

Lochearn Camp -- Code of Conduct

As an employee of Lochearn Camp for Girls, I recognize that my purpose is to provide an educational, recreational and enriching experience for each camper and, within that effort, to consistently demonstrate an attitude of support, commitment and good will toward the campers, their families, my fellow staff members, management and the organization of Lochearn Camp. In accordance with this purpose, I promise to honestly and consistently behave in the following manner:

-To always have my actions uphold Lochearn's traditions and policies

-To always help my fellow staff members uphold Lochearn's traditions and policies

-To set a good example by following the same expectations we have for campers. Proper personal hygiene, appropriateness of dress, bed-making, neat storage of my belongings, enough bed rest, kind treatment of friends and cabin mates, no profanity, no gossiping or pranks, etc. all set the example. There can only be one standard for campers and staff alike if this program is to be effective.

-To uphold the trust and responsibility parents and the camp have placed in me for the care and well-being of children, **I agree to refrain from the use of alcohol, tobacco and drugs on or near camp property and to be free of their influence on and off camp property at any time when I am responsible for Lochearn campers.**

-**To uphold my responsibility to supervise and to keep the campers physically and emotionally safe, I agree to be in Thistle only during my days off, periods off as assigned to me, or after 10:00pm at night. At all other times, I will be out and about in the community interacting with campers and staff and assuring their full participation and safety.** [Staff are allowed to be in Thistle to pick up mail or make a quick (5 minute) phone call directly before and after lunch, but should not gather in Thistle during these or any other times for extended periods when you are not on a day or period off.]

-Whether in camp, on a camp trip, or on my day off, always to keep in mind that I represent Lochearn Camp, to be considerate of my neighbors and courteous to those with whom I come into contact during all in and out-of-camp activities.

-To handle all my responsibilities in an honest and professional manner -- that is, to teach my classes with enthusiasm and in accordance with the schedule assigned to me, to attend to my campers with understanding, kindness and quality care, to attend and actively participate in evening programs and special events, to handle responsibly evening patrol as assigned to me, to maintain evening curfews and all other policies as outlined in the staff manual.

-To use Lochearn's supplies for camp purposes only. I understand that personal use of camp supplies (including camp computer and internet access, camp food, camp telephone, camp business supplies, camp gasoline, etc.) is considered stealing unless usage has been otherwise authorized by the Directors.

-To maintain the good will of the organization by handling my problems or complaints in a responsible fashion. Problems or complaints should be resolved with the specific individual involved. Additionally, I should always go **up-line** to my supervisor or to the Directors until my problem is successfully resolved. **I should never take my problems or complaints to the campers or staff members not directly involved with the issue.** Discussing problems or complaints with campers or gossiping or griping with other staff members is destructive and undermines the spirit of cooperation and good will which is central to the camp's operation.

