

KIRKLAND FIRE DEPARTMENT

**FIRE
CAMP**

JULY 20-24, 2009

**APPLICATION
PACKET**





Dear Fire Camp Applicant,

Thank you for expressing interest in Kirkland Fire Department's Fire Camp. We are excited to offer this unique opportunity for your child to gain an appreciation of fire and life safety issues, develop valuable skills used in search and rescue operations, increase teambuilding skills, and become an advocate for safety.

Kirkland Fire Camp is limited to 24 youths, who will be considered on a first-come first-served basis. Campers will be accepted on the basis of their suitability for camp, which your completed forms will help us determine. Please be advised: school and medical personnel may require some time to complete their portions.

Learning at Fire Camp is highly interactive and hands-on in nature. Most activities are conducted in pairs or teams, in which the campers must work together and rely on each other to succeed. The nature of the activities and the locations where they are conducted require campers to follow rules well, in order to ensure everyone's safety.

Camp activities will be held at several different Kirkland locations throughout the week, including fire stations and parks. Camp families will learn the specific schedule at an orientation meeting they will be required to attend on July 15, from 6:00 p.m. to 8:00 p.m. Please pencil in this date/time, until you learn whether or not your child has been accepted.

We are pleased you want to support your child's interest in life safety through this unique, fun, educational and hands-on program!

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in dark ink, appearing to read "Robin Paster".

Robin Paster, PIO, 425-587-3659
Community Education & Information
Kirkland Fire and Building Department



KIRKLAND FIRE CAMP 2009 APPLICATION CHECKLIST



Below is a list of the forms contained in the Fire Camp 2009 Application Packet. Please make sure all forms are completed and signed, prior to submitting your application, with the exception of the school form, which is to be sent in directly by the primary teacher.

- ___ Family Data Form (contact info and T-Shirt size)
- ___ Family Information Form (medical info and picnic participation)
- ___ Youth Interest Form (for prospective camper to complete)
- ___ Code of Conduct Agreement (signed by parent and child)
- ___ Teacher information request & release (to sign and give teacher)
- ___ Teacher Comment Form (to be sent in by primary teacher)
- ___ Cover Letter to Child's Physician (to accompany Medical Form)
- ___ Medical Evaluation Form (to be completed by medical personnel)
- ___ Hold Harmless Agreement (titled "Permission to Participate...")
- ___ Image Release (for photos, videotaping, etc.)
- ___ Scholarship Application (optional)

PAYMENT

Please return completed forms with Fire Camp payment (unless you have applied for scholarship or made other financial arrangements.) Make checks out to Kirkland Fire Department with the notation "Fire Camp." Send forms and payment to Robin Paster, Kirkland Fire Dept., 123 5th Ave., Kirkland, WA, 98033.

A full refund will be made if your child is not accepted. A partial refund may be issued if you withdraw your child by July 6 and *a replacement is found prior to the family orientation* (refund amount based on staff time involved.) No refunds will be issued after July 6 or if your child is sent home by the staff.



KIRKLAND FIRE CAMP 2009 FAMILY DATA



YOUTH INFORMATION

_____	_____	_____
Name	Date of Birth	Age
_____	_____	_____
Street Address and Unit Number	City	Zip Code
_____	_____	_____
Home Phone	Cell Phone	Email Address
_____	_____	_____
School Attending in Fall	Grade	T-Shirt Size
_____	_____	_____
Non-Relative Character Reference	Relationship	Phone Number

PARENT/GUARDIAN INFORMATION

_____	_____	_____
Name of a Parent/Legal Guardian	Cell Phone	Email Address
_____	_____	_____
Name of Workplace/Employer	Work Phone	Email Address
_____	_____	_____
Name of other Parent/Legal Guardian	Cell Phone	Email Address
_____	_____	_____
Name of Workplace/Employer	Work Phone	Email Address

EMERGENCY CONTACT INFORMATION

_____	_____	
Name of Emergency Contact	Relationship	
_____	_____	
Contact's Home Phone	Contact's Cell Phone	Contact's Work Phone

Parent/Legal Guardian Signature: _____ Date: _____



KIRKLAND FIRE CAMP 2009 FAMILY INFORMATION



Camper's Name

How Learned About Kirkland Fire Camp

Family Concerns. Describe any potential camper concerns, including recent family changes (i.e., family loss or illness, changes in family work and living situations, etc.)

