

Church of God in Ohio
Youth Camp Staff Manual



Updated 2022

Church of God in Ohio
Youth Camp Philosophy

**Everything
We Do At Camp
Is For The
Glory Of God
And The
Benefit
Of The Campers.**

Church of God in Ohio Youth Camp Mission

Our Youth Camp Mission flows out of our Camp Philosophy,
and is based on 1 Peter 4:11 and Luke 2:52.

If anyone speaks, let him speak as the oracles of God. If anyone ministers, let him do it as with the ability which God supplies, **that in all things God may be glorified through Jesus Christ**, to whom belong the glory and the dominion forever and ever. Amen.

1 Peter 4:11 (NKJV)

And Jesus grew in wisdom and stature, and in favor with God and men.

Luke 2:52 (NIV)

Our Camp Mission is to:

Bring Glory to God

We seek to accomplish this by:

- Introducing campers to God - Evangelism
- Teaching campers about God and his word - Discipleship
- Modeling a Godly life before the campers - Mentoring
- Enabling campers to experience God - Worship
- Encouraging campers to discover their place in the body of Christ - Enfolding

Bring Benefit to the Campers

We seek to accomplish this by:

Providing activities and environments which initiate and encourage growth in each of the following realms of human development.

- Wisdom - Mental/Intellectual growth
- Stature - Physical growth
- Favor with God - Spiritual growth
- Favor with man - Social growth

Our Goal is to make camp **The Best Week Ever!**

Portrait of an Effect Youth Camp Staff Member

A **Genuine Christian**...who loves God's Word passionately, communicates honestly, and actually knows how to have clean wholesome fun with young people.

A **Servant Leader**...who places the welfare and best interests of campers above his/her own personal convenience.

A **Problem Solver**...who is congenial, proactive, and demonstrates good common sense to avoid offenses and resolve conflicts.

A **Creative Thinker**...who is self-motivated and is able to get kids involved in having fun when the program is not what it should be.

A **Safety Activist**...who takes charge immediately upon the first sign of any-thing that could result in the harm or injury of another.

A **Team Player**...who makes a deliberate commitment to put the overall success of camp ahead of individual preference and comfort.

A **Role Model**...who accepts responsibility cheerfully, respects rules highly, and uses the chain of command appropriately.

10 Commandments For Youth Camp Workers

1. Make the campers your highest priority in Youth Camp.
2. Show your excitement/enthusiasm for Youth Camp by getting involved.
3. Treat all campers with Christian love and respect.
4. Praise good behavior publicly - correct negative behavior privately.
5. Refrain from practical jokes, sacrilegious clowning and horseplay.
6. Hear the full matter before making a decision.
7. Always maintain calm control in an emergency.
8. Do not impose your personal convictions on campers.
9. Never compromise camp rules to gain popularity with campers.
10. Be a Christian model in cooperation and punctuality.

Protect Your Reputation and the Reputation of the Camp

Camp Staff must do everything possible to protect the testimony of Christ, the camp, and themselves. Therefore, a staff member must avoid even the appearance of evil. The greatest tool for making a difference in the lives of campers is relationship. Relationship is also an area of potential danger. Camp staff must guard against any hint of impropriety in conduct. Campers sometimes have a tendency to fantasize and exaggerate. Intentional effort must be made to relate to all persons at camp in a manner that honors God, exemplifying godly character. The following guidelines must be followed at all times during youth camp.

