

While you are at camp your home away from home could be a high-rise dorm room or some other adventurous housing experience that may be very different from your own home. Your camp director and the University of North Texas want to make sure that you are as safe as possible while you are enjoying the activities of your camp. There are a few things that you can do to help make sure your visit is a great and safe experience.

If your camp is one where you will be staying overnight, let's look at where you will be sleeping. The first thing you should do is become familiar with where sleeping arrangements are. Make sure you know where the emergency exit stairs are located. If you cannot locate the emergency exit stairs, ask a Camp Staff member to show you. Remember, if the fire alarm sounds or you smell smoke, NEVER get on the elevators, even if they appear to still be working. You don't want to be on your way down in one when it stops working. If you leave your room in an emergency, be sure to take your key in case you have to get back into your room to wait for help or use the telephone. Camp Staff will give you information on where to meet in case you have to leave your room in an emergency. Make sure you know where that place is and if you are not sure, ask a Camp Staff member. If you need to leave your room in an emergency, don't wander off from the area. Only leave the area if you are told to do so by firefighters, police officers, or a Camp Staff member. Once you are out of the building find your counselor and let him or her know that you are no longer in the building. If there is an emergency, a Camp Staff member will assist you in calling home as soon as it is possible. During an emergency, once you are out of a building, do not return inside the building until a Camp Staff member lets you know that it is okay to go back inside. If you are in a high-rise dorm or some other building and you are on the third floor or higher and you cannot get out of the building, it may be safest for you to stay inside your room to protect yourself from smoke. If your phone is working, call 911 to report that you are in the building. Give the floor you are on and your room number. Keep smoke out of the room as best as you can by stuffing wet sheets, towels, and clothes around the door. Stay down and close to the floor, the air will be better there. Do not lock the door and do not open the door without checking it with your hands to see if the door is hot. If it is hot, leave the door closed.

It is probably a bad idea to set out on your own in a smoke filled building in which you don't know your way around. Firefighters equipped with special clothes and equipment stands a better chance of reaching you if you stay where they can find you (in your room). If you walk around in smoke without special equipment you won't get far before the smoke will make you pass out. If you are close enough to the ground that you can get out through a window always consider that window as a good idea as a backup exit plan if you cannot get out the door. If you are too high off the ground, make a sign that says "HELP" and put it in your window.

Emergencies are serious. Never ever make a false alarm; first of all it will get you in BIG TROUBLE and second of all no one will know which ones are false and which ones are real. Even if someone tells you it is okay to pull a fire alarm or make a 911 prank call as a joke, it is NOT okay. You could get into serious trouble with the police.

# OSHA QUICK CARD™

## Protect Yourself Heat Stress



When the body is unable to cool itself by sweating, several heat-induced illnesses such as heat stress or heat exhaustion and the more severe heat stroke can occur, and can result in death.

### Factors Leading to Heat Stress

High temperature and humidity; direct sun or heat; limited air movement; physical exertion; poor physical condition; some medicines; and inadequate tolerance for hot workplaces.

### Symptoms of Heat Exhaustion

- Headaches, dizziness, lightheadedness or fainting.
- Weakness and moist skin.
- Mood changes such as irritability or confusion.
- Upset stomach or vomiting.

### Symptoms of Heat Stroke

- Dry, hot skin with no sweating.
- Mental confusion or losing consciousness.
- Seizures or convulsions.

### Preventing Heat Stress

- Know signs/symptoms of heat-related illnesses; monitor yourself and coworkers.
- Block out direct sun or other heat sources.
- Use cooling fans/air-conditioning; rest regularly.
- Drink lots of water; about 1 cup every 15 minutes.
- Wear lightweight, light colored, loose-fitting clothes.
- Avoid alcohol, caffeinated drinks, or heavy meals.

### What to Do for Heat-Related Illness

- Call 911 (or local emergency number) at once.

While waiting for help to arrive:

- Move the worker to a cool, shaded area.
- Loosen or remove heavy clothing.
- Provide cool drinking water.
- Fan and mist the person with water.

For more complete information:

**OSHA** Occupational  
Safety and Health  
Administration  
U.S. Department of Labor  
[www.osha.gov](http://www.osha.gov) (800) 321-OSHA

OSHA 3154-07R-06

## PLAY IT SAFE

University of North Texas is a great place to go to summer camp and we think an even better place to go to college. We strive to provide a safe campus environment, but even the safest places can have potential for danger. Be aware of your surroundings when you are out and about on campus.

Always let a Camp Staff member know when you are leaving main group activities even if it is just to go to the bathroom, back to your room, or to another camp activity. Stay in groups or have a “buddy” from your camp.

