

Handbook



**Tabir Druzhynykiv
27–30 May 2011**



**Ukrainian Youth Association
Great Britain**

Hartuys!

Following on from the success of its inaugural over 18s camp, the Ukrainian Youth Association "SUM" in Great Britain is delighted to invite member to attend it's secons annual Tabir Druzhynnykiv.

The tabir has been planned and organised by druzhynyky for druzhynyky and therefore we hope to have created the opportunity for us all to revisit our childhood tabir days and also learn some new skills based on Ukrainian traditions.

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.

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

INFORMATION FOR CAMPERS

1. CAMP DATES

2–30 May 2011

- Registration 7–9pm Friday 27 May
- Closing 3pm 30 May

All taborovyky (campers) are to arrive between the hours of 7pm and 9pm for official registration. People who have not returned a completed registration form and turn up on the day must wait until after registration to see if they can be placed.

Places are limited and are on a “first come first served” basis. We will be unable to accommodate anyone once the maximum number is reached.

2. CAMP FEES 2009

£55 per person (£60 after 1 May 2011)

Optional

Special personalised camp poloshirt £14

Special personalised camp hoody £16

Payment by cheque only. Please make cheques payable to: “Ukrainian Youth Association”

We do not accept payment on a part basis. Without full payment you will not be accepted for camp.



3. DEADLINE

Registration forms must be completed and returned with full payment by **1 May 2011**.

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

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

Additional late fee for registration after 1 May 2011 is £5. Total price – £60

NB. Forms received after the deadline will not guarantee a place at camp.

4. REGISTRATION

At registration, taborovyky will be assigned a barrack. Only then can you 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. VALUABLES

We strongly advise you not to bring valuables to camp. They are not needed at camp. There are no planned activities outside of tabir. The only spend will be for drinks in the evening.

6. VISITING

- No visiting during camp. All visitors must leave after registration closes 27 May 9pm.
- 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 ANYONE IS LEAVING THE CAMP PREMISES.

7. MEDICAL NEEDS

- All medical forms must be returned with registration forms.
- It is your responsibility to inform the camp nurse of any specific needs or allergies you might have and to review these with him/her. This is particularly relevant if you are allergic to peanuts.
- Holding back any information about your medical or other conditions may endanger your 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.
- You are advised to keep your personal medication secure at all times or hand them in to the camp nurse.
- Out of date medication will not be accepted.

8. OFFICIAL CLOSING/DEPARTURE

The official closing departure at the end of camp is 3pm. Monday 30 May. Taborovyky are not allowed to go home until all necessary clearing-up is complete.

Please ensure that areas are left in a clean state before departure and you are signed out at the camp office before you leave.

All outstanding accounts must be settled before departure.

9. CAMP CONTACT DETAILS

Ukrainian Youth Association
Tarasivka
Weston-on-Trent
Derbyshire DE72 2BU
Uk_druzhynyky@cym.org

Tel: 01332 700215

Telephone number for *emergency use only*

Komanda 07734393815

10. CAMP UNIFORM

All campers are required to have the following:

GIRLS	BOYS
SUM Shirt	SUM Shirt
Tie	Tie
Skirt (Khaki)	Trousers (Khaki)
Embroidered blouse or plain white blouse	Embroidered shirt or plain white shirt
Socks/tights	Socks (dark)
Shoes (NOT trainers) Black	Shoes (NOT trainers) Black
Sportswear and trainers	Sportswear and trainers

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

There are also a Druzhynyky tabir polo-shirt and hoody available for you to purchase. Details are available on the registration form.

11. PROHIBITED ITEMS

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

- drugs

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

- Knives & blades

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 at designated times in designated areas

– Adults are discouraged from consuming alcohol not purchased from the camp bar.

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 Druzhynyky Tabir Committee in writing by 1 July 2010.

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.. 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.

Programme Co-ordinator

Programme co-ordinator with the help of his/her team of **vykhovnyky** (activity leaders) and **ratnyky** (those organising leisure activities in the evenings) plans and executes a timetable of activities for each day. The programme co-ordinator co-ordinates all educational and leisure activities and oversees the implementation of the planned timetable.

Camp Treasurer

Camp treasurer is responsible for the day to day finances associated with camp.

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.

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** 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

Campers will be split into teams and each will nominate a team leader for the day. The leader ensures all his/her team members are present when necessary and leads the team activities as required that day.

Duty Rota

Bunchuznyj assigns the duty rota. Everyone will be on the rota at some point and must fulfill their duties in order for the tabir to run to plan.

Night Watch

Bunchuznyj assigns the night watch rota. All druzhynyky will be asked to take a couple of hours in the rota during their stay. **No alcohol may be consumed on the evening you are on night watch.**