
7.719 RULES REGULATING SPECIAL ACTIVITIES [Rev. eff. 6/1/07]

These rules for Special Activities shall apply to School-Age Child Care Centers, Residential Child Care Facilities, and Children's Resident Camps.

GENERAL PROVISIONS [Rev. eff. 6/1/07]

- A. There shall be a written program that reflects the purpose of the child care facility, including a list of activities at the child care facility. The written program must be provided to parents.
- B. Parents shall be given the opportunity to indicate to child care facility staff whether they do not wish their child to participate in a special activity (see Section 7.711.61, A. 10).
- C. Each phase of the child care facility program shall be under the supervision of a resident qualified staff member who shall be responsible for health and safety precautions. Verification of experience and/or certification shall be in the staff members personnel files at the child care facility.

- D. If the child care facility participates in special activities other than those for which rules are found in this section, such as ballooning or winter camping, the child care facility shall develop and follow a written plan which includes at least the following:
1. The qualifications of the supervisor of the activity.
 2. The qualifications of any other staff members necessary for proper supervision of the activity.
 3. The number of necessary staff members needed to supervise the activity.
 4. Conditions under which a child may participate in the activity, such as age or skill level of the child.
 5. Any special equipment necessary, its supply and condition.
 6. Access to medical treatment.
 7. Development of an emergency plan.
- E. Paint ball activities where children shoot paint balls at other children are prohibited at a child care facility.
- F. The staff member supervising special activities shall possess evidence of appropriate experience, training, and/or certification in the program specialty. Said staff member shall be present at the site of the activity whenever the activity is being earned out unless otherwise indicated in these rules.
- G. The qualified supervising staff member of special activities shall have the following duties:
1. Direct training of other staff members working in the activity.
 2. Assign duties to staff members.
 3. Assure that all necessary equipment is complete, in good repair, and safe to use.
 4. Assure that environmental hazards are not severe enough to cause danger to children.
- H. Rules shall be reviewed with children at the beginning of each activity.
- I. First Aid supplies shall be available at each special activity site.
- J. The staff to child ratio for each type of facility must be followed according to rules for that facility regardless of activity unless the ratio is different for the specified activity, in which case the activity staff to child ratio should apply.

WATER ACTIVITIES

7.719.21 Swimming [Rev. eff. 6/1/07]

- A. There shall be a swimming supervisor who, as a minimum, holds a current Red Cross life guard training certificate or equivalent, such as a YMCA or Boy Scout aquatics instructor's certificate. If the child care facility is offering swimming instruction, the swimming supervisor must also hold a Red Cross water safety instructor certificate or equivalent.

- B. At any time the swimming area is open, there shall be at the swimming area a staff member who holds at least a current life guard training certificate or equivalent for each thirty campers in the water. There shall be present as least one staff member for each ten children in the water. The lifeguard does not count in the staff to child ratio for supervision of children.
- C. The swimming area shall be off limits when appropriate numbers of qualified staff members are not present.
- D. If the child care facility uses a pool for which the child care facility is not responsible, the child care facility need not provide a lifeguard if there is a qualified lifeguard provided by the pool. If the pool does not provide a qualified lifeguard, staff members meeting qualifications stated at Section 7.719.2, B. must be provided by the child care facility. There shall be at least one staff lookout counselor at the pool for each ten children in the water.
- E. Swimming area rules and emergency procedures shall be posted in a visible location at the swimming area.
- F. The swimming pool or swimming area shall meet the standards of the Colorado Department of Public Health and Environment.
- G. If children are permitted to swim in a lake or pond, swimming areas shall be clearly designated
- H. Before children are permitted to swim in deep water, swimming skills must be tested by property trained staff members.
- I. There shall be a system known to child and lookout staff for checking the children when children are in the water.
- J. The following equipment must be available for use at the pool side or the take shore in which swimming is permitted:
 - 1. A rescue tube;
 - 2. Reach pole; and,
 - 3. Backboard.
- K. Where the size of the body of water makes it impossible to reach victims by reach pole, rescue tube or other rescue device, a rescue boat must be available at all times.
- L. If a child care facility has shoreline activities such as wading, fishing, ecology or nature studies, the child care facility shall have a written policy which defines qualifications of persons accompanying the group and safety, factors to be followed. Staff members shall be acquainted with the policy.
- M. In the case of a travel-trip camp, there shall be a minimum of one staff member who holds at least current Red Cross life guard training certificate or equivalent who is responsible for all swimming activities.

