

CHAPERONES: RULES & TIPS

Being a Chaperone is a tremendous responsibility. We expect you to uphold the rules and policies of camp and to be paragons in your role as supervisor, mentor, disciplinarian, protector of students, and a lover of fun. Remember, the relationship students have with their Chaperone and cabinmates will make or break their camp experience.

Chaperones, **we STRONGLY recommend that you bring a cell phone with data and reliable service, WiFi is not guaranteed/provided.**

CABIN RULES: (For Chaperones)

1. Chaperones **MUST** sleep in the bed(s) closest to the cabin's doors.
2. Chaperones **MAY NOT** leave the cabin unattended for any reason, especially overnight. Get coverage if you need it.
3. Protect and promote privacy when in the cabin as much as possible.
4. Students **MUST** take one (1) shower at minimum during the week, they may not take a second shower until all students have had one. Showers may be a maximum of 5min long (with the water on).
5. Confiscate all snacks/drinks (including gum) on Arrival Day, label them with the student's name & submit them to the Lead Teacher.
6. Collect **ALL** student medications including inhalers, vitamins, essential oils, Dramamine, allergy meds, etc. and turn them in to Camp Admin.
7. Report **ALL** incidents of indecent exposure occur, no matter how minor or accidental to CODES Admin immediately (e.g. a student walking out of the shower in a towel, a student being shirtless/changing their clothing in public, a student changing clothing in their sleeping bag).

CABIN RULES: (For Students)

Go over these with your cabin after Orientation & move-in.

1. No food or drink, except water, in the cabins at any time.
2. Turn in all of your medications. They will be stored in the Medical Monitor's Station ready for you as needed.
3. Do not rearrange the furniture in the cabin or destroy camp property, all damages are subject to fines.
4. Do not block your Chaperones' view of your bunk with clothing, towels or by creating forts.
5. Do not sit on another student's bed, even if invited, or roughhouse in the cabin.
6. All students will sleep head-to-foot.
7. Absolutely **NO** picture taking in the cabin for any reason, this will result in a Time Out and loss of camera privileges.
8. Push all luggage underneath your bunk. Keep the aisles clear in the case of emergency.
9. Restrooms are **NOT** meeting rooms. Do not congregate socially in the restroom at any time—simply enter, use the facilities, and exit promptly.
10. You must be fully dressed in the cabin at all times. Shower stalls and bathrooms are the **ONLY** locations in which you may change clothing.
11. You may not get out of bed until 7am, unless using the restroom. If you wake up early, remain in bed and stay quiet until 7am. Be respectful of others who are still sleeping, like your Chaperone.
12. Lights Out is at 9:45pm (5th grade) or 10pm (6th grade). At this time, you will be in your bunk with heads on bed, the lights will be off (except nightlights), and the cabin will be silent. Disruptions after this time, will get you a Time Out or sent home from camp.

CAMP RULES:

1. Enforce the **TRUDDY RULE** at all times: "students must travel/be in groups of three or more." This includes instances when there is an adult in the group. Protect yourself against false allegations of inappropriate behavior,

and ensure you have help in the event of an emergency. **NEVER** go anywhere alone with a student or allow students to go anywhere alone themselves.

2. During Rec Time, five (5) areas are off-limits (on the Mile High campus, this does not apply to Alpine):
 - a. Cabins. Students may not re-enter their cabins for any reason.
 - b. Rock wall.
 - c. Stone pillars in the parking lot, don't go past these.
 - d. Large cabins, don't go past these.
 - e. Maintenance Building. Students may not enter this building.
3. Modesty. Private body parts should be covered at all times. **NEVER** display or touch someone else's private parts.
4. No "1-on-1s". No exceptions. Follow the Truddy Rule (groups of 3 at all times).
5. Use Good Touch.
 - a. Good = high fives, short side hugs, fist bumps
 - b. Bad = lap sitting, back rubs, piggybacks, tickling, hitting/pushing, touching private body parts, romantic touching
6. Use Good Talk.
 - a. Good = encouraging, uplifting, kind, compliments/praise
 - b. Bad = cursing, potty humor, disrespectful attitude, inappropriate talk/jokes, raising your voice in anger, name-calling, gossip
7. No bullying. Students/adults can be dismissed from camp immediately for bullying. Camp has zero tolerance.
8. Protect your territory. Your stuff and your body are yours. No one may enter your territory without permission.
9. **NEVER** tell secrets. **EVER**.

