

PHOTOGRAPHY





Table of Contents

<u>Page 3</u>	<u>Introduction</u>
<u>Page 4</u>	<u>Comfort Zones</u>
<u>Page 5</u>	<u>Safety</u>
<u>Page 6</u>	<u>Emergency Procedures</u>
<u>Page 7</u>	<u>Equipment</u>
<u>Page 8</u>	<u>Maintenance of Equipment</u>
<u>Page 9</u>	<u>Using chemicals and developing pictures</u>
<u>Page 12</u>	<u>Chemical Spill Guidelines</u>
<u>Page 13</u>	<u>Photo Developing</u>
<u>Page 15</u>	<u>Safety Instructions in Photo- Developing</u>



Introduction

The Photo activity is very popular with campers of all ages and as instructors it's your job to make sure everyone stays safe and has fun during this activity, especially because you will be using chemicals. To lead Photo you will have completed training with a member of the support team before running a session with a group of campers. This manual will help you to familiarise yourself with the equipment we use here at Barretstown and also some considerations to be taken seriously when working in the dark room/photography room with children and adults. We will also look at how we use therapeutic recreation in the photo activity in order to comply with the philosophy and mission of Barretstown. Before we go into detail on therapeutic recreation we must first understand about comfort zones.

Barretstown uses a 'challenge by choice' principle in all the activities we run at camp. This means that campers will never be pushed into something or forced into doing an activity/exercise which they feel strongly about not doing. They will choose their own level of participation and challenge.

Comfort Zones

Each individual has three levels of comfort which we call 'zones' at camp; a comfort zone, a stretch zone and a panic zone. You are in your comfort zone when you are doing the things you love i.e. reading, listening to music, watching TV etc. This is a zone you enjoy being in. You enjoy both the activity you are doing and the environment you are doing it in.

The next zone is known as your 'stretch zone'. This is a zone where you feel you are being challenged in some way. You are not as comfortable as you were in your comfort zone but you still feel like you can cope with where you are and carry on doing what you are doing. Each person's stretch zone is different because we all have different levels of comfort. What seems like a challenge to one person may be no



problem to the other. Some people have a fear of flying whereas others are quite comfortable in an aeroplane. This is the zone we want our campers to be in. We want them to challenge themselves and put themselves in their stretch zone. This is the zone where you learn that you can overcome challenges, be successful and feel good about yourself. This is the zone where self-esteem grows and campers realise their potential. The same applies to adults.

The final zone is the 'panic zone'. This zone is the last place we want anyone to be in at camp. Camp is a safe, fun and positive environment. When you find yourself in your panic zone you feel scared, unsure about what is going on. You question yourself and the people around you. You become stressed out and you find yourself making quick decisions to get yourself back to your comfort zone. **At no point throughout the duration of camp should campers or staff find themselves in their panic zone.** By ensuring campers choose their own level of challenge we avoid placing them in their panic zone. They decide their level of participation and their level of challenge depending on their own level of comfort. As staff, we then try to help them overcome the challenges they have set for themselves. We do this by creating a safe and fun activity and, recognising the individual success which each camper obtains through taking part in an activity at some level.

As well as the challenge using chemicals and developing equipment, and being in a blacked out room there is a huge emotional challenge for campers to overcome also. The feeling of being nervous, anxious, unsafe and unsure of what is going on is a huge challenge to overcome. The campers are placing total trust in both the activity leader and the equipment therefore it is important to be empathetic towards them. We can do this by remembering a time when we were in our stretch zone and what it felt like. What would have made us more comfortable at the time? Between doing this and keeping communication open between the instructor and the camper we can ensure that emotional challenges are overcome.



Supervision

- Photography takes place in groups of no more than 16 campers.
- There must be at least 1 activity leader with the appropriate training to supervise the Photo activity. The instructor is responsible for the safety of the children and staff who are visiting the photo room.
- All activity groups will also be accompanied by Cara's adhering to our staff to camper ratio at all times. An activity group of 16 children will typically have up to 7 Cara's attached for support and supervision.
- A minimum of 3 Cara's must be with each activity group at all times
- Campers under the age of 7 are not allowed use the chemicals in the photo room. They can however participate in other photo activities such as making a calendar etc.
- A Barretstown nurse must be on-call by walkie talkie at all times during activities.

Safety Rules

- Closed toed shoes must be worn.
- A ratio of 1:16 Activity Leader to campers must be maintained along with Cara Supervision
- All summer staff are trained in the use of chemicals during staff orientation and shown the correct techniques on how to optimise safety in the photo room.
- In the case of a fire alarm please leave the hall and move to the fire assembly point.

Controlled Access

- Campers are only allowed in the photo room when participating in an activity and accompanied by staff.



- All equipment is stored and locked away in the room when activities are not in session.
- Chemicals are locked in a separate cabinet in the room.
- The Photo room is protected by locked doors to ensure campers do not enter unsupervised.

Emergency procedures

Fire Alarm

When you hear the fire alarm at the lake the steps you take are very straight forward.

1. Safely close down the activity area and ensure all campers make their way with the Cara's to the assemble point.
2. At the assembly point notify the support team member you have all of your group including staff.
3. Line up accordingly and await further instructions from the support team.

Medical Emergency

In the event of a medical emergency you should;

1. Contact the medical centre immediately
2. Remove the rest of the group if possible to the front of the castle or dining hall if necessary.
3. Remain calm and wait for medical help to arrive.

Missing Camper

When you hear a call over the walkie talkie that 'the red folder has gone missing' you must;

1. Safely close down the activity area.
2. Volunteer Cara's escort the group to the dining hall while the full time staff meet at the cottage coordinators office.
3. Check in with the support team and await further instructions

Equipment

There is a lot of equipment in the photo room that you will use directly and indirectly. As a photo activity leader it is your responsibility to take the campers pictures on arrival day and also to make a slideshow at the end of the session.