7.719.22 Boating, Canoeing, Sailing, and Kayaking on Flatwater [Rev. eff. 6/1/07]

- A. The boating supervisor shall hold, at a minimum:
 - 1. A current Red Cross life guard training certificate or equivalent; or,

2. Boy Scout certificate; or,
 3. Basic small craft instructor, small craft safety, or paddle safety certificate for the type of craft which is to be supervised; or,
 4. Documentation of experience indicating knowledge and skill in teaching and supervision specific to the watercraft activities to be conducted.
- B. The boating supervisor, or staff member equally qualified who has been trained by the boating supervisor, must be on site during the activity.
- C. Other staff members shall have appropriate experience and training for the type of craft to be utilized.
- D. Whenever children are on the water they shall be wearing a United States Coast Guard approved personal flotation device appropriate to the weight of the child.
- E. There shall be a minimum of two lookout staff members at the shoreline and/or on the water at any time when children are on the water in boating, canoeing, kayaking or sailing activities. Hazards such as the size of the lake, the skill of the children, the conditions of the water, and the temperature of the water, shall be taken into account by the supervisor of the activity when determining the number and location of lookout staff necessary with the children, but there shall never be fewer staff with the children than those required at Section 7.711.23, D.
- F. Except for kayaking, there shall be a staff member in any boat which holds one or more children under seven years old.
- G. At no time shall the occupancy of the craft exceed the capacity established for the craft by the United States Coast Guard standards.
- H. There shall be a warning device, such as a loud whistle, air horn, or other audible signal device, which can readily be heard by persons on the water that indicates the need for children and staff to return to the facility.
- I. Where the size and depth of the Body of water indicates, there shall be a rescue boat in close proximity to where the activity takes place. This rescue boat shall be in good repair and shall contain appropriate equipment, such as a rescue tube, reach pole, extra oar, or paddle.
- J. Water craft shall not enter a swimming area when swimmers are in the water.

7.719.23 Boating, Canoeing, Tubing, and Kayaking on Class I or II Moving Water [Rev. eff. 6/1/07]

- A. The boating supervisor shall hold, at a minimum:
1. Current Red Cross life guard training certificate or equivalent; or,
 2. Boy Scout certificate; or,
 3. Basic small craft instructor certificate for the type of craft which is to be supervised; or,
 4. Documentation of experience indicating knowledge and skill in teaching and supervision specific to the watercraft activities to be conducted.
- B. The boating supervisor must be on site during the activity.

- C. Children shall only canoe, tube, or kayak on Class II or less water.
- D. Supervising staff must be experienced and knowledgeable about the river being used, including the height and speed of the river.
- E. The child care facility must have a written policy on evaluating the safety of the river. Supervising staff must be trained on the policy.
- F. Each child shall wear a United States Coast Guard approved personal flotation device whenever they are on the moving water.
- G. The supervisor of this activity shall be trained in Red Cross standard First Aid and safety, and CPR.
- H. The supervisor shall be familiar with rescue techniques with canoes, kayaks, and tubes on moving water and shall train children in these techniques.
- I. Rescue equipment appropriate to the activity shall be available, such as rope throw bag and rescue tubes.

