

## Regulations for camps in Catalonia

### 1. General regulations for leisure time education activities

The activities must comply with the regulations governing leisure time education activities in which children under the age of 18 take part. These regulations are included in Decree 267/2016, an extract of which we include below.

#### **EXTRACT – SUMMARY OF DECREE 267/2016**

Decree 267/2016 of July 5<sup>th</sup> regulates youth camps, activity camps, holiday camps, summer camps, camping expeditions and any other similar activity usually carried out by leisure time education bodies in which children under the age of 18 participate, provided the activities are not aimed at families and are carried out in Catalonia with an educational, cultural, learning or social aim. These regulations establish:

- The duty to inform the *Direcció General de Juventut* (Youth Department) of the activity at least 7 days prior to the start of the activity by Internet ([www.gencat.net/joventut](http://www.gencat.net/joventut)) or 20 days by letter, for activities which last two or more consecutive nights.
- The proportion, in accordance with the number of participants, and the necessary minimum qualifications of the members of the team of leaders if the activity is subject to the submission of the notification.

Number of participants	5-20	21-24	25-34	35-44	45-50	51-54	55-60	61-64	65-74	75-84	85-94	95-100
Number of team leader members	2	2	3	4	5	5	6	6	7	8	9	10
Total number of qualified leaders (monitors or directors)	1	2	2	3	3	4	4	5	5	5	6	6
Leader qualification	M	M	D	D	D	D	D	D	D	D	D	D

(M) Monitor

(D) Director

- The duty to take out the corresponding accident and civil liability insurance policies.
- The obligations of the person responsible for the activity.
- The minimum requirements for the location of a youth camp (Campaments i Més camping areas comply with these) and the necessary specific documentation, and among this, the need to have an Emergency plan drawn up by the body.
- Accommodation in facilities authorised by a competent authority, except when overnight stays involve sleeping on the ground or in camping tents or when it involves an activity camp.
- The documents needed to carry out the activity and which provide proof of the appropriate preparation of the activity are as follows:
  - a) Detailed programme of the activity indicating aims and schedules.
  - b) The corresponding authorisation for participation in the activity, issued by whoever has legal custody, of all participants who are minors.
  - c) Health card, signed by the parent or guardian of each of the minors participating, which includes details of any physical or mental handicaps, chronic illnesses, medication or dietary requirements, including information regarding timetables and dosage, and any other issues deemed necessary to specify.
  - d) Alphabetical list containing the addresses and the telephone numbers of every person involved in the activity: children, young adults, members of the team of leaders and support staff.
  - e) Magnetic health card or another document accrediting the right to public health provision or private health insurance, if applicable, of each of the persons taking part in the activity.
  - f) Proof of having taken out the insurance cover as specified in article 5 of the Decree for the current year.

In addition, if the activity lasts for two or more consecutive nights and, for the case of holiday camps, a minimum of four consecutive days, the following documents:



- a) Copy of the notification sheet of the activity duly registered by the Department of Youth or any other competent body. If processed via the Cat365 service in *Generalitat de Catalunya* portal, the summary sheet containing the basic details of the notification or the printout confirming the notification is being duly processed.
- b) Proof of qualifications as described in article 4.4, of all members of the leading team who also hold qualifications.

If, in addition, the activity is a youth camp, the following documents will be required:

- a) Written permission from the owner of the place where the youth camp is taking place, or from a person designated by the owner.
- b) Copy of the letter to the town council or regional council or to the Conselh Generau d'Aran, as applicable, informing that the activity will take place, corresponding to the area where it will take place.
- c) Emergency plan drafted by the body carrying out the activity in accordance with the place, the number of days and the number of participants, which includes information on the system of gathering information regarding situations of risk, the warning system, and the evacuation plan.

## 2. Regulations for unrestricted camping

Unrestricted camping is understood as any camping that, while respecting the regulations established by local authorities, is carried out outside camping establishments (youth camps, campsites... ) for groups made up of a maximum of four tents, which should be separated from one another by at least 250m and staying for a maximum of four days at the same spot.

Unrestricted camping should not be carried out at a distance of less than 1 kilometer from a town, busy areas or campsites, or at a distance of less than 100 meters from any road.

Unrestricted camping is also forbidden in the following places, among others: plots located on dry watercourses or river beds or any place susceptible of being flooded (alluvial aprons, fluvial terraces, etc.) or in sites which are hazardous due to their proximity to power lines, transport routes, industries or unhealthy or insalubrious installations, or due to any other cause.

Those practicing unrestricted camping are obliged to leave the sites in the same natural conditions in which they found them.

Unrestricted camping of groups of more than four tents or for more than four days, with a sports, cultural or leisure purpose, should be specifically authorised by the Department of Commerce, Tourism and Consumer Affairs. Decree 55/1982 of February 4.

## 3. Fire regulations

Decree 64/1995 of March 7 establishes that from March 15 to October 15 it is forbidden to light any kind of fire, whatever its purpose, in any of the forest areas of Catalonia, whether or not populated by tree specimens, and within a 500 metre radius of the area surrounding it, even if a permit has been obtained from the owner of the land to light a fire. This regulation does not apply to the use of butane gas cookers in the leisure and camping areas established specifically for said purpose, in which case, authorization must be sought from the Department of Fire Prevention of the Generalitat de Catalunya to light a butane gas fire.