Diet/Allergy Considerations. List any food restrictions/reactions we should be aware of in preparing snacks and the final day picnic. List any substances your child is allergic to, including insects, food, environmental, or other factors:

Medication. List any medications used and their purpose.

Medical Coverage.

Company

Phone Number

Name of Insured

Policy Number

Camper's Physician

Physician's Phone Number

Family Participation. Families are invited to skills demonstrations, family picnic and closing ceremony July 24, 1:00 p.m.-4:30 p.m. Please let us know your plans:

I/We plan to attend. There will be _____ of us. We expect to arrive at _____:_____.

I/We do not plan to attend.

Parent/Guardian Signature

Date

[Use additional paper as necessary]



KIRKLAND FIRE CAMP 2009 YOUTH INTEREST



-To Be Completed By Prospective Camper-

The following questions are designed to help us get to know you a little and help us select a varied group of students for an exciting week of fire and other safety training.

I want to attend Kirkland Fire Camp for the following reason(s):

Some qualities I bring to the camp:

My favorite areas of study include:

My favorite activities (such as hobbies, sports, pastimes, etc.) include:

When I think about careers, I sometimes think I might like to do the following:

People I consider great role models or leaders, include:

The following describes my family (number of siblings, family background, family activities, etc.):

Youth Signature: _____ Date: _____



KIRKLAND FIRE CAMP 2009 CODE OF CONDUCT



Kirkland Fire Camp provides campers with a rare opportunity to enter the world of the Firefighter. This includes exposure to equipment and other property that are generally off-limits to the public and which must be treated with care, both for the safety of the user and other campers, staff and public, and to maintain the integrity of the equipment.

As a participant in Kirkland Fire Camp, I agree to abide by the following rules of conduct:

1. I will abide by the rules communicated by Fire Camp staff, verbally and in writing and abide by any posted rules on City property.
2. I will participate in all activities, as directed by Camp staff, which may include alternate activities if I am not able to safely complete the scheduled activities.
3. I will maintain a positive attitude and engage in positive communications throughout the week of Camp.
4. I will respect and support my teammates, fellow campers, and staff at all times.
5. I will care for all equipment and property used in camp as directed by staff and will treat all Camp and City of Kirkland property with respect.
6. I will refrain from engaging in behavior which may result in injury to myself or others.
7. I will engage in Camp activities only when Camp staff members are actively supervising the activities.
8. I will abide by all laws and refrain from bringing into camp or using in camp, any substances that are illegal for adults and/or minors.
9. I will report to a Camp staff member any behavior or activity I am aware of or believe will take place which compromises the welfare of people or property.
10. I will let a Camp staff person know if I am encountering any problems which could compromise my following any of the above rules.

I have read and understand the above Code of Conduct and understand that if I do not live up to these conditions while a participant in Kirkland Fire Camp, I will receive counseling and/or be sent home at my expense.

Camper Name (printed)

Camper Signature

Date

I have reviewed the above Code of Conduct and agree to provide timely transportation, at my expense, should my son/daughter be terminated from camp.

Parent/Guardian Name (printed)

Parent/Guardian Signature

Dear _____, (Teacher)

My child, _____, is interested in attending Kirkland Fire Camp, July 20-24, 2009. In order to be considered for acceptance, the attached form must be completed by you, the primary teacher. We hope you will take the few minutes necessary to provide the requested input, so our child can be given this opportunity.

Kirkland Fire Camp is a one week day camp for youths who will be 12-15 years old at the time of camp and in Junior High next school year. At camp, students will be introduced to the world of Firefighters, they will learn fire and life safety knowledge and skills and they will strengthen their teambuilding skills.