7.719.24 White Water Rafting on Class III and IV Rivers (Classes of rivers are those as defined by the International Scale of River Difficulty) [Rev. eff. 6/1/07]

- A. If the child care facility operates white water rafting, the child care facility must be licensed by the Division of Parks and Outdoor Recreation as a river outfitter.
- B. If a child care facility provides a white water rafting experience by purchase from a river outfitter, the license of the outfitter must be valid.

7.719.3 ARCHERY AND RIFLERY

7.719.31 Archery [Rev. eff. 6/1/07]

- A. The archery supervisor shall have certification, documented training or experience from a recognized organization or certifying body for the type of activities offered.
- B. The archery range shall be free from hazards and well-marked. There shall be a clear path to the target which is not obstructed by such things as rocks, trees or branches. Traffic, trail, or other camp activities shall not be placed in the direction of the flight of the arrows.
- C. Equipment shall be maintained in safe condition. Bows and arrows shall be inspected for fractures, splinters or cracks before each use. Damaged bows and arrows shall not be utilized.
- D. Equipment shall be stored under lock and key when not in use. Bows and arrows shall be used only in the specified archery area.
- E. If the child care facility has field archery, a procedure shall be established and posted to provide for the safety of the archers, including issuance of arrows at check-in point of the archery trail, check in of archer at the beginning of the archery trail, and check out when archer has completed the trail.
- F. The archery supervisor or a staff person trained and authorized by the archery supervisor must be present at all times when children are present at the archery range or field.
- G. All archers shall use the same firing line. Arrows shall be issued only at the firing line.

- H. Arrows shall be nocked to bow string after shooters are on the firing line and after the signal to shoot has been given.
- I. Before arrows are released, shooters shall have a definite target.
- J. Movement must be controlled by a supervising staff member. All persons must stay behind the firing line until the signal to retrieve arrows is given. All arrows shall be retrieved at the same time.

7.719.32 Riflery [Rev. eff. 6/1/07]

- A. The riflery supervisor shall hold a National Rifle Association instructor's or assistance instructor's certification in rifle shooting or equivalent certification from a national organization or shall have verified experience equivalent to that necessary to obtain the National Rifle Association Fire Arm certification.
- B. If the riflery supervisor is not present at the rifle range whenever children are firing guns, the staff person(s) trained by the riflery supervisor must be present at all times when children are present.
- C. The rifle range shall be free from all hazards, away from other activities and traffic of any type; shall be well marked with danger signs or flags; all blind approaches shall be fenced or blocked off.
- D. The range shall be constructed with an appropriately designed bullet-stop so that all bullets will be stopped behind the targets. The bullet-stop shall be free of trees, rocks, boulders, or other objects which may cause a bullet to ricochet away from the bullet-stop.
- E. There shall be a well-defined firing line which shall be level with the targets and elevated off the ground. A minimum space of five feet between firing points shall be established or firing points separated by a permanent divider. Targets must be designed to minimize potential for ricochet. Targets cannot depict human form.
- F. Only the following types of guns shall be permitted:
 - 1. .22 caliber rimfire, single-shot, bolt-action rifles having no trigger modification other than the factory setting.
 - 2. Pneumatic spring-type and CO₂ air guns may be either .22 caliber or .177 (BB size).
- G. Proper condition of the firearms shall be maintained by inspection before and after usage, cleaning as necessary. Firearms that do not function properly shall be repaired and tested before usage.
- H. Instruction on the use of firearms shall be presented to the children prior to the use of the rifle range.
- I. No more than five cartridges at a time shall be distributed to a child by the responsible supervising staff member and issued only at the firing line.
- J. Firing shall be permitted at the firing line only. Observers shall remain behind firing line.
- K. Actions of uncased firearms shall be kept open except when on firing line ready to fire.
- L. All firearms shall be unloaded immediately upon the command "cease firing" regardless of when this command is given. Actions shall remain open until further commands are given.

- M. On ranges where shooters must go down range to change targets and score: movement must be controlled by the supervising staff member.
- N. All spent or unspent cartridges must be returned to the supervising staff member.