When making the slideshow it is important to ensure you have every camper captured an equal amount of times. It is nice to have an individual picture of everyone, a picture of them having fun with friends in an activity and a cottage/activity group picture. Once you have ensured you have enough pictures you upload them onto movie maker and put camp songs in the background of the movie.

On the first day of activities you hand out an activity group camera and ask the carers to ensure they take pictures of everyone in the activity group. There are 8 activity group cameras and it is your responsibility to ensure that we get the cameras back every session and they are in working order.



Activity group camera

There is also a camp camera used to take pictures of the campers on arrival day or used for evening programme. The only people who use the camp cameras are the

support team or activity leaders for taking pictures of camp in action.



Camp Camera

Maintenance of equipment and upkeep

There is a lot of equipment in the Photo room for the photo activity programme. For taking pictures or going on a scavenger hunt the activity group cameras can be used. The cameras are operated by rechargeable batteries. There will always be batteries charging in the rainbow office or in the photo room. It is important to store all photo equipment correctly to ensure the quality of equipment. There is a cupboard to store all equipment (not chemicals) to ensure it is out of the reach of campers and to ensure equipment does not get misplaced. Chemicals are locked away in a separate storage unit out of reach of campers.



Equipment cupboard



Storage shelves

Using chemicals and developing pictures.

Developing film is a chemical process in which the exposed silver halide in a piece of used film is washed and fixed. This creates the permanent image known as a negative, which is no longer sensitive to light. The process of developing film involves several chemicals, some of which can be toxic or dangerous. As there are chemicals used in developing film it should always be undertaken in a well-ventilated area. This is a very exciting activity at Barretstown as campers will not normally get a chance to develop their own pictures. It is very important to be fully aware of the dangers of handling the chemicals and to take necessary precautions in order to make the activity as safe and fun as possible.

Developer

Developer is the first stage in fixing an image on a negative, revealing the latent image by washing away some of the exposed silver halide crystals. It is made of a diethanolamine-sulfur dioxide complex, hydroquinone, sodium bisulfite, and

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potassium bromide mixed with water. The longer a negative is left in the developer, the more silver halide is removed, resulting in greater contrast. The art of leaving a film to develop longer than the recommended time is known as "pushing" the film, as it leaves the chemicals in contact with the film longer. Pushing the film can be done to correct underexposure, but will make the grain of the film more visible.



Stop Bath

Stop bath halts the action of the developer on the negative by changing the pH balance, neutralizing the chemical reaction. It is usually a form of acetic acid mixed with water. This dilute concentration gives off a characteristic vinegar smell. It is sold as a concentrate and then mixed with water by the user. Caution should be undertaken when working with acetic acid stop bath, as contact of the concentrated form with unprotected skin can cause chemical burns.



Fixer

The semi-final stage of film development is the fixer. This removes the unexposed silver halide and leaves behind the developed, exposed silver halide. Fixer consists of a salt of sodium thiosulfate mixed with water. The process of fixing ensures that the image on the negative is no longer sensitive to light, or "fixed". This is followed by a final water bath in which the film is rinsed, then hung to dry in a dust-free drying cabinet.



Water

One of the most important and readily available chemicals used in film developing is water. The film is rinsed between stages in a bath of water to remove chemicals, it is also rinsed at the end of the process in order to prepare the film for drying. As most of the chemicals are sold as concentrates, they must be mixed with distilled or purified water in order to be used. A steady supply of running water is necessary for any darkroom activity.



The trays and sink used to develop pictures.

Considerations

Working with darkroom chemicals can be dangerous. Having the Material Safety Data Sheets (MSDS) for any chemicals being used is required by Barretstown health and safety policies, as these sheets detail the chemical content, hazard, and treatment for contact or ingestion. The chemical fumes can be quite dangerous, so ventilation is important in Barretstown's darkroom application. Handling the solutions should always be done with care and adherence to safe chemical handling procedures. Protective clothing such as gloves should be used to prevent undue contact with chemicals while developing film.

Chemical Spill Guidelines:

The following are general guidelines to be followed for a chemical spill.

- Immediately alert people in the area and line manager, and evacuate the area, if necessary.
- If there is a fire or medical attention is needed, contact the med shed at 239 during camp or emergency services at 999.

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- Attend to any people who may be contaminated. Contaminated clothing must be removed immediately and the skin flushed with water for no less than fifteen minutes. Clothing must be laundered before reuse.
- If a volatile, flammable material is spilled, immediately warn everyone, control sources of ignition and ventilate the area.
- Put on personal protective equipment, as appropriate to the hazards. Refer to the Material Safety Data Sheet or other references for information.

Photo Developing



Collect Objects for your Picture



Make Sure Red filter covers lens

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Turn on red light in room



Place Photo paper glossy side up



Add objects to Paper



Remove red filter



Press Run



Place in Developer for 1-2 minutes

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Stop Bath for 10 seconds

Fixer for 2-4 minutes

Please do not mix the chemicals. Only use the things that belong to appropriate bath.



Hold the paper under water



Hang up paper for drying

Safety Instructions in Photo- Developing

- The darkroom will be dark for 20-30 minutes. It is not possible to go in or out during this time except in an emergency.
- If campers feel dizzy or have any problems breathing etc inform a cara immediately.
- Only one camper can develop a picture at one time. Everybody waits at the table until they are called.
- NEVER put your hands in the chemical baths: they are toxic. If you get chemicals on your hands, inform a cara and wash your hands immediately.
- Please, use the tongs just for the bath they belong to E.g. do not put the developer thongs into the stop-bath, because the chemicals become impure.
- Please go to the toilet before the darkroom will be closed.