Throughout the week, campers will be engaged in rigorous activities, such as:

- Rappelling
- Hose handling
- Use of firefighting gear
- Use of fire extinguishers
- Use of vehicle extrication tools
- Search and rescue procedures
- Patient packaging and transport procedures
- Water self-rescue (swimming skills not necessary)
- Speed competitions in the handling of equipment, while in gear

Campers will also earn cards in First Aid, CPR, and Water Safety.

It is important to Kirkland Fire Department that campers are eager and able to learn through sometimes challenging physical activities, that they pay attention and follow rules closely and that they relate well with others, to contribute to a safe camp environment. Please be sure to speak to these traits in our child, along with anything else you would like to mention, on the attached form.

After completing the form, would you please return it directly to: Robin Paster, Kirkland Fire Department, 123 5th Ave., Kirkland, WA, 98033.

You are welcome to contact Robin Paster at the Kirkland Fire Department if you have any questions or concerns regarding the camp. Thank you very much for taking the time to help us in this manner.

Sincerely,

Parent/Guardian (Print)

Parent/Guardian (Sign)

Date



Dear Physician,

This letter accompanies a family request for your evaluation of a teenager who has been accepted into Kirkland Fire Camp, July 20-24, 2009.

Kirkland Fire Camp is a one week day camp for 12-15 year old Junior High School students. The camp will introduce participants to the world of the Firefighter, as well as, teach them fire and life safety skills and help develop their teambuilding abilities. The campers will be engaged in rigorous activities throughout the week, including:

- Rappelling
- Hose handling
- Use of firefighting gear
- Use of fire extinguishers
- Use of vehicle extrication tools
- Search and rescue procedures
- Patient packaging and transport
- Water self-rescue (swimming skills not necessary)
- Speed competitions in the handling of equipment, while in gear

Campers will earn cards in First Aid, CPR, and Water Safety.

It is important to the Kirkland Fire Department that the campers are in excellent physical and mental health, so they are able to safely participate in all events. We will use your completed physical examination findings as our gauge of camper fitness. Please let us know if for any reason you believe your patient should not participate in this camp.

We look forward to receiving your written report at your earliest convenience, as it is required for youths to attend camp. Thank you for your assistance in helping us provide local teens with this valuable and exciting camp experience. Feel free to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robin Paster".

Robin Paster, PIO, 425-587-3659
Community Education & Information
Kirkland Fire and Building Department



KIRKLAND FIRE CAMP 2009 PHYSICAL EXAMINATION



Youth Name _____ Age _____

Weight _____ Height _____ Pulse _____ Blood pressure _____

Vision left 20/ ____ Vision right 20/ ____ Youth uses corrective lenses: Yes ___ No ___

Hearing left _____ Hearing right _____ Youth uses hearing aid(s): Yes ___ No ___

[Feel free to cover or supplement the following sections on separate forms]

HEALTH HISTORY

[Please include diseases, major injuries, frequency of illness/injury, hospitalizations, medications, etc.]

CURRENT HEALTH AND FITNESS

[Please include general physical & mental health, disabilities, medications, etc.]

I believe _____, whom I have examined,

___ is ___ is not fit to participate in Kirkland Fire Camp.

Name of Physician (printed)

Signature of Physician

Date



**KIRKLAND FIRE CAMP 2009
PERMISSION TO PARTICIPATE,
RELEASE, AND
INDEMNIFICATION AGREEMENT**



I grant permission for my child/legal charge _____ to participate in Kirkland Fire Camp, sponsored by Kirkland Fire Department.

The activities of Kirkland Fire Camp will include training in the following areas: physical fitness, use of fire equipment & gear, fundamentals of fire suppression, rope handling & basic knots, altitude rescue techniques, handling of vehicle extrication tools, basic first-aid, CPR, and water safety & self rescue.

While your child's safety and well-being are our primary concern, by signing this Agreement you acknowledge your child is voluntarily participating in Kirkland Fire Camp activities with full knowledge of the potential hazards or dangers, and you agree to assume on behalf of your child any and all risks of injury associated therewith.