7.719.4 HORSEBACK RIDING [Rev. eff. 6/1/07]

- A. The horseback riding supervisor shall have completed at least one of the following:
 - 1. Certificate from nationally recognized organization or riding school.
 - 2. Written verification of successful experience in formal horseback riding instruction.
- B. The horseback riding supervisor shall train a sufficient number of child care facility riding staff members in the supervision of children in the horseback riding program for the anticipated size of the riding program.
- C. Child care facility riding staff shall be trained by the horseback riding supervisor in emergency procedures appropriate to the horseback riding activity.
- D. At least two trained riding child care facility staff members, one of whom holds a current American Red Cross standard First Aid and safety certificate or equivalent, shall accompany each trail excursion. If the horseback ride is more than one hour from emergency medical services, at least one staff member shall be trained in wilderness first aid training. If the horseback ride is for seven or more nights and is more than one hour away from emergency medical services, there must be at least one staff member with each group of children with wilderness first responder training, CPR, and medication administration training. If more than twenty children participate in the trail excursion, there shall be a trained riding child care facility staff member assigned for each additional ten or fewer riders.
- E. First Aid supplies shall be carried on each trail excursion and available at each horseback riding ring/arena.
- F. No person is allowed in the riding area unless the horseback riding supervisor or a trained riding child care facility staff member is present.
- G. The riding supervisor shall determine the child's riding experience and level of skill and must take these into account in assigning which horse each child should ride and determining the type of riding activity in which each child should engage. Children shall be given instruction in basic safety, which shall include at least the following: riding rules in the ring and on the trail, how to approach, mount and dismount.
- H. Children shall be appropriately dressed for riding, which shall include shoes or boots and long pants. The riding supervisor must evaluate the footgear of each child and make the stirrups safe for each child's shoe or boot.
- I. Protective head gear/helmets are mandatory for children ring riding and on trail rides.
- J. Parents must be notified in advance of what type of protective gear is used by the child care facility. If children bring helmets from home, they must be specifically designed for equestrian use, worn correctly, and in good condition.
- K. The horseback riding equipment shall be in good condition, properly sized and adjusted for each rider.

- L. The horse barn or stable, ring, and commonly used trail(s) shall be in good repair and free of dangerous obstructions.
- M. Horses shall be cared for with evidence of an adequate feeding schedule and a means to care for sick horses.
- N. Horses shall not be permitted in the other designated activity areas.

7.719.5 TRAMPOLINE [Rev. eff. 6/1/07]

- A. The trampoline supervisor shall have documented formal training and experience in use of trampoline and knowledge of safety and spotting techniques.
- B. Trampolines shall be equipped with pads along the sides and shall be kept in good repair.
- C. No person shall be on the trampoline unless a trampoline supervisor is present and spotters are present on all four sides of the trampoline.
- D. Trampolines shall be secured from unauthorized use by any person.
- E. The child shall dismount the trampoline by sitting on the edge and sliding off. No child shall jump off the trampoline.
- F. Spotters shall be posted on four sides of each trampoline at all times. Spotters shall not stand, sit, or lie on trampoline, but shall stand in a position of readiness, watching the jumper at all times.

7.719.6 CLIMBING ACTIVITIES

7.719.61 Rock Climbing and Ropes Courses [Rev. eff. 6/1/07]

- A. When a child care facility offers basic/single-pitch rock climbing or advanced/multi-pitched climbing, which includes such topics as the care and use of basic equipment, knots, anchors and belays, verbal signals, safety measures, basic climbing holds and moves, and techniques of rappelling, the following rules must be complied with:
 - 1. The climbing supervisor shall:
 - a. Be at least 18 years old;
 - b. Have certification or documented experience in knots, anchors, safety zones, verbal signals, belaying, rappelling, and safe tie-ins, or training or experience from a recognized organization, such as the Association for Challenge Course Technology or certifying body for the type of activities offered; and,
 - c. Have at least six weeks' experience in a management or supervisory capacity in similar types of programs.
 - 2. A climbing instructor shall have verified knowledge of technical climbing by completion of a course or climbing school, or a minimum of ten hours of instruction.
 - 3. At least two climbing instructors must be present at the climbing site at all times.
 - 4. There shall be one climbing instructor for each six (6) climbers or two climbing instructors for thirteen (13) children.

