

What does it regulate?



Educational leisure activities (some of which are sports activities)



in which more than four children under the age of 18 take part



which are held in Catalonia



Educational leisure activities



Sports activities



WITHOUT an overnight stay



Holiday camp

Any activity that takes place during the school holidays, normally from Monday to Friday, without any continuity during the rest of the year, with no overnight stay involved.



Sports camp

Holiday camp where the main purpose of the educational activity is to train in and practice one or more sports.



Holiday residence

Activity that includes overnight stay/s in a building, house or other permanent facility.



'Stage' or sports campus

Holiday residence where the main purpose of the educational activity is to train in and practice one or more sports.



Hike

Route covered on foot or by bicycle during which, in general, each night is spent in a different location. It is conducted by an entity registered with the Census of Youth Associations of the Directorate General for Youth.



Sports trail

Hike that includes one or more physical and sporting activities in the outdoors. It is carried out by an entity that is not registered with the Census of Youth Associations.



WITH an overnight stay



Youth camp

Activity involving an overnight stay in the outdoors, under cover or in tents.



Fieldwork project

Activity during which the participants voluntarily take part in a task of social or community interest or collaborate on collective, non-profit projects with the aim of contributing to social transformation.

What does not it regulate?

Family activities.

Activities carried out by schools within the school terms.

Regular sports activities different from the ones described (such as competitions, training, coaching conferences, etc.).

Activities for children and adolescents organized by residential and foster care centres, by non-residential socio-educational intervention services and by the staff of juvenile justice schools and open detention facilities.

Activities undertaken by the Youth Section of the fire brigade.

Regular activities organised by the play centres of public administrations.

People involved in these activities



TEAM OF MONITORS:

Comprising the activity leader and the monitors. All of them must be adults and be present while the activity is being carried out.



LOGISTICS SUPPORT PERSONNEL:

People who help to ensure the satisfactory running of the activity looking after logistics or infrastructural matters.



PARTICIPANTS:

Children and young people under the age of 18 that enjoy the activities.



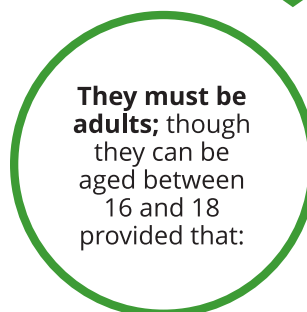
Activity leader: is responsible for carrying out the activity in accordance with its programme, during the established time and in the established place.



Monitor: directly carries out the activities with the participants.

Obligations of the person responsible:

- ✓ To comply and ensure compliance with the provisions of this Decree.
- ✓ To ensure that the participants respect the property, facilities and natural environment of the location where the activity takes place, and to avoid any risk of forest fires.
- ✓ To ensure that the relevant notification of the activity is sent, as well as any cancellations or modifications that occur afterwards.
- ✓ To guarantee that all participants are aware of the emergency action plan.
- ✓ To facilitate the inspection and monitoring of the activity by the personnel duly authorized to undertake this task.
- ✓ To ensure compliance with all current legislation on alcoholic drinks and tobacco.
- ✓ To guarantee the execution of the activity programme.
- ✓ To ensure compliance with the relevant laws whenever the organization of any activity is undertaken by a specialist organization or company.
- ✓ To ensure that the activity is conducted in accordance with the appropriate health and safety conditions.



They must be adults; though they can be aged between 16 and 18 provided that:

- There is a two-year gap between them and the oldest participant.
- They do not exceed 10% of the participants, and to a maximum of 5 staff.
- There is always one member of logistics support team aged over 18.



THE STAFF ON THE TEAM OF MONITORS AND LOGISTICS SUPPORT PERSONNEL

are all required to produce a negative certificate from the Central Register of Sex Offenders and give it to the educational entities or companies where they are going to work.

Ratios in activities with all participants aged 3 or over

Number of participants	Monitors including the person responsible Minimum number	Qualified monitors including the person responsible Minimum number	Qualification of the person responsible
5 to 10	2 (*)	1	monitor
11 to 20	2	1	monitor
21 to 24	3	2	monitor
25 to 34	3	2	leader
35 to 44	4	3	leader
45 to 54	5	3	leader
55 to 64	6	4	leader
65 to 74	7	5	leader
75 to 84	8	5	leader
85 to 94	9	6	leader
95 to 104	10	6	leader

5 to 24 participants

25 or + participants

1 monitor per 10 participants or fraction, with a minimum of 2(*)

1 monitor per 10 participants or fraction, over 4

40% Qualified

60% Qualified

Qualification **MONITOR**

Qualification **LEADER**

(*) If all participants are aged 16 or over, the minimum number of monitors is 1.