1. Camp maintains a curfew for both campers and all staff to be in their living quarters.
2. Under NO circumstances are men and women to enter one another's living quarters.
3. No horseplay or pranks of any kind are allowed.
4. Do not be in a secluded/isolated place with a camper. If a camper asks to talk privately, walk with them to a place that is in plain view of others. This can be done without explaining why, and the worker can reassure the camper that no one will be able to overhear their conversation.
5. Be cautious in touching campers. An appropriate hug or reassuring hand on the shoulder, in plain view, can be meaningful. This same level of caution should be exercised in touching campers while praying with them.
6. It is best for a worker of the same sex to counsel or engage in extended conversations with a camper. Conversation with the Camp Pastor is the exception.
7. Refrain from verbally or physically teasing campers. Do not allow campers to verbally or physically tease one another.
8. Be sure to spread your attention to all campers in your group. Be friendly, but never partial. Each child is special and needs your guidance and concern during the week. A short talk with your group at the beginning of the week explaining your plans to try to be there for everyone can help prevent future problems. If one camper tries to monopolize your time, it will make it easier for you to ask them if they remember your goal of trying to be there for everyone. Explain to them that they can help you by spending time with others, too.
9. If a camper behaves as if he or she is becoming too attached to you, share your concern with the Head Cabin Leader. Take steps to divert some of this camper's time away from you. By letting the Head Cabin Leader know and attempting to remedy the situation, the worker can show that he/she and camp leaders were acting responsibly in case an accusation is made.
10. Do not sit or lie on a campers bunk. Do not allow campers to sit or lie on your bunk.
11. Extreme caution must be exercised in regard to the bathrooms/shower-houses. Be diligent in protecting your privacy as well as the privacy of the campers. Dress and undress discretely. Allow campers to have privacy in dressing/undressing.
12. Campers are not allowed on/in golf carts, four wheelers, or vehicles. The exception will be if a camper is injured and is being transported to or by the camp medical

personnel, or by staff in an official camp capacity.

13. If a camper needs to be taken off the camp grounds for any reason, the State Director must be notified and a staff member of the same sex should be selected to ride along.

14. It is the responsibility of every staff member to assist in keeping the grounds and facilities clean and safe. The staff members immediate bunk area must be kept clean, neat, and free of clutter at all times.

15. Camp staff should never discuss their grievances or interpersonal problems with or in the presence of a camper. Use the chain of command if there is a grievance. This helps keep camp morale from being compromised.

Team Work and Chain of Command

In order to accomplish the camp mission, all members of the camp staff must:

1. Know and understand their job assignment. (Job Descriptions)

2. Fulfill all areas of responsibility within their job assignment.

A breakdown in any area of camp represents a breakdown of camp. Every position is important.

3. Know and respect the camp chain of command (org chart)

4. Be flexible, supportive and cooperative with all other staff, enabling the staff to function as a team.

Camp is like a puzzle...unless it stays together it doesn't make sense. If just one piece is missing, the puzzle is incomplete. A successful camp involves many people cooperating as a team for the overall good of the ministry.

Guidelines, policies, and job descriptions are essential for reasons that may not be apparent at first glance. Each policy has a legitimate purpose and is necessary for the overall well-being of camp. Details are essential to successfully minister to large groups of young people.

Camp staff members are part of a ministry team. This requires everyone's cooperation. Individual team members help make camp successful by listening, showing concern, and creating a feeling of acceptance for each camper. If the entire team follows basic guidelines, they cultivate freedom for this ministry to exist in a safe, sound, and productive environment. Guidelines work for us - they really are our friends.

Church of God in Ohio Youth Camp Policies

Pre-Camp Orientation

1. The Church of God in Ohio youth camp staff orientation will be conducted as a zoom training and a concluding onsite session held prior to the beginning of camp.
2. All camp staff must participate in pre-camp training. Any exceptions due to emergency must be approved by the State Youth and Discipleship Director. Such exceptions will be made on an extremely limited basis.
3. The purpose of the training session is two-fold: (1) to train workers in the policies, protocols and procedures of camp and their respective areas of assigned service, and (2) to prepare the workers spiritually to work with campers.

Campers at Pre-Camp Sessions

1. No campers should arrive at camp before registration on the first day of camp.
2. If workers coming for the staff meeting must bring campers with them, the campers will be required to stay in a supervised area until registration begins.
3. During this time, campers are the direct responsibility of the person with whom they arrive.

Parent-Child Relationships When Both are in Camp

1. At times, parents and their children attend the same camps. Unless requested, it is usually not best for a parent to serve as their own child's Cabin Leader.
2. In either case, parents are not permitted to interfere with normal camp procedures in regard to their child.