5. There shall be a staff member who holds at least a current Red Cross standard First Aid and safety certificate or equivalent at the rock climbing site.
 6. First Aid supplies, put together by a person knowledgeable in First Aid supplies needed for climbing activities and possible injuries, shall be present at the climbing site.
 7. No child shall be forced to participate in this activity.
 8. The climbing supervisor shall be responsible for the proper maintenance of all equipment used. Equipment shall be checked by the supervisor immediately prior to use.
 9. All rock climbing equipment shall meet industry standards and shall be maintained, visually and physically inspected, and replaced on a timely basis.
 10. Climbers must wear helmets at all times when in designated helmet zones.
 11. The child care facility shall not permit an unsupervised climb.
 12. The climbing supervisor must have knowledge of where the climb is to occur and must give approval on the day of the climb for the climb to occur.
 13. Each rock climber must be visually supervised.
 14. Children waiting to climb must be supervised by a staff member.
 15. All climbers and rappellers shall be belayed in a top rope manner by a belayer that has been instructed in proper procedures, and directly supervised until competency has been demonstrated.
- B. If the child care facility offers advanced/multi-pitched climbing, the following rules shall also be complied with:
1. The climbing supervisor accompanying participants shall:
 - a. Hold a current Red Cross standard First Aid and safety certificate or equivalent, and a current certificate for cardiopulmonary resuscitation;
 - b. Have been an instructor, under supervision, for two seasons with verifiable experience and a review of any serious accidents;
 - c. Have completed a technical climbing school or training in technical climbing with evidence by letter of such completion;
 - d. Have led ten additional multi-pitched Class V climbs (the classification of the climbs as defined by the American Alpine Club) within the last two years; and,
 - e. Have knowledge of mountain rescue techniques. If the climb is more than sixty (60) minutes from emergency medical services, the climbing supervisor must hold a current wilderness First Aid training certificate or equivalent.
 2. The climbing instructor or the rope leader shall have:
 - a. The same training as the climbing supervisor;

- b. Have been an instructor, under supervision, for one season with verifiable experience and a review of any serious accidents;
 - c. Completed a technical climbing school or training in technical climbing;
 - d. Led five additional multi- pitched climbs; and,
 - e. Knowledge of mountain rescue techniques. No instructor shall take campers on a climb he/she has not completed previously.
3. No child will be the rope leader.
 4. A child who is permitted to participate in the climb must be at least thirteen (13) years old. The climbing supervisor shall assess the ability of the child as to the difficulty of the climb.
 5. The climbing instructor and climbing site must be approved by the climbing supervisor for each climb.
 6. The climbing supervisor, an equally qualified person, or two (2) equally qualified rope leaders shall be present at the climb site.
 7. There shall be one rope leader that is at least eighteen (18) years of age to each three climbers in an extended climb.
 8. First Aid equipment must be carried with the staff on each climb.
- C. If the child care facility offers high and/or low ropes courses or a climbing wall, the following rules must be complied with at all times:
1. The rope supervisor must have training and experience on the type of rope course or climbing wall being used and must hold a current standard First Aid and safety certificate or, if the ropes course or climbing wall is more than sixty (60) minutes from definitive care, must hold a wilderness First Aid card.
 2. The rope instructor must have training and experience on the type of rope course or climbing wall being used and must be supervised by the rope supervisor and must hold a current standard First Aid and safety certificate or, if the ropes course or climbing wall is more than sixty (60) minutes from definitive care, must hold a wilderness First Aid card.
 3. Ropes courses must have written evidence of annual inspection by qualified Association of Challenge Course Technology (ACCT) personnel of course elements for integrity of all hardware, materials, and equipment.
 4. Ropes courses must be inspected regularly before use by the rope supervisor or the rope instructor.
 5. All equipment and elements of a rope course or climbing wall must be safety checked prior to each use and have written records of regular inspection and maintenance of all equipment and elements utilized.
 6. Children must wear safety equipment appropriate to the size of the child and appropriate helmets when using the high ropes course or climbing wall.
 7. At all times, there must be a rope supervisor or rope instructor on the ropes course with children.