The University of North Texas campus is filled with friendly people, but since anyone can come onto the campus grounds, not everyone you meet may be someone you should trust.

### Here are some general guidelines to follow for your own safety:

- Stay with your camp group;
- Let a Camp Staff member know if you ever need to leave your group;
- Go only where you tell a Camp Staff member you are going and return immediately to your group;
- Do not carry on conversations with strangers outside of your camp group;
- Always walk in groups, with a buddy, and/or with a Camp Staff member ;
- Alert a Camp Staff member if you see anyone:
  - Hanging around your camp when that person is not a part of your camp;
  - Hanging around the dorm your camp is staying in;
  - If anyone approaches you;
- Do not try to help anyone who looks lost even if you know how to get to where he/she wants to go. It’s best to have a Camp Staff member assist anyone who is lost;
- Do not sneak out after dark (aside from the fact that you can be sent home for this offense, it can be a dangerous prank to play);
- If you become lost or separated from your camp group, do not go to a stranger for help. Look for an emergency phone booth (these are call boxes with blue lights on the top) - press the push to talk button and a University Police Officer will find you. Do not under any circumstances get into a car with a stranger or allow a stranger to walk you back to your camp;
- If your camp provides t-shirts, wear them. Group t-shirts make it easier camp staff to keep up with the campers;
- Never wear clothing that has your name shown in large letters, use only camp issued name tags;
- Do not give your room access pass to anyone, not even another camper;
- Let your parents know if you continue to correspond with any adult you meet at camp after your camp ends;
- If anything happens that does not seem right, let a Camp Staff member know immediately;

- If you have problems with your counselor, talk to camp staff member in your camp;
- If another camper asks you to do something that you don't feel comfortable about, speak to a Camp Staff member about it;
- If you, or another camper, seem to be having a hard time dealing with being away from home or returning home after camp is over, let a Camp Staff member know;
- If you have medicine that you brought from home let a Camp Staff member know so that they can be sure it is kept in a safe place;
- Jewelry, CD collections, and other valuables are safest when left at home;
- Make sure your name is written on your personal items such as the inner labels of clothing, grooming items, and personal valuables;
- Keep meal cards and cash in a safe place;
- Never leave an outside door propped open;
- Never let someone you do not know into the building with your door key. If he/she belongs in the building, then he/she will have his/her own key;
- Never let anyone in your room, unless you know the person and the person is a part of the Camp.

**If you are ever uncertain as to what to do in a particular situation, then find a Camp Staff member and let them decide what to do.**

# Steps for CPR

**\*\*\*DIAL 9-1-1 IMMEDIATELY\*\*\***

1. Make sure the scene is safe.
2. Make sure the victim is lying on his back on a firm, flat surface. If the victim is lying face down, carefully roll him onto his back.
3. Kneel at the victim's side. Tap and shout to see if the victim responds.
4. If the victim does not respond, yell for help.
  - If someone comes, send that person to phone your emergency response number (or 911) and get the AED if available.
  - If no one comes, leave the victim to phone your emergency response number (or 911) and get the AED if available. After you answer all the dispatcher's questions, return to the victim and start the steps of CPR.
5. Open the airway with a head tilt-chin lift.
6. Check to see if the victim is breathing normally (take at least 5 seconds but no more than 10 seconds)
  - Put your ear next to the victim's mouth and nose.
  - **Look** to see if the chest rises.
  - **Listen** for breaths.
  - **Feel** for breaths on your cheek.
7. If there is no normal breathing, give 2 breaths (1 second each). Watch for chest rise as you give each breath.
8. Quickly move or remove clothes from the front of the chest that will get in the way of doing compressions and using an AED.
9. Give 30 compressions at a rate of 100 a minute and then give 2 breaths. After each compression, release pressure on the chest to let it come back to its normal position.
10. Keep giving sets of 30 compressions and 2 breaths until the AED arrives, the victim starts to move, or trained help takes over.



# Tornado

Refer to the Risk Management Services website for shelter locations, which are included in each building's Evacuation Plan. In the event of severe weather, tornado activity is possible. Tornado season is generally from March to August; however tornados may occur at any time of the year. If a tornado is approaching:

- Seek shelter immediately. Go to the lowest floor possible. Seek shelter in an interior hallway, closet or bathroom. Stay away from windows and doors.
- If you are driving a vehicle, do not try to out run a tornado. If possible, seek shelter indoors. If that is not possible, lie flat in a nearby ditch or depression and cover your head with your hands. Be aware of the potential flooding. Do not get under an overpass or bridge.
- Listen to a radio or other media sources for the latest tornado advisory information.

Remember:

Tornado **WATCH** means the weather conditions are favorable for a tornado.

Tornado **WARNING** means a tornado is imminent or occurring.

