

**Ukrainian Youth Association in Great Britain**



**Tarasivka**

***HANDBOOK***  
***for Parents and Campers***

**Summer 2008**

*Dear Parents,*

*The Ukrainian Youth Association "SUM" in Great Britain has been organising successful summer camps at Tarasivka for over 40 years.*

*The summer season offers our young members a unique opportunity to develop new friendships and skills and to learn about their Ukrainian national heritage in a beautiful, natural setting.*

*We have prepared this guide in an effort to assure that the taborovyky (campers) are well prepared for tabir (camp).*

*Hope to see you at Tarasivka soon.*

*Hartujs*

*Camp Committee  
National Committee of Ukrainian Youth Association in GB*

# INFORMATION FOR PARENTS AND CAMPERS

## 1. CAMP DATES

12 <sup>th</sup> – 26 <sup>th</sup> July 2008	Technical camp
19 <sup>th</sup> – 26 <sup>th</sup> July 2008	Leadership skills camp
26 <sup>th</sup> July- 9 <sup>th</sup> August 2008	Educational-Recreational camp
26 <sup>th</sup> July – 2 <sup>nd</sup> August 2008	“Sumeniata” camp
9 <sup>th</sup> – 16 <sup>th</sup> August 2008	Sports camp

All taborovyky (campers) are to arrive between the hours of 2pm and 5pm for their official registration. People that have not returned a completed Anкета and turn up on the day must wait until after registration to see if they can be placed.

Please note: Due to the nature of the Sports camp, places are limited and are on a “first come first served” basis. We will be unable to accommodate anyone once the maximum number (50) is reached.

## 2. CAMP FEES 2008

	12/7 – 26/7	19/7 – 26/7	26/7 – 3/8	2/8 – 9/8	9/8 – 16/8
<b>Technical Camp</b>	£35				
	£55				
<b>Leadership skills Camp</b>		£35			
<b>Educational-Recreational Camp</b>			£126	£115	
			£207		
				£260	
			£364		
<b>Sports Camp</b>					£168

### Tabir Sumenyat 26 July - 9 August 2008

	Mother /father + 1	Mother/father +2
1 week	£189	£265
2 weeks	£311	£435

### Komanda/Vychovnyky

<b>1 week</b>	£40
<b>2 weeks +</b>	£55

### Weekend rate - Adults

£10 per day
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**We do not accept payment on a part week basis. Without full payment will not accept your child for camp**

### **3. DEADLINE**

Registration forms for ALL participants, adults and children, must be completed and returned with full payment by **Okruzhnyj Zdvyyh Saturday 7<sup>th</sup> JUNE 2008**. **Registration forms and payment can be handed to Lesia Kochan during registration at zdvyh in Bradford and Anna Karpynec at zdvyh in Derby.**

Alternatively, forms and payment can be returned to Krajova Uprava at the following address:-

Ukrainian Youth Association  
Tarasivka  
Weston-on-Trent  
Derbys  
DE72 2BU

Please make cheques payable to: "Ukrainian Youth Association"

**A LATE PAYMENT FEE OF 25% APPLIES FOR ALL REGISTRATIONS RECEIVED AFTER 7<sup>th</sup> JUNE 2008. - NB. Forms received after the deadline will not guarantee a place at camp.**

### **4. REGISTRATION**

At registration, taborovyky will be assigned to a tent or barrack only then can parents start moving in bedding etc.

No one is to reserve beds before they have officially registered.

Please keep vehicles on ploscha to a minimum and once unloaded please remove vehicles to the designated parking areas which will be marked.

- Visitors: areas marked "Visitors"
- Camp residents: concrete hardstanding adjacent to the hall

No vehicles will be permitted on ploscha after registration is complete or during camp. All vehicles must use the designated parking areas marked when visiting.

### **5. SPENDING MONEY**

We strongly advise children not to bring valuables to camp. They are not needed at camp. Parents may, if they wish, deposit a small amount of money in the camp "bank" for their child's use.

### **6. VISITING**

**Official visiting is on Sunday after 11:00am.**

- Midweek visiting is discouraged. However, if unavoidable, should be by prior arrangement with Komendant.
- All visitors must sign in at the camp office upon arrival and sign out upon departure for safety reasons.
- Parking is restricted to designated parking areas
- THE KOMANDA (Camp Administration) MUST BE ADVISED IF A CHILD IS LEAVING THE CAMP PREMISES. We do not encourage parents to take their children off site unless it is totally necessary and justified.

