitted to use or play on the Challenge Course Area and Climbing Wall. This area is available for use if pre-arranged for your program. There is an additional fee for this program area as specialized staff are required to facilitate the area. Leaders are expected to enforce this guideline.
- ◆ Camp SWONEKY is not responsible for the loss or damage to personal property brought to Camp SWONEKY.

### **Health and Safety**

- ◆ You will be responsible for any emergency transportation, either by personal vehicle or ambulance service. In case of an emergency, dial “911” from the payphone (located in the Rec Hall) or your cellphone. If you call “911”, please notify your camp host so that they are aware that emergency services are coming to camp.
- ◆ You are advised to make sure at least one adult in your group is certified in CPR and First Aid.
- ◆ You are advised to gather for all of your group members the following information.
  - 1) Name and address of all participants
  - 2) Emergency contact names and numbers
  - 3) Listing of all persons with known allergies or serious health conditions requiring special accommodations
  - 4) For all minors without a parent on site, signed permission to treat forms
- ◆ A First Aid Kit is located in the Dining Room Kitchen or can be obtained by contacting your camp host. Report all accidents, injuries, and emergencies to your camp host.
- ◆ Report any intruders to the camp host immediately. (Use your best judgment on this as we do have other people using the property and working here.)
- ◆ The camp speed limit is 5 miles per hour. This will be strictly enforced.

### **Food Service**

- ◆ If providing your own food service, you are advised to follow the guidelines posted in all kitchen areas for proper handling and storage of food, including regular monitoring of refrigeration temperatures to assure they are 40° or cooler, and proper cleaning procedures. Report any malfunctioning equipment to the host immediately.

- ◆ All meals are served cafeteria style. Seconds are typically available after all guests have gone through the line initially.
- ◆ The following meal times have been established as meal times unless other arrangements have been made in advance:  
Breakfast: 8:00am      Lunch: 12:00pm      Dinner: 5:00pm
- ◆ All meals served by Camp SWONEKY will end 1 hour after the beginning of the meal. This is necessary due to the nature of food safety and quality. All members of the group must leave the dining room no later than 1 ½ hours after meal start time.

### **Departure**

- ◆ We kindly ask for your assistance in straightening up the areas that you used. We do not expect that you would clean the facilities but ask for the common courtesy of straightening up, returning all items and furniture used to their original location, and picking up trash inside and outside the areas that your group used.
- ◆ If you have used Camp SWONEKY linens, please:
  - Fold blankets and place at the end of the bed.
  - Place sheets by the front door of the cabin.
- ◆ Tie up garbage and place in the large garbage can on the front porch.
- ◆ Your group should prepare to depart no later than one hour after the end of your last meal unless agreed upon in writing prior to your arrival.

### **Assistance**

- ◆ If you have any questions or need anything, please contact your camp host via the Two-Way Radio in the Dining Room Kitchen, call Matt Yoder at 513-646-8304 or come to his home next to the Dining Hall (SWONEKY Lodge Apartment 1).

-Updated 1/7/08-