DISCIPLINE & CONSEQUENCES AT CAMP:

The Lead Teacher will choose to use either the 5-Step System or the 3-Strike System for the week for student discipline. Teachers and/or Chaperones will facilitate Time Outs during Rec Time. Report all TOs and Strikes to Camp Admin.

5-STEP SYSTEM:

1. Student misbehaves, give a clear verbal warning and explanation of the desired behavior.
2. Give a 5min TO.
3. Give a 10min TO.
4. Give a 15min TO.
5. If misbehavior continues, teachers will call home to report the behavior, and the student will be sent home.

3-STRIKE SYSTEM:

1. Strike 1: Give a clear verbal warning, a 15min TO, and the student will have a behavioral conversation with teachers.
2. Strike 2: Give a 15min TO, and the student will call their parents to report their poor behavior.
3. Strike 3: Student is sent home. Teachers call home & inform the parents/guardians.

Some behaviors are grounds for **immediate dismissal**. Report these to Camp Admin promptly:

- | | | |
|--------------------------------------|--|---|
| 1. Fighting (physical) or stealing | 4. Cabin raiding, pranks, excessive bullying | 7. Outright defiance |
| 2. Intentionally destroying property | 5. Possession of illegal substances or weapons | 8. Other behaviors at Camp's discretion |
| 3. Unauthorized leaving of a cabin | 6. Entering a cabin of the opposite gender | |

ACTIVITIES:

STUDENT SKITS: (Does not apply for Leadership Camp or 3-day programs)

Each cabin will perform a skit for their school on Thursday night. Skits should NEVER include off-color jokes, potty humor, innuendo, or excessive violence. See Camp Admin for your Skit Topic.

Skit Criteria:

1. It should be 3-5 min long.
2. Every member of the cabin must have a role.
3. It must have science content that is accurate.
4. It should demonstrate evidence of having been practiced.

Components of a Good Skit:

1. Actors face the audience at all times.
2. Actors speak loudly.
3. Actors remember their lines and stay focused (e.g. no giggle fits).
4. The skit stays on topic and provides accurate science content.

CABIN TIME:

During this time please:

1. Prep for the next activity (e.g. gathering the 5 B's, gathering skit props, changing clothes).
2. Practice your skit.
3. Get ready for the day or for bed (e.g. showering, brushing teeth and hair).
4. Rest, write letters to home, write thank you cards/notes, journal.
5. Tidy the cabin to win the Clean Cabin Award!

SHOWERS:

Students are **required** to take at minimum **one (1)** shower during their stay. Showers should be less than 5min long, and should occur in the morning before breakfast or in the evening before bed. Create a showering schedule to ensure that all students shower at least once (e.g. 4 top bunks shower in the morning, 4 bottom bunks in the evening).

SLEEPWALKING:

Sleepwalkers should sleep in bottom bunks furthest from the cabin doors. Chaperones should **ALWAYS** sleep in the beds closest to the cabin doors. Do not wake sleepwalkers, but instead guide them back to their bunk. Report sleepwalking incidents if someone gets injured, if the sleepwalker leaves the cabin, or if there's an abnormal or problematic situation.

HOMESICKNESS:

Homesickness is very common, and is not a physical illness. Troubleshoot the issue on your own before considering sending a student to HQ or to the Lead Teacher for homesickness.

Ask: (1) What are your symptoms? (2) Do you think it's homesickness? If the answer is "yes", calm, reassure, and encourage the student about their time at camp. We do not call parents for homesickness and rarely send students home for it.

DEPARTURE DAY:

Begin packing up the night before so that by 8:15am on Departure Day all student luggage is ready to be placed in the designated location. After 8:30am, the school **MAY NOT** re-enter any cabins. When all luggage is removed, students are expected to clean their cabin by:

1. Checking under beds, in drawers, and in the bathroom and shower stalls for any personal items left behind
2. Picking up and throwing away all trash (especially under the beds)
3. Turning off all lights and closing all doors.