



Heritage STEM Camp/Code of Conduct

As a member of Heritage STEM Camp, all volunteers, all counselors, partners and staff must remember...

- o Camp is for the campers first! The physical, emotional and spiritual well-being of our campers is the primary responsibility of all staff.
- o Be fair and consistent.
- o Be impartial. Remember that the quiet, shy child in the back needs to attention and a confidence boost from you.
- o Be prepared and calm.
- o Be professional. When you are talking to a camper or the parent of a camper, you represent the camp and the camp is you 100%.
- o Be punctual and where you are scheduled to be on time. This includes mentally and physically.
- o Get plenty of rest. This job requires a lot of energy and attention.
- o Greet each camper as if he or she were one of the most important person(s) in your life.
- o Make sure you introduce yourself to the campers and their parents.
- o Where you badge at all times.
- o If you see someone walking around the camp-site unfamiliar or without their badge, immediately direct them to the Welcome Center. Also send a message to security and the office.
- o Never be alone with a camper. If there aren't other campers around, leave the door open and remain in a public place.
- o Sexual harassment is prohibited.
- o THINK before you act.
- o Tobacco alcohol, and drugs are prohibited.
- o We will not tolerate profanity, negative attitudes, gossiping, violence or harassment of any kind. Pranks are not allowed by staff, instructors or campers.
- o You are a leader and not a camper. Children will not feel safe if they don't feel surrounded by leaders.
- o Never use your phone in front of campers unless it is necessary.

You must:

- o Be present for all assigned activities.

I, _____, have carefully read the list of basic expectations for Heritage STEM Camps volunteers. If I fail to meet any of these expectations, I understand I will be subject to disciplinary actions that may include termination and/or criminal prosecution.

Signature

Date

Document must be signed and submitted to HSC prior to start of camp sessions. Signed by all HSC partners and vendors supporting HSC camp sessions.