Staff Meetings

1. A staff meeting will be held daily or as needed. Information brings cooperation.
2. All staff members will attend the daily staff meeting. If needed, the Head Cabin Leaders will arrange an alternate schedule in order to supervise campers during this time.
3. The purpose of staff meetings is to discuss and resolve any problems relating to camp, such as discipline, spiritual problems, etc., and to inform the staff about the day's activities. A time will also be given for prayer and meditation.
4. Any discussion of grievances or problems will be considered confidential and

should be confined to staff meetings. Under no circumstances are grievances or problems to be discussed with campers.

Personal Conduct and Hygiene

1. All staff should be an example in personal conduct and hygiene.
2. Cabin Leaders are responsible for camper conduct and hygiene.
3. One of the goals of our camp is to establish sound health habits and promote cleanliness, adequate rest, proper diet, wholesome exercise, and to develop good attitudes toward the body as being God's temple.
4. Positively no use of tobacco, alcohol, or drugs is permitted by staff or campers.
5. All campers and staff are expected to adhere to a standard of modesty and decency in their camp attire. The official camp dress code will be enforced by the camp administration. The staff is required to set the example. Youth Camp calls on team players to put aside their personal preferences for the overall good of camp ministry. Understand that campers come from a wide range of backgrounds with various ideas concerning Christian dress and lifestyle. We must respect each person's personal convictions, without forcing everyone to agree with them.
6. Every camper will be checked for head lice before being allowed to check in to his/her room. This process will be handled discreetly and professionally. However, anyone with head lice or nits will not be admitted to camp. After leaving campus and being treated for lice, a camper may return for a recheck. If the recheck finds no lice or nits the camper may be admitted to camp. If lice or nits are found during recheck the student will not be eligible for admission to camp during the current camp season. Church of God in Ohio will not provide for nor perform treatment for lice/nits. It is recommended each camper be checked before leaving home.
7. Upon arrival all campers and leaders will be required to turn in their Wellness Check Form provided in the Camp Info Packet and have their temperature checked. Once camps begin daily temperature checks will be taken upon wake-up for all students and staff, including camp leadership.

Attendance at Activities, Classes and Worship Services

1. All campers and staff members are expected to attend all worship services.
2. All campers and Cabin Leaders will remain in all classes and worship services until dismissed. Only authorized personnel are permitted to leave before dismissal.
3. All campers and designated Cabin Leaders will attend all scheduled classes and activities.
4. Any absence of a camper must be cleared with their respective Head Cabin Leader.
5. Any absence of a Cabin Leader must be cleared with their Head Cabin Leader.
6. Any absence of any other staff member must be cleared with their area coordinator

or the Camp Coordinator.

7. All staff and campers should use the restroom prior to any activity, class, and worship service

Boy - Girl Relationships

1. Church of God Youth Camps encourage a healthy relationship of friendliness and courteousness among all campers and staff.
2. Christian-like conduct is expected of all campers and staff.
3. All couples must remain within lighted areas.
4. All campers and staff must use designated walking paths.
5. Boys are not allowed in the girls' dorm area, and girls are not allowed in the boys' dorm area.
6. Even though a healthy boy-girl relationship is good, it should not at any time hinder either camper from participating in and enjoying regular camp activities.
7. All staff are to abide by the same guidelines as campers during pre-camp sessions and camp itself.
8. At no time should a worker let his/her friendliness with others become a hindrance to fulfilling his/her camp responsibilities.
9. Staff are strictly prohibited from engaging in any type of romantic relationship with campers. (In the State of Ohio, camp staff can be charged with a crime for having a romantic relationship with a camper under 18 years of age.)

Campers and Staff Leaving Camp

1. No camper or staff member will be at liberty to leave the campground without proper authorization.
2. When it becomes necessary to leave the grounds, the proper chain of command must be followed. The Camp Coordinator or State Youth Director must authorize all excursions off campus.
3. No one will be given permission to leave the grounds without knowing specifically where the individual plans to go and when he/she intends to return.
4. Should a parent come, send for, or authorize a camper to leave camp, the proper check out procedure must be followed.

