

СПІЛКА УКРАЇНСЬКОЇ МОЛОДІ у Великій Британії

UKRAINIAN YOUTH ASSOCIATION IN GREAT BRITAIN

КРАЙОВА УПРАВА - NATIONAL COMMITTEE

kycymuk@CYM.org ❖ "Tarasivka", Weston-on-Trent, Derby, DE72 2BU ❖ Tel/fax: 01332 700 215



Tarasivka

TABIR HANDBOOK



Dear Parents,

The Ukrainian Youth Association in Great Britain has been organising summer camps for over 50 years.

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

We have prepared this short guide in an effort to ensure that the taborovyky are well prepared for tabir.

Hope to see you at Tarasivka soon.

Anna Fedeczko

Camp Committee

National Committee of Ukrainian Youth Association in GB



GENERAL INFORMATION

1. CAMP DATES

Please visit cym.org/uk for dates

Official registration is between .2pm and 4pm. Those who have not returned a completed Anкета and turn up on the day must wait until after registration to see if they can be placed. At registration you will be told where you have been allocated a place. Beds cannot be reserved before registration.

Due to the nature of Sports camp places are limited to 60 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

Please visit cym.org/uk for prices

We do not accept payment of a part week basis. Without full payment we will not accept your child for camp.

Please note: extending a stay may be possible only if places available, it is advisable to book in advance.

Registration forms for ALL participants, adults and children must be completed and returned with full payment by **the day of the Regional Rallies**.

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

Tabir booking

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 THE REGIONAL RALLIES

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

3. SPENDING MONEY

Parents may, if they wish, deposit a small amount of money in the camp “bank” for their child's use.

4. VISITING

Official visiting is on Sundays 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.
- Any legal parental access/contact arrangements must be reported to komendant. Information of this nature will be treated in the strictest confidence.
- Visitors must not bring dogs/pets to Tarasivka during tabir.

5. 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. Special dietary requirements must be indicated on the medical forms and reported to the head cook who will display the information in the kitchen and inform all kitchen staff and daily helpers.
- 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. **NB. Yunatstvo with an infectious illness will not be allowed into camp. Parents MUST notify Taborova Komisija if their child has suffered from an infectious illness prior to arrival date so advice can be given accordingly.**
- Adults are advised to keep their personal medication secure at all times or hand them in to the camp nurse.
- Out of date medication will not be accepted.
- If a child sustains an injury they will not be able to remain in tabir.

6. 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.**

7. CAMP CONTACT DETAILS

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

Tel: 01332 700215

Telephone number for *emergency use only*

Komendant – (this number will be available at registration)

8. CAMP UNIFORM

All taborovyky are required to have the following CYM uniform and a polo shirt:

FORMAL WEAR

GIRLS	BOYS
SUM Shirt	SUM Shirt
Blue Polo shirt	Blue Polo shirt
Tie	Tie
Skirt (Khaki) , knee length	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. These are worn on all trips off site and informal occasions. Hoodies are also available to purchase.

Sportswear for sport camp is essential. Parents will be contacted to either supply the correct/appropriate attire or footwear or to collect their child.

*refers to adults and children

9. GENERAL ITEMS

Clothing

- Shoes
- Trainers

- Sportswear
- 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)

A lost property box will be located in Kanselaria during tabir and until Bazaar weekend. Any property not collected by this date will be donated to charity or disposed of.

10. PROHIBITED ITEMS

- Large toys such as bikes and go-carts
- Skateboards
- Playstations, XBOXs and all other electrical games

Any persons found in the possession of the following items will be asked to leave

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

If any of the following items are found in the possession of yunatsvo 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 if purchased from the camp bar and only at designated times in

designated areas

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

SPECIAL NEEDS

The Association would like to be inclusive of yunatsvo with special needs, however we are unable to provide the level of supervision and expertise which is often required to support an individual appropriately and therefore can only accept applications from yunatsvo with special needs if they are accompanied by a parent who is able to support the individual at all times and who will take sole responsibility for their child. Holovy oseredky should discuss applications with a member of Krayova Uprava in the first instance.

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.

GENERAL FEEDBACK

General feedback is also requested by 1st September either by contacting holova Taborova Komissia or via your Oseredok. We value your thoughts, comments and suggestions as we aim to continue improving and developing tabir.

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

Policies

Child Protection Policy
Anti-bullying Policy
Health, Safety and Welfare Policy

Available for reference in camp office

CAMP ADMINISTRATION TEAM

Komandant

Komandant is appointed by Taborova Komissia on behalf of Krayova Uprava to be responsible for the

running of tabir for a given period of time. The role is to lead komanda in ensuring that all policies and good practice guidelines approved by Krayova Uprava are adhered to with the aim of providing a safe and healthy environment for education and recreation for the yunatstvo. Komandant will hold daily debriefing meetings with komanda and may also meet with other personnel.

Bunchuznyj

Bunchuznyj is komandant's deputy. He/she is responsible for discipline and wellbeing, ensuring everyone keeps to the timetable, organises assemblies following appropriate rules. Bunchuznyj appoints **sluzbovi** (duty officers) for each day, organises night-watch rotas, kitchen rotas 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** 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.

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 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.

First Aider

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

Oboznyj co-ordinates the work of the technical team. At morning and evening assembly they report the number present. **Oboznyj** is the estate manager for camp who oversees all the technical work and maintenance of the camp. They are responsible for inventory, tools and materials.

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 who hold a hygiene/food preparation certificate are asked to bring them to camp so we can display them for inspection purposes. All kitchen staff will be required to complete a brief induction which includes a short dvd on Food Hygiene Awareness.

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. 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.

Cleaning Duty Rota

Bunchuznyj assigns the duty rota (adults/druzynnyk only). They report to the duty officer of the day and are responsible for sweeping/cleaning the hall, wash basins and toilet/shower areas. Guidance and induction will be given.

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 Management Structure



