

Counselor Guide

# **Robotics Summer Camp 2015**

Canyon Crest Academy Robotics Camps

## **Welcome to Robotics Camp!**

Hey!

Thanks so much for volunteering to be a part of this week. We are so excited that you are here to help us inspire kids in science and technology.

Make no mistake, we are all about having fun. We have all sorts of games, competitions, and awesomeness lined up for you guys. However, underneath all of it there is a foundation of learning, personal growth, and striving to push our campers to be their very best.

Its going to be an awesome week! Thanks for spending it with us. We really could not do it without you.

- Tyler Carter  
Lead Mentor

# Code of Conduct

We expect all mentors and volunteers to conduct themselves in a way that is consistent with our Code of Conduct. All mentors and volunteers are expected to consistently provide:

- An environment where campers can learn, have fun, and feel safe.
- Diligent efforts to protect campers from harm.
- Encouragement to learn by doing, fostering cooperative learning.
- A model of integrity and respect in their supervision of campers.
- A positive and flexible approach to sharing their skills, experience, and knowledge to campers.
- An environment where campers can develop supportive relationships, while observing appropriate boundaries.

All camp activities will have multiple mentors or volunteers present at any given time. By maintaining this rule, we ensure that adequate help is available in the case of an emergency, as well as establish accountability and clarity in all situations.

## Violations

Any mentor or volunteer who is aware of another person violating this Code of Conduct, or is in doubt about whether or not a behavior is appropriate, is required to immediately consult a Lead Mentor of the camp (if the Lead Mentor is not the violator) or Canyon Crest Academy Foundation.

Examples of Code Violations include:

- Anything endangering a campers safety, security, integrity, or makes a camper feel shame or humiliation.
- Anything that threatens or intimidates a camper.
- Contact with campers outside of camp (unless you are a family member or family friend).
- Keep camper activities a secret from parents, guardians, or other mentors/volunteers, or encourage campers to keep activities secret.
- Any sexually explicit remarks, material, or inappropriate physical exposure or contact.
- Use of offensive language or gestures.

Our Code of Conduct aims to set boundaries that protect both campers and adults/volunteers from any activity that might place them at risk. The behavior of all adults at our camp should be (and appear to be) well within the bounds of appropriate conduct.

Once again, any mentors or volunteers who are aware of violations of this Code of Conduct, or are in doubt about whether a behavior is within the bounds of this Code of Conduct, are required to report their concerns to either a Lead Mentor (not involved in the matter) or the Canyon Crest Academy Foundation.

# Rules for Campers

## The Three “P”s

### Be **P**resent

- Stay with the main group or with a leader at all times
- Be involved with what the main group is doing

### Be **P**repared

- No open toed shoes.
- No use of cell phones during activities

### Be **P**rotected

- No drugs, alcohol or tobacco
- No firearms, fireworks, or weapons of any kind
- No wrestling or horseplay
- No open toed shoes.

# Rules for Counselors

## *Responsibilities*

As counselors you are responsible to the camp leadership. Therefore, you must:

- Keep the Lead Mentor informed of any discipline problems
- Keep the Lead Mentor advised of any emotional problems that might affect other campers.
- Advise the Lead Mentor of any physical damage to property
- Be aware of any other adults or groups on campus.
- Lead Mentors will inform you of any adults or groups expected to be in the area.
- Report any unexpected adults or groups on campus to the Lead Mentors.

## *Counseling & Discipline*

- You are legally required to report any observations or information relating to campers in abusive situations (physical, emotional, sexual or neglect). Please notify the Lead Mentor in a timely manner.
- Physically and/or mentally cruel punishments shall not be administered or tolerated.
- Do not tolerate any inappropriate behavior by campers (i.e. hazing, harassment or anything questionable). If you have doubts, it probably should not be happening.

## Throughout the Day

### *Drop-Off & Pick-Up*

- Counselors directly responsible for groups ('Team Leaders') should be readily available to speak with parents during both Drop-Off & Pick-Up times.
- All campers must be signed in and out by their parents each day. Campers are not permitted to leave unless they have been signed out, unless special arrangements have been made.
- Any special arrangements for Drop-Off or Pick-Up must be made known to the Lead Mentor.

### *Meetings & Activities*

- Counselors are responsible for helping to maintain control during activities. Please make efforts to ensure that all your campers are engaged in the activity.
- All activities should be inclusive of other campers who want to participate.
- Campers should always be within eyesight of at least two mentors/volunteers.
- Counselors should never wander alone. Two mentors/volunteers should always be present in a group.

### *Lunch*

- Please help campers respect the room and others during lunch time. Proper portions of food should be taken. Trash should be thrown away.
- Be aware of where your campers are throughout lunch, whether they are inside watching a movie or outside playing games.