## **7. MEDICAL NEEDS**

- All medical forms for both children and ADULTS must be returned with registration forms.
- If your child requires medication, whether for a sickness or for allergies, the medication is to be given to the camp nurse. It must be accompanied by a clear and precise description from the doctor of the prescription type, the dosage, and frequency at which it is to be administered. All medication must be handed to the camp nurse.
- It is the responsibility of the parents to inform the camp nurse of any specific needs or allergies your child might have and to review these with him/her. This is particularly relevant if your child is allergic to peanuts.
- Holding back any information about your child's medical or other conditions may endanger your child's welfare during camp and Komanda cannot accept liability or take responsibility should something happen that was not pointed out on the registration or medical forms.
- Adults are advised to keep their personal medication secure at all times or hand them in to the camp nurse.

## **8. OFFICIAL CLOSING/DEPARTURE**

The official closing departure at the end of each camp is 11:00am.Saturday. Taborovyky are not allowed to go home until all necessary clearing of the tents/barracks is complete.

Parents must ensure that tents/barracks are left in a clean state before departure and all taborovyky are signed out at the camp office before they leave.

**All outstanding accounts must be settled before departure.**

## **9. CAMP CONTACT DETAILS**

Ukrainian Youth Association  
Tarasivka  
Weston-on-Trent  
Derby's  
DE72 2BU

Tel: 01332 700215

**Telephone number for *emergency use only***

Komendant 07902 306329

## **10. CAMP UNIFORM**

All campers are required to have the following CYM uniform:

### **FORMAL WEAR**

<b>GIRLS</b>	<b>BOYS</b>
SUM Shirt	SUM Shirt
Tie	Tie
Skirt (Khaki)	Trousers (Khaki)shorts
Socks/tights*	Socks (dark)*
Shoes (NOT trainers) Black	Shoes (NOT trainers) Black

Socks for girls should be white or black not multi-coloured  
Socks for boys should be dark colours.

SUM clothing and badges may be purchased through each *Oseredok* (branch) or from the Camp office in Tarasivka.

Blue SUM polo shirts can be purchased at registration.

## **10.2 GENERAL ITEMS**

### **Clothing**

- Shoes
- Trainers
- Sports wear
- Swimming costume
- Embroidered blouse/shirt
- Footwear for dancing
- Nightwear
- Clothes for warm weather
- Sunhat
- Raincoat/coat
- Wellington boots/waterproof footwear

### **Personal Hygiene**

- one small towel for morning and evening washing
- one large towel for showers/swimming
- Toiletries

### **Miscellaneous**

- Sleeping bag
- Pillow
- Sheet/blanket
- Plate, bowl, cup
- Knife, fork, spoon
- Tea towels
- Bag for crockery and cutlery
- Notebook
- Pen, pencils
- Sunscreen (25+)
- Torch
- Clothes pegs
- Medicines (to be handed into medsestra)

## **11. PROHIBITED ITEMS**

Electrical items and goods which require battery-recharging and large toys such as bikes and go-carts are banned for the duration of camp.

**If any of the following items are found in the possession of a camper. He/she will be sent home immediately.**

- alcohol (under 18)
- cigarettes (under 18)
- drugs

**If any of the following items are found in the possession of a camper they will be confiscated.**

- Knives & blades
- matches and lighters

Bullying in any form and anti-social behaviour will not be tolerated and will be dealt with under the camps disciplinary procedure.

**Alcohol may only be consumed by adults at designated times in designated areas –**  
Adults are discouraged from consuming alcohol not purchased from the camp bar.

**Instructors (and participants) in the shooting programme must lodge their equipment on arrival with the Range Officer.**

### ***DISCLAIMER***

Komanda takes no responsibility for any loss or damage to personal possessions including musical instruments, mobile phones and personal music players brought to camp. These are the sole responsibility of the owner.

### ***GRIEVANCE PROCEDURE***

Any grievances should be submitted to Taborova Komissia in writing by 1st September.

## CAMP ADMINISTRATION TEAM

### Komandant

**Komandant** is responsible for camp and all matters connected with members of komanda and discusses with them questions of education, discipline, activities for the campers, the state of the camp, visitors and guests. Komandant holds meetings with members of komanda and if necessary all personnel in the educational team. Komandant must be on the premises at all times. In consultation with **kurinni** (section leaders) komandant assigns **chotovi** (sub-section leaders) and **royovi** (group leaders) for each tent/barrack. Everybody in tabir falls under the jurisdiction of Komandant.

### Bunchuznyj

**Bunchuznyj** is komandant's deputy. He/she is responsible for discipline and punctuality at camp, and ensuring everyone keeps to the timetable, organises assemblies following appropriate rules. Bunchuznyj appoints **sluzbovi** (duty officers) for each day, night watch, kitchen duties and keeps track of temporary campers and visitors ensuring they have registered and paid for their stay. In consultation with kurinni, bunchuznyj decides on accommodation for everyone.