By signing this agreement, I hereby agree for myself, my child, my heirs, representatives and assigns to fully and forever release and discharge the City of Kirkland, its employees, assistants, representatives, and their heirs and assigns, from any and all claims, demands, damages, rights of action, losses, causes of action, and liability arising out of or from accidents, injuries, or other damages, sustained directly or indirectly by or caused by my child, relative and guests, arising out of my child's participation in Kirkland Fire Camp.

I hereby agree to indemnify, defend, and hold harmless the City of Kirkland, its employees, representatives, assistants, and their heirs and assigns, from and against any and all claims, demands, damages, rights of action, losses, causes of action, and liability, including attorney's fees and court costs, arising out of or from my child's participation in Kirkland Fire Camp.

I agree to be bound by the provisions of the above Release and Indemnification Agreement and make the representations contained therein.

Date

Parent or Guardian

Emergency Telephone Number



KIRKLAND FIRE CAMP 2009 IMAGE RELEASE



Campers may be photographed, videotaped, recorded, interviewed or quoted for marketing, educational or training purposes, as well as to provide campers and staff with memories of their week at camp.

Images and recordings may be shared with or displayed through:

- City media (City website, publications, and television stations)
- Commercial media (radio, television and newspaper)
- Bulletins or newsletters used by businesses, schools, churches, government agencies, non-profits, etc.
- Documents provided to actual or potential camp funding sources

Any photographing or videotaping is likely to be carried out by City staff. However, members of the media will be invited to observe, photograph, interview, record and publicize portions of camp.

Camp families may photograph or videotape campers at the pre-camp family orientation and at the demonstrations, picnic and closing ceremony on the last day. These images and recordings may be shared with the family and friends of other campers.

Note: our photos are taken and used with discretion and respect for program participants and we encourage camp families and others to do the same.

This release ensures campers and their families get to enjoy memories of this week for years to come and enhances Kirkland Fire Department's ability to recruit future campers and commercial sponsorship.

I _____, agree to allow Kirkland City staff, media representatives, and Kirkland Fire Camp families to photograph and/or record my son/daughter during the week of Fire Camp for the purposes explained above.

Signature

Date



**KIRKLAND FIRE CAMP 2009
SCHOLARSHIP APPLICATION**



-OPTIONAL-

The Kirkland Fire Department would like to make it possible for all interested and qualifying youth to attend Kirkland Fire Camp, by offering partial scholarships to families that would not otherwise be able to enroll their children.

The amount of scholarship assistance may vary, depending on families' ability to pay and number of overall requests. The information you provide below will help us assess your family's need and determine the appropriate amount of scholarship to assign. [Skip any lines that do not apply.]

Name of Prospective Camper

PARENT/LEGAL GUARDIAN #1

Name

Place of Employment

Position Title

Salary

PARENT/LEGAL GUARDIAN #2

Name

Place of Employment

Position Title

Salary

TOTAL FAMILY INCOME: _____ SCHOLARSHIP AMOUNT REQUESTED: _____

EXPLANATION OF NEED

KIRKLAND FIRE DEPARTMENT



FIRE CAMP



JULY 20-24, 2009

8:30AM - 4:30PM

12-15 YR. OLD JUNIOR HIGH SCHOOL STUDENTS

learn:

FIRE BEHAVIOR

HOSE HANDLING

ROPE KNOTS & RAPPPELLING

USE OF FIREFIGHTING GEAR & EQUIPMENT

VEHICLE EXTRICATION

TEAM BUILDING

EARN FIRST AID, CPR & WATER SAFETY CARDS



COST: \$350.00

[Some partial scholarships available]

FOR ADDITIONAL INFORMATION AND APPLICATIONS:

425-587-3659 OR EMAIL: RPASTER@CI.KIRKLAND.WA.US

FIRE CAMP IS A NON-PROFIT PROGRAM OF THE KIRKLAND FIRE DEPARTMENT