

Staff Qualifications for Summer Camps

General Staff

Camp Director

Each day camp, traveling day camp, and overnight camp shall be supervised by a camp director, who may also be the camp operator, and who shall have at least:

- (1) a bachelor's degree or be at least 21 years old for a day or traveling day camp, or 25 years old for an overnight camp; and
- (2) 24 weeks of previous administrative or supervisory experience in camping or equivalent experience acceptable to the State Commissioner of Health and the Department.

The director must also have received State Central Register Database Clearance (SCR) and completed a Criminal Conviction Statement for screening. A permit shall not be issued unless the camp director has attended an orientation session provided by NYC Department of Health (the Department). Camp Director must complete a training in recognizing and reporting child abuse, neglect, and maltreatment.

Health Director

The camp health director may be a physician, nurse practitioner, physician's assistant, registered nurse, licensed practical nurse, emergency medical technician, or other person acceptable to the Department. At an overnight camp, the camp health director shall be on site. At a day camp or a traveling day camp, the camp health director shall be available as specified in the camp's approved written safety plan. If the camp health director is not on site, the program shall designate an assistant, as specified in the camp's approved written safety plan.

The on-site camp health director or on-site designee(s) must possess:

- (1) certification in an *acceptable first aid training program (e.g. Advance First Aid by American Red Cross) and
- (2) a current certification in an *acceptable CPR training program (e.g. CPR Pro by American Red Cross)

Trip Leader

A trip leader shall be in charge of all trips away from camp. They must be at least 18 years old and have participated in at least three out-of-camp trips in a similar program activity as a camp staff member.

A trip leader must possess or be accompanied by staff who possess:

- (1) certification in an *acceptable first aid training program (e.g. Advance First Aid by American Red Cross) and
- (2) a current certification in an *acceptable CPR training program (e.g. CPR Pro by American Red Cross)

Activity leader

An activity leader is required when campers engage in high-risk activity. An activity leader must be at least 18 years of age, be present for any high-risk activity in which campers are engaged and be deemed competent in the activity being conducted.

Senior Counselor

Senior counselors, including specialty and general counselors, shall be at least 18 years old at an overnight camp, and at least 16 years old at a day camp or traveling day camp. In addition, the counselor shall either have experience in camping and supervision of children or have completed a training course acceptable to the Department.

Minimum Counselor-to-Camper ratios

Age Group	Normal Activities	Aquatics Activities	Overnight Camps	Trips	Passive Activities
Up to Age 5	1:6	1:4	1:6	1:5	1:25 (all ages)
Ages 6-7	1:9	1:6		1:6	
8 and Older	1:12	1:8	1:8		

Junior Counselor

A junior counselor or counselor-in-training (CIT) is a camper who is assigned to assist on-duty counselors or other staff members as described in the camp's written safety plan in performing specific duties. **A junior counselor may not supervise campers and cannot be counted towards ratios.** They shall be supervised as a camper. All junior counselors shall receive training specific to their duties at camper orientation. Junior counselors shall not be included in calculating counselor to camper supervision ratios.

Junior counselors at a day or traveling day camp shall be at least 15 years old (16 years old for overnight camps) and have at least two seasons of prior experience as a camper.

Additional Staff Certifications

First Aid Training per 50 campers

At a day camp and traveling day camp, one staff member shall be certified in an *acceptable standard first aid training for every 50 campers, e.g., Basic First aid by ASHI

At an overnight camp, in addition to the health director, one staff member shall be certified in an *acceptable standard first aid training for every 50 campers (e.g., Basic First aid by ASHI)

CPR Training per 100 campers

At a day camp, traveling day camp or overnight camp, one staff member shall be certified in a current *acceptable CPR training for every 100 campers (e.g., CPR Pro by American Red Cross)

Aquatics Staff

Aquatics Director

A camp aquatics director shall oversee all swimming activities that occur at swimming pools, bathing beaches, and aquatics theme parks. This person shall supervise lifeguards, progressive swimming instructors and counselors with bather supervision responsibilities during swimming activities. They must also implement the camp safety plan. The camp aquatics director shall:

- (1) be at least 21 years old
- (2) have a minimum of:
 - a. one season of previous experience as a camp aquatics director at a New York State camp or

- b. two seasons of previous experience consisting cumulatively of at least 12 weeks as a camp lifeguard at a swimming pool or bathing beach which had more than one lifeguard supervising it at a time or
 - c. at least 18 weeks of previous experience as a lifeguard at a swimming pool or bathing beach which had more than one lifeguard supervising it at a time
- (3) have successfully completed a training course in *lifeguard supervision and management
- (4) have annually reviewed and documented the review of the camp’s safety plan for swimming and
- (5) possess a current certificate in an *acceptable CPR training program.

New Aquatics Directors must also attend an aquatic orientation session held by the NYC Health Department’s Bureau of Child Care.

Lifeguards

A qualified lifeguard shall:

- (1) be at least 17 years of age; and
- (2) meet *lifeguarding, first aid and CPR certification requirements, as detailed in Part 6 of the State Sanitary Code, including the following:

Bathing Facility Type	Minimum Lifeguard Supervision Level
Ocean surf	Supervision Level I
Pool only	Supervision Level IIa
Pool and/or beach	Supervision Level IIb

One qualified lifeguard for every 25 swimmers must be provided.

***Refer to the current year’s New York State Department of Health Aquatics, CPR, and First Aid Certification Fact Sheets for accepted courses:**

- [First Aid Certifications](#)
- [Cardiopulmonary Resuscitation \(CPR\) Certifications](#)
- [Camp Aquatics Director Fact Sheet](#)
- [Progressive Swimming Instructor Fact Sheet](#)
- [Lifeguarding Certifications](#)
- [Camp Trip Swimming Program Safety Certifications](#)
- [New York State Bathing Facilities Supervision Level III Aquatic Staff Certifications Required for Instructional Activities](#)
- [Level III and IV Aquatic Supervision Staff Cardiopulmonary Resuscitation \(CPR\) Certifications](#)
- [Learn-to-Swim Programs for New York State Children’s Camps](#)
- [Qualified Pool Water Treatment Operator Courses and Certifications](#)