### Programme Co-ordinator

**Programme co-ordinator** with the help of his/her team of **vykhovnyky** (youth leaders) plans and executes a timetable of activities for each day. The programme co-ordinator holds meetings with the vykhovnyky, co-ordinates all educational and leisure activities and oversees the implementation of the planned timetable. Vykhovnyky work under the authority of the programme co-ordinator and must agree any timetable changes or change of activity in advance. Together with **ratnyky** (youth leaders organising leisure activities in the evenings) he/she is responsible for the content and format of camp events like the concert, bonfire and evening activities. Programme co-ordinator chooses **haslo dnya**, a motto for each day.

There is a separate **Programme co-ordinator for sumenyata** who is responsible for the educational and leisure activities of our youngest members and works closely with the programme co-ordinator of camp as a whole.

### Camp Administrator

**Camp administrator** is responsible for the day to day finances associated with camp. He/she will also help pysar with all the administrative duties.

### Camp secretary

**Pysar** is the camp secretary. He/she keeps a log of each **nakaz** (orders for each day), updates the data base of everyone at camp, data of duty officers and kitchen duties, chronicles the timetabled activities, He/she hands out post and sends out letters from camp and performs other administrative duties. Camp secretary is responsible for up to date numbers of campers and personnel and conveys this information daily to the kitchen.

### Camp nurse

**Medsestra** is the camp nurse and is responsible for the health and well-being of all the campers, cleanliness and hygiene in camp. She conducts a daily inspection of the camp accommodation and rewards those children who have achieved the best results. The nurse does not come under the authority of the komandant in medical decisions but must consult with him and keep him informed at all times.



### **Estate manager**

**Oboznyj** co-ordinates the work of his technical team and is their **kurinny**. At morning and evening assembly he reports the number in his team. **Oboznyj** is the estate manager for camp who oversees all the technical work and upkeep of the camp, is responsible for inventory, tools and materials used in camp. The technical team falls under the authority of **oboznyj**.

### **Fire Officer**

The Fire officer is responsible for fire safety

### **Kitchen**

The kitchen is managed by the head cook who is invited/appointed by the camp committee and helped by designated kitchen staff and *druzynnyky* /adults on the duty rota. The head cook directs tasks and the rota in the kitchen in consultation with the komandant. The kitchen must be punctual with agreed mealtimes so as not to disrupt the planned programme.

Kitchen staff that hold a hygiene/food preparation certificate are asked to bring them to camp.

### **Section leaders**

**Kurinni** are section leaders who look after the welfare and discipline of their section of camp. **Kurin'na** for all the girls in camp and **Kurin'nyj** for the boys side. Section leaders ensure that group leaders **royovi** and duty officers **sluzbovi** do their job properly. They are responsible for maintaining a clean and tidy campsite, overseeing daily duty officers and assigning the **pochot** trio of campers to raise and lower the flag at assembly each day. Royovi should consult their kurinnyj/kurinna if they are not able to resolve a problem in their group. Kurinni update bunchuznyj each day about their section.

### ***To help komanda in their work***

**Chotovi** are appointed by the komandant in consultation with kurinni as sub-section leaders to help kurinni in their work. Two in each section of girls and boys each to take care of 6-11 and 12-17 age groups in camp. They are responsible for their sub-section of campers, come under the direct authority of kurinni and act as their deputies when required.

**Royovi (18+ if possible)** are appointed by the komandant in consultation with kurinni as group leaders for each tent and barrack. They are responsible for the well-being and behaviour of their group throughout camp. They take it in turn to remain with their group during activities to keep order and help out. They set a good example to their group at all times. Group leaders report to the duty officer or section leader at every assembly and account for the members of their group.

### **Camp Newspaper**

The camp committee invites a suitable person to act as editor of the camp newspaper. The camp newspaper should represent the views, feelings, mood and life of the campers, first and foremost of the children who participate in camp. At the start of camp an editorial board should be formed from volunteers interested in writing, collecting and encouraging the campers to produce articles etc for the newspaper.

There should be time allocated in the programme for the campers to work on materials for the newspaper.

### **Duty Rota**

***Bunchuznyj*** assigns the duty rota. Children will take part in the duty rota with the help of an adult/druzynnyk. They report to the duty officer of the day and are responsible for sweeping/cleaning the hall, wash basins and toilet areas.

### **Night Watch**

***Bunchuznyj*** assigns the night watch rota. Royovi will appear on the rota only up till 12.00 midnight. All adults in camp will be asked to take a couple of hours in the rota from 12.00 to 7.00am at least once during their stay. There must be someone from the night watch in front of the camp office at all times between 12.00 and 7.00am. **No alcohol may be consumed on the evening you are on night watch.**

### **Raising the alarm**

***Bunchuznyj*** is responsible for fire drills both day and night. A fire drill must be scheduled on the first day of each camp (or as soon as possible) so that campers know exactly what to do in case of an emergency.

A night alarm drill is organised by the komandant who should carefully prepare this during the programme of activities and explain to all campers why although this is a “fun” activity it has a serious safety purpose too.

# CAMP STRUCTURE