8. Ropes courses and climbing walls must be off limits to children when a rope supervisor or rope instructor is not present.
9. Access to ropes courses and climbing walls must be controlled by education, signs, and whatever other means are necessary to control unsupervised access.
10. The child care facility must have written safety procedures for use of the ropes course(s) and climbing wall. Staff must be trained on the safety procedures.

7.719.7 HIKING, BACKPACKING, AND CAMPING

7.719.71 Hiking [Rev. eff. 6/1/07]

If the child care facility offers hiking activities, the following rules shall be complied with:

- A. The hiking supervisor must hold a current Red Cross standard First Aid and safety certificate or equivalent; shall have knowledge of outdoor experience and the symptoms and correct treatment procedures for hypothermia and dehydration; and, shall have verifiable experience in hiking and backpacking at the elevation where the hike is to take place.
- B. The staff members involved in hiking shall be trained by the supervisor and shall continually observe and monitor campers on the trail for early diagnosis and treatment of injury or illness.
- C. When a group takes a hike within 60 minutes of definitive medical care, there must be at least one staff member currently qualified with Red Cross standard First Aid and safety training certificate or equivalent, current CPR certificate, and current training in the Department required and approved medication administration training.
- D. When a group takes a hiking or backpacking trip where children are either more than 60 minutes away from definitive medical care, there must be at least one staff member with each group of children with current wilderness First Aid training, or equivalent, current CPR training, and current medication administration training.
- E. At least two (2) staff members must accompany a group in hikes. From time to time, hiking groups may divide up as long as hikers are always with one staff member and staff members are in visual, verbal or electronic (radio or wireless communication) contact with each other.
- F. In selecting the area for hiking, the hiking supervisor shall consider the hiker's age, physical condition and experience, as well as the season, weather trends, methods of evacuation, and communication.
- G. Before participation, children must be instructed on:
 1. The fundamental safety procedures to follow on the trail;
 2. Procedures to follow if lost;
 3. Proper health and sanitation procedures on the trail;
 4. Rules governing land to be hiked;
 5. Potential high-risk areas; and,
 6. Fire precautions.

- H. Each hiker shall be equipped with protective clothing against natural elements such as rain, snow, wind, cold, sun, and insects.
- I. First Aid supplies, put together by a person knowledgeable in First Aid supplies needed for possible accidents and/or injuries, shall be present on each hike. The contents of each kit shall be adequate for the number of children, the terrain, and the length of the hike.
- J. An itinerary of the hiking trip and a list of all people on the hike must be kept at the child care facility.
- K. The child care facility must have written safety procedures for hiking, including the written protocol for evacuating a child that becomes sick or injured on a hike. Staff and children must be trained on the safety procedures and protocol.

