

Camp Mardela Training Module 2025

Safety is our number 1 priority. In order to ensure the safety of all summer camp participants, we must ensure that all camp personnel is aware of camp policies and protocols. ALL volunteers working at camp this summer must complete this quiz with an 85% or higher (30/35). You may attempt multiple times and you may use sources to help you answer questions.

In the case of an emergency, you may forget policies and protocols, but more important than knowing them off the top of your head is knowing where to find the information you need. A link to the staff & volunteer manual is included [HERE](#). PLEASE use it to help you answer the following questions as you prepare to serve Camp Mardela this summer.

By completing this module, you agree to abide by all of the rules listed in the staff & volunteer manual.

* Indicates required question

1. Email *

Personal Information

Please let us know who you are, how to contact you, and where you will be helping this summer.

2. Name *

3. Address *

4. Phone Number *

5. Which camp are you helping with this summer? *

Check all that apply.

- Creative Arts
- Youth Camp
- Jr. High Camp
- Mini Camp
- Twix Camp
- Me & You Camp
- The Wild
- Youth Trip Camp
- Day Camp
- I will be on paid staff for the summer
- I'm not sure yet, but I plan to volunteer this summer for at least one of these

6. What role will you have at camp this summer? (see definitions of summer staff/volunteer roles on page 112 of the Camp Mandela Summer Staff/Volunteer Manual) *

Check all that apply.

- Camp Director
- Senior Cabin Counselor
- Junior Cabin Counselor
- Resource Volunteer
- I will be on paid staff for the summer
- I'm not sure yet, but I plan to volunteer this summer in at least one of these roles

Volunteer Policies

The following questions are about volunteer-specific policies.

7. Who should a counselor contact FIRST in case of an emergency? *

1 point

Mark only one oval.

- Emergency Officials
- Camp Nurse and/or Camp Director
- Parents
- Social Media

8. When can campers be transported in camp vehicles during camp programs? * 1 point
(other than designated trips & hay rides)

Mark only one oval.

- NEVER
- For medical purposes or emergencies
- For emergencies ONLY
- When the camper is driving
- When they ask nicely
- When they're riding in the back of a truck

9. Which forms must ALL volunteers complete YEARLY before working at camp? (check all that apply) * 1 point

*NEW FOR 2025 - this refers to volunteers staying overnight, alone with groups of campers, in private spaces with campers, or involved in a camp program for more than 12 hours.

Check all that apply.

- Application
- Voluntary Disclosure
- Health Form
- CPS Background Check
- CJIS Fingerprinting
- Cell Phone Policy
- Photo Release

10. What must visitors do in order to come to camp during camp programs? * 1 point
(Visitor definition - someone who comes to camp for less than 2 hours over the course of a week OR those with no interactions with campers or the camp program)

Check all that apply.

- If a staff or volunteer invites them and can vouch for them, they don't need to do anything to visit camp.
- Sign-in and sign-out at the camp office (located in the foyer of King)
- Let the Camp Director know a visitor is coming
- Let the Camp Administrator know a visitor is coming
- Indicate what the visitor's purpose for being at camp is
- Complete an Application, Voluntary Disclosure, and Health Form

11. Which of the following actions will result in removal from the camp program?

* 1 point

Mark only one oval.

- A camper doesn't like you
- Not getting along with other staff, volunteers, or campers
- Mishandling one camper misbehavior situation
- Physical, sexual, or emotional abuse/harrasment of campers, staff, and/or volunteers

12. Where is the INITIAL emergency assembly location? *

1 point

Mark only one oval.

- The basketball court
- Krabill Hall
- The Bell/source of emergency signal
- The Pavilion

13. All volunteers and staff working with children are mandated reporters in the State of Maryland. * 1 point

How soon should alleged child abuse occurring at camp be reported to the Camp Administrator and subsequently, to the State Child Protective Services?

Mark only one oval.

- Within 24 hours of the allegation
- Within 8 hours and a written report within 72 hours of the allegation
- Child abuse allegations can be made at any time
- Within 72 hours of the allegation

14. Where is the safest place to be in general weather-related emergencies? * 1 point

Mark only one oval.

