

CONDITIONS FOR CARRYING OUT JUVENILE FREE TIME ACTIVITIES IN ARAGÓN

Legislation in Aragón: Decree 68/1997 of the 13th. of May, B.O.A. N° 58, of the 23rd. of May 1997.

The importance of notification and doing it well

The organizations and those responsible for the youth activities should keep a close watch on the prevention and security of the participants in the juvenile activities.

For that reason the importance for all in relation to:

- Strictly complying with the legislation.
- Making the notification within the time period established.
- Designing well both the planning and administration of the development of the activity.
- Preparing and laying out all the documentation required by the rules for each administration.
- And guaranteeing and putting into effect all the security measures for the protection of minors.

Who has to notify?

- The organizations which promote activities for juveniles in free time.
- The responsible department within the Autonomous community of Aragón.
- And those centres where there are more than 10 juveniles under 18.
- And who stay more than two consecutive nights away from their habitual residence.
- Whether they are fixed camps, moving camping (including those made in camp sites) or in buildings.
- With the object of carrying out an educational, cultural, sporting or recreational activity.

NOT notified:

- Activities in teaching centres which are included in the school course.
- Official sporting competitions.
- Family activities.
- Spontaneous camping.

What requirements are needed?

- A Free Time Director or valid qualifications to manage as the person responsible for juvenile activities. People who do not have Spanish Nationality should possess the qualifications required in their country, and approved officially by the Director of Free time activities or one of those cited in decree 68/1997.
- At least one monitor for every 12 participants, who are in all circumstances over the age of 18.
- At least 50% of the team of monitors should have the qualification of FreeTime Monitor issued by the organization responsible for juvenile activities or its equivalent.
- For risk related activities. **VERY IMPORTANT**. People who are qualified both in the design and planning of the activity and in the examination of the materials which are necessary for the success of the activity are to be included. (*)
- If there are more than 50 participants: There must be a person who is qualified in first aid and responsible for this. (*)
- Food handling: training in food handling(*)



IMPORTANT!

It is important and obligatory to have undertaken an evacuation plan on the 1st day of the stay in the installation.

It is important and obligatory for whichever high mountain route to communicate this activity to the nearest Guardia Civil or Guardia Forestal.

It is important and obligatory to comply with the conditions of emplacement of a camp for the security of the participants and the whole team.

(*) They will have to have the relevant accredited document at all times during the supervision and juvenile activities.

What document should I present together with the notification?

- Authorization from the owners of the land/s or the installations (except if an installation is authorized by the Tourism department of the Government of Aragón).
- A photocopy of the qualification duly authorized as The Director responsible (unless it has been granted by the Instituto Aragonés de la Juventud)
- Geographical coordinates of the location.
- Schedule of activity
- The Programme of Activity. When there are adventure or mountain activities.
- Relationship of the monitors in practice and notification of the Director of the course, if the course has been carried out in a Free Time School in Aragón.
- Communication of Free Time activities with the Public Health Department.
- Responsible declaration for access and exercise to professions, trades and activities that involve regular contact with minors.



NOTE

At the present time in Aragón one only notifies and one isn't authorized.

Each organization and its Director are responsible for the completion of the requirements called for by each department of the Government of Aragón.

When?

Notification must be given **with a minimum of twenty days** to conform to article 4 of the decree 68/1997. If such notice is not complied with, any and all consequences will be borne by the organising entity.

Where?

Present the notification through the official registry on the web of The Government of Aragón:

www.aragon.es/OficinaVirtualTramites.

On this web page you will be able to append the documents to present.

Or if the documents have been filled in on paper they can be presented at any registry of Public Administration addressing them to The Provincial Headquarters of IAJ in Zaragoza, Huesca or Teruel.

Documents one should have for the inspection:

Over and above what one has presented with the notification one should also have available:

- Qualifications of the persons responsible for the activity and a list of the directional team.
- List of participants.
- Parental or tutorial authorization for the children and copies of their health documentation.
- An insurance policy for Civil Responsibility in force together with proof of payment.
- Authorization from the Environment Department of the Government of Aragón (only when the camp is undertaken on a publicly used mountain).



Further information

All the necessary documents are in the web of the Instituto Aragonés de la Juventud
<http://juventud.aragon.es>

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