Curfew and Lights Out Policy

1. Curfew is the time designated in the schedule for all campers to be in their dorm room. Lights Out means that every person should be in their room and in bed, prepared to go to sleep.
2. Within 30 minutes of this time, everyone should be quiet; within an hour, they should be asleep.
3. Curfew and Lights Out time for each camp will be adjusted for its particular age group.
4. Staff curfew is one (1) hour after the camper curfew. Staff lights out is 30 minutes after staff curfew. Staff coming into the dorms must not disturb anyone who has already gone to bed.

Use of Vehicles

1. All private vehicles are to be parked in designated areas during camp.
2. Staff and campers are not allowed to drive personal vehicles during normal camp activities. Any exceptions must be approved by the State Youth and Discipleship Director or Camp Coordinator.
3. Only the State Youth and Discipleship Director, the Camp Coordinator, and the Requisitions Coordinator are authorized to use private vehicles on the Conference Center during camp.

Clean-Up Policy

1. All campers and staff members are expected to cooperate in keeping their individual rooms neat and clean at all times, and to cooperate when asked to work in cleaning the restrooms and general areas of the dorm, other buildings, and grounds.
2. Athletic Directors, Recreation Staff, etc. are responsible for the cleanliness of the athletic areas.
3. At the close of final activities for each respective area on the last day of camp, all campers will participate in a thorough policing of the campground. This final clean up will be initiated and supervised by the Head Cabin Leaders.
4. Ensuring the cleaning and maintenance of staff rooms will be the responsibility of the Area Supervisors working with the Camp Coordinator.

Bathroom Guidelines

1. Bathroom protocol should allow for the highest level of privacy possible. No teasing should take place in the bathroom area. Cabin Leaders should give campers basic guidelines for proper behavior. Campers should not pull back shower curtains or bathroom doors when the stalls are occupied.
2. No popping others with towels. The bathroom is not a place to play.
3. Female Cabin Leaders: When the age group is appropriate, be sure to discuss the proper disposal of feminine hygiene articles with your entire group.
4. Cameras of any kind are not allowed in the bathrooms/shower areas.

Cafeteria Policy

1. Campers and unauthorized persons are not permitted in the kitchen area.
2. No running or rough-housing is allowed in the cafeteria.
3. Breaking in line is not permitted. Staff members are allowed to be at the head of the line when fulfilling a particular responsibility. In this case, they should be there before the serving line is formed and should not break into a line that is already moving unless it is absolutely necessary.

4. Second portions of food will be offered only after first servings are completed. The goal of camp is for everyone to have sufficient food without any of it being wasted.
5. Food, dishes, and utensils may not be taken from the cafeteria without proper authorization from the Cafeteria Coordinator or Head Cook.

Concessions and Camp Store Policy

1. Only authorized personnel will be permitted inside the Concessions and Camp Store areas.
2. The general schedule for the opening of Concessions and Camp Store is as follows: a) during the morning break, b) during afternoon activities, c) after evening services. Everyone is expected to pay for all items consumed.
3. The opening and closing of the Concession Stand and Camp Store will conform to the Daily Camp Schedule.
4. All staff members will be issued a \$5.00 card at the beginning of camp. All workers should present their card for all purchases. The staff concessions card may be used in both Concessions and the Camp Store.

Discipline

1. In the event of minor violations of camp rules, it is the responsibility of the Cabin Leaders and Head Cabin Leaders to handle these violations with love and prayer. Disciplinary action might include such methods as removal of privileges (loss of swim time, etc.), minor work details (sweeping floors, mopping, picking up trash, etc.), but in no case will it include physical punishment.
2. All major disciplinary action is the responsibility of the Board of Directors.
3. Under no circumstances shall a camper be deprived of food, isolated, or subjected to corporal punishment or abusive physical exercise as a means of punishment.

Sending a Camper Home

1. Every effort will be made to make camp enjoyable and to retain all campers for the duration of camp.
2. In the event a camper is to leave camp (due to disciplinary action, homesickness, emergency, etc.), he/she will only be permitted to leave the campground with his/her parent or legal guardian, pastor, or someone specifically designated by the parent or legal guardian. The camper's Cabin Leader should make a full report (including date, time, reason for dismissal and the person with whom the camper leaves) to the Head Cabin Leader, who will then report to the Camp Coordinator prior to the camper's departure. Personal follow-up will be the responsibility of the Camp Coordinator.

