

# Monterey Junior Lifeguards

California State Parks, Monterey District



## Junior Lifeguard Parent Handbook 2010

“What parents NEED to know”

# TABLE OF CONTENTS

2010 Program Dates	3	JG Assistants	8
2010 Program Locations	3	2010 Program Fees	9
Contact Information	3	Refund Policy	9
Mission Statement	4	Discipline	9
Program Hours	4	Tuition Assistance	11
Instructors	5	Donations	11
Enrollment	5	Daily Requirements	11
Tryouts	5	Daily Itinerary	12
Tryout Waiver	6	Daily Lecture Schedule	13
Attendance	6	Field Trip Instructions	13
Participation in Activities	6	Student Store Items	13
Age Requirements	7	Special Accommodations	14
Wetsuits	7	Beach Wheelchair	14
Uniforms	7	Nondiscrimination Policy	15

## **2010 PROGRAM DATES**

First Session: Monterey State Beach  
Second Session: Asilomar State Beach

June 7 - July 2  
July 12 - August 6

## **2010 PROGRAM LOCATIONS**

First Session: Monterey State Beach 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 when you first hit the beach, 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 on the beach!

## **PHONE NUMBERS**

Junior Lifeguard Office: (831) 649-7144

Fax: (831) 649-2982

Email: [MontereyJG@parks.ca.gov](mailto: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**

**Web site:** <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, understanding of their environment, and respect for themselves.

The mission is accomplished with activities including practice in: open water swimming, paddle boarding, body surfing, surfing, sailing, kayaking, snorkeling, and self rescue. Respect for the environment is increased by daily physical contact with the environment and through lecture about pertinent aquatic topics. Increased respect for themselves is gained through personal progress and accomplishments. Respect for others is increased 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 in school instruction. 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. However, 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 State Park Lifeguards. The lifeguards have extensive experience and rigorous training in: surf & 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 periodically on the beach throughout the four-week session.

### **The following are the names, roles, and titles of the junior lifeguard management staff:**

Eric Abma	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's expected to fill to capacity. **Children won't be enrolled until the junior lifeguard office receives the completed application, release of liability form and full tuition payment.** Enrollment is limited to 120 students per session.

## TRYOUTS

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 will be held at 6 p.m. on Sunday, May 23 and June 27, 2010 at the Monterey Sports Center (301 E. Franklin off Del Monte Blvd).**

If a student does not attend/pass the tryouts, you will be refunded the full amount of paid tuition. The tryouts will last about an hour. Students should have a bathing suit, a towel and be ready to swim. Yes, the pool is heated!

**The tryout consists of:**

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

**Time standards for the 100 yard swim are as follows:**

- Ages 9-11: under two minutes and forty seconds**
- Ages 12-13: under two minutes and thirty seconds**
- Ages 14-16: under two 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. Please notify us if your child will be absent for more than two days in a row.

### **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. Exercise and activities will vary for the children depending on their: age, size, strength, ability, confidence level, and ocean conditions. The younger, smaller students will 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. Much of the training will be in one large group. However, the kids will often be divided into three smaller groups. These are primarily based on age. However, size & strength, ability, and confidence are also considered. Generally, 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.

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. Sometimes, Costco carries economical wetsuits, but 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. 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.

Parents of returning junior lifeguards may come to the tryout night to purchase: uniforms, T-shirts, and other recommended items. **If you cannot attend Tryout Night, uniform items will be available by appointment at 2211 Garden Road in Monterey.**

### **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 awarded 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 youths, 16 years of age or older who would like to participate in the junior lifeguard 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 assistant programs have successfully prepared young people for seasonal lifeguard employment. Interested youths should call the junior lifeguard office as soon as possible. Assistants must tryout and attend training. Call 649-7144 for more info.

## 2010 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, parent handbook, 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! Our program costs less and includes more than similar junior lifeguard programs in Southern California and is far cheaper than most summer camps. It's also really fun!

**\*\* 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.**
- . • Students may drop from the program at anytime 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 instructors and other staff
- . • Respect of other students; no shoving, hitting or insulting
- . • 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 conducts which brings disrespect to the Junior Lifeguard program or California State Parks

Any time a major behavior problem occurs, the Program Supervisor shall advise the situation.

### **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 contact us for a tuition assistance application.

Due to limited funding, tuition assistance is only available for one student per session each year, unless benefactors make a substantial donation. Tuition assistance operates on a first-come first-served basis during regular enrollment periods. 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 youths 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.

### **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 (ie: 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)	<b>required</b>
Warm clothing/towel (sweatshirt & sweat pants)	highly recommended
Wetsuit (full suit and hood)	highly recommended
Sun protection (sunscreen, hat, etc...)	highly recommended
Foot protection (sandals, shoes, booties, etc...)	highly recommended
Large lunch (sack lunch and <b>lots of drinking water</b> )	highly recommended
Back pack (to keep all your stuff together)	highly recommended
Boogie board, fins, etc.	optional
<b>Hard surfboards</b>	<b>not permitted*</b>
Positive & enthusiastic attitude	<b>required!!!</b>

## Junior Lifeguard Daily Itinerary

\*Note: The above schedule is tentative and subject to change on a daily basis due to hazardous conditions, inclement weather, the day's activities or other concerns. \*At times when the surf is large, it may be necessary to move the program down the beach to a safer area. If this occurs, drop-off and pick-up locations DO NOT CHANGE!!!

<b>9:00-9:15</b>	<b>ROLL CALL</b>	(roll call, announcements, notes from parents, remove beach hazards, sunscreen application, etc.)
<b>9:15-11:00</b>	<b>EXERCISE</b>	(stretching, warm-ups, calisthenics, sit-ups, jumping-jacks, push ups, beach runs, buoy swims)
<b>11:00-12:00</b>	<b>LECTURE</b>	(daily lecture topics reflected on attached schedule)
<b>12:00-12:30</b>	<b>LUNCH</b>	(bring your own sack lunch to eat on beach)
<b>12:30-1:30</b>	<b>RECREATION</b>	(beach games, ocean recreation, safe use of soft surfboards, boogie boards, and JG equipment)
<b>1:30-2:00</b>	<b>CLEAN UP</b>	(pick up all trash, pick up 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 during field trips and other special 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 <b>t-shirts</b> with JG logo (adult sizes S, M, L, XL)	<b>\$10</b>
Navy blue <b>sweatpants</b> with JG logo (youth M, L & adult S, M, L)	<b>\$20</b>
Navy blue hooded <b>sweatshirt</b> with JG logo (youth L & adult S, M, L, XL)	<b>\$30</b>
Navy blue <b>surf trunks (old school special)</b> (youth L & adult S, M, L, XL)	<b>\$10</b>
Navy Blue <b>surf trunks (new school)</b> (sizes 22-36)	<b>\$20</b>
Navy blue girls one piece <b>swimsuit</b> (sizes 24-38)	<b>\$30</b>
Navy blue <b>ball caps</b> with JG logo (one size fits all)	<b>\$15</b>
Navy blue <b>tonga/sun hats</b> with JG bear (one size fits all)	<b>\$20</b>

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. **To purchase merchandise**, call ahead of time to meet at the Junior Lifeguard van before or after regular program hours and speak to a lifeguard. **We only accept personal checks, cashiers checks, or money orders. In the memo section of your check, please indicate what you're purchasing.**

*Please write your driver's license # on the check. Items can be returned or exchanged if the item is still in new condition and still has the tags attached.*

**\*Please understand that it may not be 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. If you need uniform items, call the JG office at (831) 649-7144. Please be patient. The returned phone call may be delayed. Thank you.**

## **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](http://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 and 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.