- Low ground
- High Ground
- Indoors, away from windows, plumbing, and electric breakers
- In an open field

15. Who is an intruder? *

1 point

Mark only one oval.

- Someone with a weapon
- Someone who plans to harm anyone in the place they are intruding
- Someone who is on camp property without permission by the Camp Administrator
- Someone who is on camp property that the Camp Director doesn't know

16. When are appropriate times to use phones at camp (check all that apply) *

1 point

Check all that apply.

- Whenever you are bored
- Setting alarms to wake up in the morning and from rest time
- During meals
- When a camper is homesick and wants to call home
- To call the Camp Director OR Camp Administrator in an emergency
- To show campers pictures from home

17. What is the Camp Administrator's emergency contact number? *

1 point

Mark only one oval.

- 410-479-2861
- 717-636-3116
- 443-786-7064
- 800-222-1222

18. What activities require the presence of a First Aid AND CPR certified staff/volunteer?

* 1 point

Mark only one oval.

- Arts & Crafts
- Archery
- Camp Fires

Program Procedures

The following questions will deal specifically with program-related items
Pages 23-33

19. At what grade level in the program progression can campers start doing archery?

* 1 point

Mark only one oval.

- 1st Grade
- 5th Grade
- 3rd Grade
- 7th Grade

20. Where are boating supplies located? * 1 point
(HINT - this is a NEW location this year)

Mark only one oval.

- In the storage closet on the Craft House porch
- In the pond shed
- Volunteers must bring their own water games
- In the new storage shed outside of the Craft House

21. Unstructured Time is defined as time where campers are not participating in * 1 point
a specific, planned camp activity. This time typically occurs in transition
between activities, during free time, and in the mornings and at night.

What can counselors do during these unstructured times?

Mark only one oval.

- Run personal errands
- Be one on one with a camper in bathrooms or cabins during transitions
- Stay near, aware and alert to the activities of your campers & maintain supervision ratios
- Talk with your friends and family in a group away from campers

22. True or false - Parents must check their campers in at the start of camp, but * 1 point
do not have to check them out at the end of camp.

Mark only one oval.

- True
- False

Health Care

The following questions are related to camper, staff, and volunteer medical policies.
Pages 39-54

23. If you do not have sufficient medical supplies to deal with a camper's medical needs in your First Aid kit, what should you do? * 1 point

Mark only one oval.

- Find the Nurse or Camp Administrator to gain access to extra First Aid supplies in Esther.
- Look through your personal belongings for what you need
- Drive to Walmart using an emergency camp vehicle and buy the supplies you need
- Go to the Camp Director and see if they have the supplies you need. If not, the Director will get the supplies you need from home.

24. Which location does NOT have First Aid Kits? * 1 point

Mark only one oval.

- Cabins
- Craft House
- Swimming Pond
- Nature Lodge
- The Chapel

25. What kinds of injuries and illnesses should NOT be reported to the Camp Nurse (in First Aid Kit logs or verbally)? * 1 point

Mark only one oval.

- NOTHING! Everything should be reported to the Camp Nurse (verbally, or in First Aid kit notebooks)
- Band-aids on small scratches
- Removing unenlarged ticks
- Dehydration headaches
- Close calls

26. Who should be made aware of camper health needs? (check all that apply) * 1 point

Check all that apply.

- Kitchen staff (if health need is dietary)
- Waterfront Staff
- Counselors in that camper's cabin
- Camp Director
- Resource staff
- All Camp Counselors

Counseling

The following questions are about policies relating directly to counselor/camper interactions.
Pages 56-60

27. What is the required camper supervision ratio for overnight campers 6-8 years old at an overnight camp? * 1 point

Mark only one oval.

- 1:10
- 1:8
- 1:6
- 2:10

28. What is the "rule of three"? * 1 point

Mark only one oval.

- A way to identify poison ivy
- The formula for comedic camp skits
- The maximum ratio required for campers and staff
- A rule that prevents adults from being 1 on 1 with campers

29. What rules MUST be reviewed with campers BEFORE camp starts - immediately following camper registration? (select all that apply) * 1 point

Check all that apply.