3. No camper will be kept at camp against his/her will. Any camper desiring to leave camp must be properly checked out according to the check out procedures.

Swimming Pool Policy

1. All campers and staff must be properly covered when going to and from the pool. Shoes or sandals must be worn to protect feet from sharp objects.
2. Campers are never permitted to enter the pool area unless lifeguards are present and in their proper position.
3. The lifeguard is the authority while on duty at the pool. All instructions from the lifeguard regarding pool, pool area, and swimming activities are to be adhered to by both campers and staff.
4. The lifeguard is to be treated with respect by both campers and staff. Staff must be safety conscious at all times.
5. All rules posted at the swimming pool apply to both campers and staff.
6. No boys are allowed in the pool area while girls are swimming, and vice versa. This applies to both campers and staff.
7. There will be no horse-play in the swimming pool area, such as running, pushing, throwing others in the pool, or wrestling. This includes the staff. Violations will result in the revocation of swimming privileges.
8. No cameras/cell phones are allowed in the pool area, except during water baptism.

Medication

1. All medication must be turned into the Camp Medical Personnel at registration
2. All medication, for both campers and staff, will be administered only by the Camp Medical Personnel.
3. Prescriptions must be clearly labeled in their original prescription container. Campers and staff should bring only the exact amount needed for their time at camp.

Areas Off Limits

1. All buildings, and wooded areas not directly involved with the camping program are off limits, unless authorized by the proper personnel.
2. Unauthorized persons are not permitted in the Camp Office, Nurse's Station, Concession Stand, Camp Store or the Kitchen. Please be cooperative and set a good example for others to follow.
3. No one is to be near the pool at any time unless there is a scheduled event and proper supervision, a certified lifeguard, is present.

Telephone Calls

1. Since camp only lasts a few days, campers do not need to make or accept calls unless an emergency arises. The camp phone number is: (____) ____-_____.
2. A Cabin Leader must be present if it becomes necessary for a camper to call home. Campers need close supervision, because they sometimes will exaggerate circumstances and camp treatment when they are homesick. A designated leader should talk with the parent personally, giving assurance of our care for their child. The designated leader must have the approval of the Camp Coordinator prior to making any phone calls.

Golf Carts/Four-Wheelers

1. Only designated adults are to use the golf carts/four wheelers. No campers are to be on golf carts/four wheelers at any time.
2. Camp Medical Personnel (CMP) will be assigned a designated golf cart. This cart will be for the sole use of the CMP in the course of his/her official duties.
3. Staff members must be at least 18 years of age and have a valid drivers license.
4. No alterations or modification shall be made to rental or borrowed equipment.

Staff Dress Code

Youth Camp calls on team players to put aside their personal preferences for the overall good of this unique ministry. Campers come from a wide range of backgrounds with various ideas concerning Christian dress and lifestyle.

We ask that staff be extremely modest when selecting their camp clothing and accessories, and set the appropriate example for all campers to follow by compliance with the general camp dress code. Be an example. Camp leadership reserves the right to speak to any staff member in regard to dress that they feel is inappropriate.

Cell Phone Policy

Campers are allowed to bring cell phones to camp. The camper assumes ALL liability for their cell phone while at camp. There will be certain times during the day and certain areas of campus where cell phone use will not be permitted. Any camper who takes a compromising picture of another camper or staff member will be subject to dismissal from camp and the incident may result in investigation by law enforcement and criminal charges. If the law is broken, the appropriate authorities will be notified. Headphones and/or earbuds are not allowed at camp. In the event a camper disregards this policy, camp staff may confiscate the phone until the end of camp.

Again, thank you for your cooperation as we implement these new policies to better protect the security of all campers.

Use of Handheld Radios/Walkie Talkies

Handheld Radios are the primary source of communication between Team Leaders while at camp. Radios are generously provided by the camping program and should be cared for to ensure future use. Radios should be turned on for the duration of Youth Camp. Volumes may be appropriately adjusted during sleeping hours, but radios must be able to broadcast emergency information 24/7. Replacement batteries are available in the camp office. Radios must be used for official camp business only. Because sleeping patterns will vary from day to day and from person to person (for example Kitchen Staff is usually in bed by 10pm.) DO NOT broadcast songs or other unnecessary information at lights out or morning wake up.