7.719.72 Backpacking and Camping [Rev. eff. 6/1/07]

- A. The backpacking and camping supervisor shall have knowledge and verifiable experience in camping and/or backpacking at the elevation where the backpacking or camping will take place.
- B. When a group is backpacking or camping within sixty (60) minutes of definitive medical care, there must be at least one staff member currently qualified with Red Cross standard First Aid training certificate or equivalent, current CPR training, and current training in the Department required and approved medication administration training.
- C. When a group is backpacking or camping where children are more than sixty (60) minutes away from definitive medical care, there must be at least one staff member with each group of children with current wilderness First Aid training or equivalent, current CPR training, and current medication administration training.
- D. If a child will require medication administration while away from the child care facility while backpacking or camping, there must be at least one staff member present with current medication administration training who has been delegated by a registered nurse to administer medication.
- E. The staff members involved in backpacking or camping shall be trained by the supervisor and shall continually observe and monitor children on the trail for early diagnosis and treatment of injuries or illness.
- F. The backpacking or camping supervisor shall consider the hiker's age, physical condition, and experience, as well as the season, weather trends, methods of evacuation and communication, and water quality and quantity in selecting the area for backpacking or camping.
- G. Children shall have a safety orientation and be instructed on the applicable precautions, such as:
 - 1. The fundamental safety procedures to follow on the trail;
 - 2. Procedures for a hiker if he/she becomes lost;
 - 3. Proper health procedures, including the need for drinking fluids and eating appropriate foods;
 - 4. Sanitation procedures;
 - 5. Relevant rules and regulations;
 - 6. Potential high-risk areas which may be found on the trail;

7. Fire danger precautions; flash floods; lightening dangers; and,
 8. Procedures when encountering wild animals.
- H. Children shall be oriented to minimum impact guidelines and techniques.
- I. Each child shall be equipped with protective clothing and equipment against anticipated natural elements such as rain, snow, wind, cold, sun, and insects.
- J. Appropriate first aid supplies shall be present on each trip. The contents of each kit shall be adequate for the number of children, the terrain, and the length of the trip.
- K. An itinerary of the trip with a list of participants must be available to parents, staff, local police jurisdictions and staff or contractors of the Colorado Department of Human Services.
- L. The child care facility must have written safety procedures for backpacking or camping, including the written protocol for evacuating a child that becomes sick or injured.

7.719.8 BIKING [Rev. eff. 6/1/07]

If a child care facility has bicycling trips either on a public road or on mountain trails, the following rules shall be complied with:

- A. The bicycling supervisor must be familiar with state laws about bicycling; be knowledgeable about the type of bicycling terrain where the bicycle trips will occur be knowledgeable about bicycling in the mountains, if applicable: shall know how to make simple bicycle repairs; and, shall hold at least a current Red Cross standard First Aid and safety certificate or equivalent.
- B. At least two (2) staff members must accompany a group while biking. From time to time, biking groups may divide up as long as bikers are always with one staff member and staff members are in visual, verbal or electronic (radio or wireless communication) contact with each other. A bicycling supervisor or staff member equally qualified and another qualified staff member must accompany each bicycle trip. Correct staff to child ratios must be complied with at all times. There must be one staff member at the beginning and end of each bicycle group.
- C. Each bicyclist shall wear head protection and the bicycle shall be equipped with brakes in good condition. Bicycles shall be in good condition, properly maintained, inspected prior to each bicycling trip, and adjusted to the size of the child riding the bicycle. Children using their own bicycles will be informed in advance, in writing, that their bicycles must be in good condition, properly maintained, inspected prior to each bicycling trip, and adjusted to the size of the child riding the bicycle.
- D. An appropriate bicycle repair kit and First Aid equipment must be taken on each trip. The First Aid supplies must be put together by a person knowledgeable in First Aid supplies needed for bike trips and possible accidents and/or injuries.
- E. The bicycling supervisor must instruct children as to emergency procedures, safe riding practices, and road and trail etiquette.
- F. The bicycling supervisor shall evaluate each child as to his/her physical capability to participate in the planned bicycling trip, keeping in mind the trip length, terrain, altitude of the trip, and weather conditions.
- G. Water/fluids must be taken on each bicycle trip.

- H. An itinerary of the biking trip and a list of all people on the biking trip must be kept at the child care facility.
- I. The child care facility must have written safety procedures of bike trips, including the written protocol for evacuating a child that becomes sick or injured on a bike trip. Staff and children must be trained on the safety procedures and protocol.

UNOFFICIAL COPY