- Introduce leaders
- Teach them how to play carpet pool
- Appropriate camper behavior and dress
- Camper boundaries
- Meal clean-up procedures
- Natural hazards of camp
- Explain what the ringing of the bell means
- Tell campers they should never travel alone, and never be 1 on 1 with an adult

30. What are appropriate methods of handling camper misbehavior? (check all that apply) * 1 point

Check all that apply.

- Make clear to them what they did wrong and why it was wrong
- Discipline them in front of other campers and staff to make them embarrassed enough to not misbehave again
- Tell the Camp Director or Camp Administrator of consistent misbehavior
- If you don't know how to handle misbehavior, ask for help from another counselor, the Camp Director or the Camp Administrator
- Use physical punishment to make your point
- Do not allow the camper to participate in certain camp activities
- Put camper in supervised quiet time
- If their misbehavior is funny, laugh with the camper to earn their respect
- Lead appropriate behavior by example
- Yell at the campers to send a message

31. Under which circumstance is it okay for a staff/volunteer to be 1 on 1 with a camper * 1 point

Mark only one oval.

- When providing medical care
- When using the bathroom or shower
- While asleep in the cabin
- While walking between activities
- Staff/volunteers should NEVER be 1 on 1 with campers outside of earshot and eyesight of other adults or campers

Waterfront

The following questions are about policies relating directly to waterfront activities
Pages 63-69

32. For a group of 25 swimmers, who should be present to supervise? (check all that apply) * 1 point

Mark only one oval.

- 1 Camp Director or designee, 1 Lifeguard (at least 18 years old), 1 counselor from each cabin, 2 First Aid/CPR/BBP certified persons (may be the counselor, lifeguard, or director)
- 1 Lifeguard (at least 14 years old), 1 counselor of each gender, Camp Administrator
- 1 Camp Director or designee, 1 Lifeguard, 2 counselors from each cabin
- 2 Camp Directors or designees, 1 counselor from each cabin, 2 First Aid/CPR/BBP certified persons (may be the counselor, lifeguard, or director)

33. True or False - Swim Tests and Buddy Checks are required for all groups of campers swimming in the pond * 1 point

Mark only one oval.

- True
- False

34. True or False - Life jackets must be worn at all times by all participants while in a boat on the water * 1 point

Mark only one oval.

- True
- False

Maintenance & Food Service

The following questions are about policies relating directly to maintenance work and activities

Pages 71-81

35. Which day of the week do volunteers come to do weekly maintenance at camp? * 1 point

Mark only one oval.

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

36. What location is the main area that houses ALL cleaning supply stock? * 1 point

Mark only one oval.

- In each cabin
- Krabill Kitchen
- Wooden cabinet in the foyer of King
- Locked closet in King

37. Who is allowed in the kitchen? *

1 point

Mark only one oval.

- Food service supervisor & cooks
- Counselors
- Directors
- Campers
- Anyone given permission DIRECTLY from the Food Service Supervisor

38. Which of the following is true about food brought to camp? (check all that apply) * 1 point

Mark only one oval.

- Food cooked or baked at home can be served to campers
- Food that is sealed, unexpired, and from a reputable source may be served to campers with approval from the Food Service Supervisor
- Campers may bring their own food and snacks to camp

Other Specialized Activities

The following questions are about policies relating directly to specialized activities
Pages 82-89

39. True or False - There must always be a bucket of water or an accessible water source at every camp fire. * 1 point

Mark only one oval.

- True
- False

40. When participants are not actively shooting during an archery class, where must they stand? * 1 point

Mark only one oval.

- Behind the shooting line
- Behind the waiting line
- On the shooting line

41. What documents must trip leaders have with them before leaving for a trip with campers? * 1 point

Mark only one oval.

- Roster of trip participants, Participant health & permission forms, List of emergency contacts, Completed vehicle check
- Camp Schedule, Staff & Volunteer Voluntary disclosure forms, List of emergency contacts
- Registration Forms for all campers, Roster of trip participants, Participant health & permission forms
- Roster of trip participants, Registration forms for all campers, List of emergency contacts, Completed vehicle check

BONUS QUESTION!

In order for us to get to know you a little better, answer this open-ended question.

42. Why do you believe camper safety is important? *

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