Some Cabin Leaders have discovered that they can keep up to date on information by monitoring the staff channels with their own radios brought from home. This is a new thing that has started recently, and is permissible so long as no interference with staff communications is made. It is understood that campers shall have no access to either the radios or the communications broadcast, as in some cases sensitive information may be shared.

Youth Camp Violence Policy

The Church of God in Ohio Youth and Discipleship Board seeks to provide a safe, secure, and violence-free atmosphere for our camps. This policy has been developed as a safeguard against potential violence that may take place during the Ohio COG Youth Camp Season. James 1:19-20 says, “¹⁹My dear brothers and sisters, take note of this: Everyone should be quick to listen, slow to speak and slow to become angry, ²⁰because human anger does not produce the righteousness that God desires.”(NIV)

Violence, in all of its forms, is prohibited at the Church of God in Ohio Youth Camps.

The Church of God in Ohio Youth and Discipleship Board defines violence as any intentional passive or aggressive force or power directed from an individual(s) to another individual(s).

Violence can include but is not limited to:

- A. Verbal - Use of language exhibiting anger, threats, judging, ordering, name calling, or humiliation.
- B. Cyber/Electronic - Social media, texting, email, etc.
- C. Physical - Intentional act causing injury or trauma by bodily contact.
- D. Psychological - Behavior that could cause mental and/or emotional trauma, anxiety, or depression.

The OHCOG will have a Camp Violence Response Team (CVRT) present at each

week of camp that will deal with each occurrence of violence on a case-by-case basis. The CVRT will investigate any alleged acts of violence. If it is determined that violence has occurred, the CVRT will assess the level of violence. The CVRT will then determine appropriate disciplinary action according to the OHCOG Code of Conduct. All individuals involved will be treated with respect and discretion. The CVRT shall have the authority to take any action, which in its sole discretion is, merited by the facts of each case. This authority shall include but not be limited to, the right to require any camper to leave the camp and return home.

Security Policies & Procedures

Youth Camp Security and Visitors Policy:

The safety and security of every camper who attends the Church of God in Ohio Youth Camp is one of our highest priorities. With this in mind, we have invested significant time, energy, and money in researching and developing updated security protocols and visitor policies, as well as purchasing security equipment. Each measure has been developed with the security of our campers, your children, as our goal. Thank you for your cooperation as we implement these new policies.

Church of God in Ohio will provide 24- hour security with a full-time Security Coordinator and

Safety Team. A security station and/or temporary gates will be installed to limit access to and

egress from the Camp and

Retreat Center properties. Everyone entering and leaving the facilities will be required to check-in and check-

out with our security personnel at the security guard station.

Church of God in Ohio Youth Camp will be a closed camp with no visitors allowed

Late Arrivals/Early Dismissals from Camp

If a camper or staff member arrives at camp after registration is closed, please contact the Head Cabin Leaders for campers, or the Camp Coordinator for staff. Specific instructions for access will be communicated by the Head Cabin Leader / Camp Coordinator.

If a camper or staff member is dismissed early from camp, the Head Cabin Leader or Camp Coordinator will communicate with the Safety Team Member / Watchman on duty to inform him/her of the early dismissal. Further instruction will be communicated at the time the camper's ride arrives at the security station, or the staff member is ready to leave campus.

All persons arriving late or being dismissed early will be required to sign-in and/or sign-out with safety team at the security station, utilizing the Youth Camp Sign-In/ Sign-Out Form.

Suspicious Activity / Other Incidents

Any suspicious activity observed by the Safety Team Member / Watchman is to be investigated.

If it is determined that investigating the suspicious activity will take the Safety Team Member / Watchman out of sight of the Security Station, the Safety Team Member / Watchman will immediately call the Security Coordinator for assistance, so as not to leave the security station unattended.