Ratios provided that there is a participant under the age of 3

Number of participants	Monitors including the person responsible Minimum number	TOTAL number The qualification of senior children's education assistant is acceptable Minimum number	With the qualification of LEISURE EDUCATION Specific monitor or leader qualification Minimum number	Qualification of the person responsible
5 to 16	2	2	1	monitor
17 to 24	3	3	2	monitor
25 to 32	4	4	2	leader
33 to 40	5	5	3	leader
41 to 48	6	6	3	leader
49 to 56	7	7	4	leader
57 to 64	8	8	4	leader
65 to 72	9	9	5	leader
73 to 80	10	10	5	leader
81 to 88	11	11	6	leader
89 to 96	12	12	6	leader
97 to 104	13	13	7	leader

Any number of participants

1 monitor per 8 children or fraction, with a minimum of 2

100%

50%

5 to 24 participants **MONITOR**

+ 24 participants **LEADER**

Equivalence of qualifications

MONITOR means having at least one of these qualifications:

- ✓ Diploma as a leisure activity monitor for children and young people issued by the Directorate-General for Youth.
- ✓ Professional certificate as an invigilator of leisure activities for children and young people.
- ✓ Technical or higher degree in socio-cultural entertainment.

LEADER means having at least one of these qualifications:

- ✓ Diploma as an activity leader of leisure activities for children and young people issued by the Directorate-General for Youth.
- ✓ Professional qualification in the management and coordination of educational leisure activities for children and young people.
- ✓ Technical or higher degree in socio-cultural and tourist entertainment.

In the case of: camps, fieldwork projects, holiday camps, holiday residences, hikes

In the case of: sports camps, 'stage' or sports campus, sports trails

MONITOR means having:

- ✓ A certificate from the Official Register of Sports Professionals of Catalonia accrediting them at the very least as a sports monitor.

LEADER means being in one of these situations:

- ✓ Having the certificate from the Official Register of Sports Professionals of Catalonia accrediting them as a sports activity leader.
- ✓ Being a member of the Association of Physical Education and Sports Sciences of Catalonia.

Notification of activities



The following activities must be notified:

Activities WITHOUT an overnight stay



4 or more consecutive days (holiday or sports camp)

Activities WITH an overnight stay

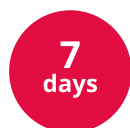


2 or more consecutive nights (holiday residence or 'stage' or sports campus, hike or sports trail, camp and fieldwork project)



Deadline for submitting notifications

The activity must be notified as soon as possible



ELECTRONICALLY



IN PERSON WITH A NOTIFICATION FORM

All the details of the form, specially the **contact information**, have to be precise, in order to be able to act properly in a case of an emergency.

The **cancellation or modification** of the details of an activity must be notified before the start date of the activity.

Mixed activities

When an activity includes one or more activities of a different type, but which are also governed by this Decree, the other activities must also comply with its provisions.

For further information: jove.cat/notificacions

Where do the activities have to take place?



Holiday residence/ 'stage' or sports campus



They have to take place in facilities listed in the Register of Facilities for Youth activities.



Youth camp, hike, fieldwork project



Sufficient services and health and safety measures must be guaranteed. Property permission is required.

For further information: jove.cat/instal

Which mandatory documentation is needed during the activity?

- ✓ Programme of the activity, indicating its objectives, schedule, timings and daily planning.
- ✓ Signed authorizations for every participant under adult age.
- ✓ Signed health form of every participant under adult age, detailing any possible physical or mental impediments, diseases, medication, updated details of vaccinations...
- ✓ An alphabetical list of the names, addresses and telephone numbers of all the participants in the activity.
- ✓ A health ID card of every participant.
- ✓ A proof of insurance policies.
- ✓ In the case of the activities that have to be notified:
 - A copy of the notification.
 - A document confirming the qualifications of the team in charge.

Insurance



The organizer of the activity must take out:



Accident insurance providing the coverage of:



6.000 € per medical expenses
5.000 € per death
6.500 € per permanent disability



Civil liability insurance providing a minimum compensation of:



300.000 € per victim
1.200.000 € per incident

In the case of the **sports activities**, the insurances obligations are stipulated by their own regulation.

Accessibility



When the activities involve participants with disabilities, the organizer must evaluate the case in question to **adjust the ratio of the team of monitors.**



The organizers or promoters of the activities must progressively **guarantee accessibility to people with physical, sensorial or intellectual disabilities.**