Campaments i Més processes authorisations to light butane gas fires.

In addition, when the weather conditions imply extreme risks, and especially between June 15 and September 15, extraordinary measures may be applied during the period and in the areas established by the Department of Fire Prevention. During this period and in these areas, the following will be forbidden:

- Lighting any kind of fire, including the use of butane gas fires and smoking
- Camping
- Circulation of persons and vehicles that are not associated to the area

Decree 64/1995 also establishes which municipalities of Catalonia and its regions are areas of high fire risk. It is important for you to know what risk classification applies to the municipality where the activity will be carried out.

You can access a daily forest fire risk map at this link: <http://mediambient.gencat.net>

Recommendations: Our activity is carried out outdoors, but the natural environment is extremely fragile and we must be very aware of this. This is why we must be vigilant:

- The best prevention is achieved by complying with the regulations in force and by not lighting any kind of fire anywhere at any time, especially on windy days.
- Do not throw lit matches or cigarette butts; make sure they are put out. Do not smoke in the forest or in areas of pasture or cultivation, or in areas with shrubs and hedges nearby.
- Never leave any butane gas device lit.
- Place lamps and butane cookers in the centre of a circle with a minimum diameter of 3 m, clear of trees, low vegetation and shrubs, grass and any kind of plant remains or any other materials that spread fire, and do so in such a way that they cannot tip or fall when in use.
- Glasses, glass fragments and tins which can be a source of fire must be deposited in the appropriate refuse places, and must never be left behind.
- Do not use any kind of firework product during your activities.

#### 4. Regulations governing survival activities

These establish that if participants are walking alone they should regroup into **groups with three people minimum**. The route should be signposted and the leading team must have done previously, if any problems occurs, they can be located easily and action can be taken.

In addition, it is important to take into account that there are certain municipalities that have forbidden survival activities within their territory. These municipalities are:

- Saldes, Gósol and Borredà (in the Berguedà region)
- La Guingueta d'Àneu (in the Pallars Sobirà region)

#### Summary of the documents required on the campsite

The following documents proving an adequate preparation for the activity must be available on the campsite during the activity:

- Detailed programme of the activity specifying aims and schedules
- Authorisation for participation signed by a parent for all minors participating in the activity.
- Health card of all minors participating in the activity
- Alphabetical list of addresses and telephone numbers
- European health card (in the case of European Union groups) or health insurance card
- Proof of having taken out Civil Liability and Accident insurance policies
- Emergency plan (must include evacuation plan for campsite)

In addition, if the activity lasts for two or more consecutive nights - in the case of holiday camps a minimum of four consecutive days -, the following shall be required:

- Registered copy of the notification of the activity to Youth Department of the Generalitat de Catalunya
- Proof of qualifications of the members of the leading team

If the activity is a youth camp and if it lasts longer than one month, it is processed by Campaments I Més:

- Written permit from the person who owns the site where the camping will take place
- Fire permit
- Copy of the letter to the Regional Council and/or to the Council Town informing them of the activity

## Recommendations for camps in Catalonia

### 1. Waste and waste water

Waste:

- make a selective collection of your waste
- make sure you keep your waste far from reach of animals that might cause damages

Waste water:

- do not wash plates directly in the river
- prevent foam from reaching the water
- choose biodegradable soaps
- make a waste water hole with a filter made of shrub branches to retain foam, oil, grease,

### 2. Toilets

The toilet area is one of the campsite's most delicate areas, and failure to use them becomes one of the recurrent topics of discussion between owners and neighbours of the campsite.

One must be aware of the constant danger of turning the area into a dirty area; we should ensure that on departure the space shows no signs of the use that has been made of it. It is essential to raise awareness among users; we might have to draw up a Decalogue to make things clear and act according to it.

These could be some of the rules:

1. Everyone (including monitors / leaders/ officials) must use the facilities provided; it is important to prevent the scattering of paper and the spread of bad smells.
2. Users should throw paper and any other waste in a strategically placed waste bag.
3. It is better to make a shallow, long trench rather than a large and very deep hole. Among other advantages, it will be easier to dig.
4. We shall not use chemical products
5. Once we have used it, we should cover the waste with a bit of earth.
6. We should make an effort to keep the latrines in good condition.
7. We should cover the latrine when we leave the campsite

### 3. Construction of facilities

In Catalonia it is forbidden to cut down trees without a permit. In order to build the installations for your campsite, you must reach an agreement with the owners of the campsites to determine the best solution if you require wood.

Respecting the environment is an essential condition to participate in all camps. Nature should not notice our presence, which is why we shall be especially careful when building the facilities for the summer camps. Specifically, we shall pay special attention and dedication to issues such as latrines, kitchen and personal hygiene waste waters, waste collection, etc. If we solve these issues satisfactorily we will be able to fully enjoy our direct contact with nature during our camp.

### 4. Excursions, walks and discovery of the environment

We need to have an observant, respectful and discreet attitude with the social environment of our camps. For a few days, we will be experiencing a different and very interesting environment from what we are used to; let's make the most of it and enjoy it, get to know different ways of doing things, while at the same time make sure we don't bother anyone with our activities or our games...

**We must learn how to integrate and relate to other people and other environments, while keeping in mind that we are the outsiders.**

### Telephone numbers

**Emergencies: 112 / Sanitat respon helpline: 902 11 14 44**