If the activity is determined to be of an inappropriate nature the Safety Team Member / Watchman may approach the person(s) involved and seek to stop the activity, or call the Security Coordinator and Camp Coordinator for assistance.

If the activity is criminal in nature the Safety Team Member / Watchman will immediately call both the Security Coordinator and Camp Coordinator who will then call the appropriate authorities.

If the activity involves accident or injury the Safety Team Member / Watchman will immediately call the Camp Coordinator and Camp Nurse. Police, EMS or Fire Department may be called as needed and at the direction of the Camp Coordinator. An accurate record of the investigation / incident is to be made in the security log utilizing the incident report form provided.

Weapons

Weapons of all types, including, but not limited to: firearms, explosives, bow & arrows, cross bows, knives, swords, blowguns & darts are forbidden on campus at youth camp. General camp personnel, even those with a valid CCW permit, are forbidden to carry weapons on campus during youth camp. The exception will be designated security personnel and designated executive staff. All non-designated staff members who possess a weapon on campus, even for CCW purposes, must place the weapon out of sight and securely in a locked automobile. Ammunition must be stored and secured in a separate location within the locked automobile. The presence of firearms and/or live ammunition in any camp dwelling used for housing students is strictly forbidden.

Camper Age for Camp Attendance

Campers should attend the camp designated for their age group. 1 year +/- flexibility is allowed in regard to camp registration in certain circumstances. Approval is required from the State Youth and Discipleship Director.

Since we are in the ministry of helping Students in their life journey, the State Youth and Discipleship Director has latitude to make decisions concerning placement of students with special needs (to include: mental/physical development issues, family dynamics, school schedules, etc...) in a camp other than the one designated for their age, as he feels would be the best fit. It is recommended that the State Director consult with the parents/guardians, the local pastor and members of His board to help in his determination of placement.

Youth Camp Reporting Policy

In the state of Ohio, any person acting in locus parentis of a child, which includes camp staff, should assume they are responsible for reporting any information a child tells them that comes under the categories of abuse and/or neglect. This includes reporting information that one child may tell another child and the second child tells the adult. Abuse and neglect means anything a child tells that is or will cause harm to themselves or others. This may include physical abuse or neglect, educational neglect, sexual abuse, and emotional abuse. Some types of emotional abuse and neglect reported can make it difficult to know what to report. The following guidelines of reporting procedures will help in knowing what steps to take.

If a child tells you of some abuse or neglect that has happened at camp or elsewhere, try not to act shocked. Be compassionate. Try not to ask too many leading questions and just allow the child to talk. While reassuring them, use the phrase: "If this happened, I'm sorry." Always use the word "if". Most of the time

when children share something like this, they are telling the truth, or at least the truth as they perceive it. There are times, however, when a child may be making up something for attention or because of anger at someone. When a Cabin Leader immediately believes and gets upset about what a child is saying, then if the child is lying or exaggerating, this will encourage them to continue with what they have told. A calm, compassionate demeanor that steadies the child but does not add credence to the incidences in question is best. Dogmatic statements made to the child such as the following have been used in court several times: “if all this happened, then they did the right thing by telling” and “this is how the Bible says things need to be handled.” Children need to be told over and over that they have done the right thing by telling.

If a second child tells you what another child told them, let them know that because what they told could hurt someone, you appreciate them letting you know and that you will need to talk to that child to make sure they are okay. For the most part, the second child told you because they were concerned and really do want you to check into things. They may be afraid that the other child may be mad at them, so you may need to reassure that child that you will smooth things over with the other child and explain to them that the second child was just telling because they cared. You might want to give the second child the option of going to the child with you and talking to them for a few minutes before you begin to talk with them yourself. Share with the child the steps that will be taken to reassure them about their friend’s safety and well-being and that they have done the right thing by telling.

If any staff member notices any signs of physical abuse, i.e. cigarette burn marks, bruises on the back side, neck, upper legs, extreme amounts of bruising on the legs or arms, bruising on the face, a severely withdrawn child, etc., he/she should have someone who is working with the child ask the child how things are going at home and see if they are willing to talk. If they aren’t, and it is extremely obvious that something has happened to them physically, say, “Wow, what a boo-boo. How did you get that?” And watch their reaction.

