

CAMP HORIZON
Executive Committee Meetings
Saturday, September 22, 2007
Leesburg, FL

POLICY STATEMENT

"SUMMER STAFF DAY OFF/ NIGHT OUT & TRANSPORTATION HOME POLICY"

SUMMER STAFF

Persons that serve any week(s) of camp for the active season are considered subject to this policy for weeks they serve on staff, weeks they are campers, and any time they are at camp during the summer.

Summer Staff and Junior Staff (ages 15-18 and still in high school) are required to participate in whatever Saturday activity is planned for the group. They must travel together in a Camp owned or supervised vehicle (normally this means the bus). The only exceptions to this policy are those who elect to go home for the weekend or those who go out with a parent, a legal guardian, or a grandparent.

[Note: The Executive Committee is aware that there are many staff members with aunts, uncles, siblings, cousins, and very dear adult family friends that serve on staff. It was clearly decided by the Executive Committee that the Saturday night staff outing is part of the overall Summer Staff experience. Exceptions can only be made by polling a quorum of the Executive Committee (at least six members). The Administrative Director alone may not grant exceptions to this policy.]

COLLEGIANS - ADULTS

Collegians and unmarried adults are required to travel in a group of three or more for "Saturday Night Out". They must drive their own vehicle. They may elect to stay at Camp rather than go out, but only as a group of three or more. All unmarried couples must be properly chaperoned in either case.

Collegians and adult staff are not required to participate in Saturday night activities provided by the incoming Directors or other staff night out host families. An attempt will be made to provide at least one special Collegian outing per summer, which will also be optional. Please note that Training Camp **includes** Saturday and the activity planned for that day is not optional.

GOING HOME FOR THE WEEKEND

Staff may go home on Saturday night under the following conditions: 1) They must agree to abide by the same rules as those on "Staff Night Out" (i.e. no movies - no dating - same curfew), and 2) They should be back at Camp for worship on Sunday (9:00 am). *Collegians are not limited to going home only. They must report where they are going, for what purpose, and when they will return.*

CHILDREN OF ADULT STAFF

Children of adult staff must travel with their parents on "Staff Night Out". They may only ride on the bus if a parent/grandparent/legal guardian also rides the bus and supervises them during the planned activity.

VISITORS

It is not practical to have visitors during the program days of Camp. HRS regulations require that we know who everyone is on the property and why they are here. Because this is a safety and security issue **all planned visits must be cleared through the Administrative Camp Director. We cannot allow visitors to stay overnight.** Relatives may visit during normal staff time off on Saturday afternoon, but they may not transport staff members out for "Staff Night Out" or provide an alternative to the planned activity.

TRANSPORTATION

Minor age staff traveling from camp to home may drive their own vehicle and or travel with any other driver approved by their parents. The three-person rule (that is that one guy cannot travel alone with one girl) is in effect except for 1) blood relatives or 2) on the final trip home for the summer with parental permission from both sets of parents.

STAFF NIGHT OUT EXEMPTION REQUEST



THIS FORM IS BASED ON THE STAFF NIGHT OUT / TRANSPORTATION POLICY

Exemptions to the camp policy require approval by a minimum of six executive board members. This form is provided as a guideline. Fax or Email verified by phone is acceptable for submitting a request.

I / we the parent(s) or guardians of _____
request an exemption from the staff night out / transportation policy for:

Date(s)/Time(s) _____

To travel to _____

With (driver) _____

For the purpose of _____

Will return _____

NOTES:

Print Parent's Name: _____

Signature: _____ Date: _____

REMINDER

The only exemptions that have ever been granted have been for a specific event on a specific date. For an exemption to be considered you must provide when, where, why, and with whom your child may travel (must be a responsible adult).

EXAMPLE: "I request an exemption for my child Sally for Saturday July 1-2 to travel to Aunt Jenny's for a family event with big brother Bob. She will spend the night with Aunt Jenny and return on Sunday morning at 9:00 AM."

No exemption is required for:

- Travel home for the weekend;
- Staff Night out with parent, guardian, or grandparent;
- Travel home at the end of the summer or weeks of service.

No exemptions will be granted that will allow a non-collegian staff member to go on staff night out with the collegian staff.