After letting the child talk to you, report what you have learned to your immediate supervisor. Be very discreet. Tell no one else, to protect all innocent parties. Handle the situation quietly, as you would want someone to do if you were the accused!

(Based on Ohio Revised Code 2151.421 Reporting child abuse or neglect)

(b) Division (A)(1)(a) of this section applies to any person who is an attorney; health care professional; practitioner of a limited branch of medicine as specified in section 4731.15 of the Revised Code; licensed school psychologist; independent marriage and family therapist or marriage and family therapist; coroner; administrator or employee of a child day-care center; **administrator or employee of a residential camp, child day camp, or private, nonprofit therapeutic wilderness camp**; administrator or employee of a certified child care agency or other public or private children services agency; school teacher; school employee; school authority; agent of a county humane society; person, other than a cleric, rendering spiritual treatment through prayer in accordance with the tenets of a well-recognized religion; employee of a county department of job and family services who is a professional and who works with children and families; superintendent or regional administrator employed by the department of youth services; superintendent, board member, or employee of a county board of developmental disabilities; investigative agent contracted with by a county board of developmental disabilities; employee of the department of developmental disabilities; employee of a facility or home that provides respite care in

accordance with section 5123.171 of the Revised Code; employee of an entity that provides homemaker services; a person performing the duties of an assessor pursuant to Chapter 3107. or 5103. of the Revised Code; third party employed by a public children services agency to assist in providing child or family related services; court appointed special advocate; or guardian ad litem.

Ohio Youth Camp Code of Conduct

1. All Campers will be under the supervision of their Cabin Leader at all times and remain in designated student areas only.
2. Cell phones are allowed in designated areas and at designated times only. The Church of God in Ohio is not responsible for cell phones, iPads, cameras, MP3 players, or other electronic devices brought to camp. Any of the above items brought to camp are brought at the full risk of the camper.
3. Alcohol, tobacco, ecigs/vaping devices, illegal drugs, and pornography are strictly prohibited. All medication brought to camp must be left with the camp medical personnel.
4. No fireworks, lighters, firearms, knives, items capable of projecting laser light, or other weapons are allowed.
5. Violence, in all of its forms, is prohibited at the Church of God in Ohio Youth Camps.
6. All campers are expected to attend all camp activities unless excused by the Head Cabin Leader.
7. All campers and workers must adhere to the dress code. In general, clothing deemed immodest or inappropriate for particular activities will not be allowed at camp. The following guidelines should be observed:

RECREATION: Bring play clothes (no tank tops, strapless tops or halter tops — shorts of modest length are allowed); swimsuit and cover-up (girls are encouraged to wear one-piece suits); and athletic shoes.

FOR EVENING WORSHIP (HS & MS Camps Only):
Clothing considered appropriate for normal Sunday evening and/or Wednesday worship/youth group should be worn to youth camp evening worship. This honors God by presenting oneself before him as prepared for worship.
8. Everyone at camp will be expected to help keep the grounds and facilities clean. Dorm rooms will be inspected daily.
9. All automobiles are to remain parked until camp is dismissed. No one may leave the grounds without special permission from the Camp Director. This includes campers and staff.

10. No camper is to be out of their dorm after “lights out” or before “rise & shine.”
11. Any camper who participates in Church of God in Ohio Youth Camp must be housed in the facilities reserved for that person's sex, as set out on his/her birth certificate. In addition, campers must be dressed in conformance with one's biological sex. Any camper who will not comply with this policy may be dismissed from that particular camp under the discretion of the youth director and camp leadership. Church of God's position on transgender restrooms and LGBTQ+ rights is based on our sincerely held biblical/religious beliefs, which have been long-held and promulgated in the Church of God. Our position on this matter is based on our interpretation of Holy Scripture. This position also relates to our biblical beliefs regarding same sex attraction and relationships. While we hold these strongly held religious beliefs, the Church of God also promotes a policy and spirit of love and encouragement for all campers and young persons participating in our ministry. We do not wish to espouse a position of hatred toward any person or persons.

(Any breach of proper conduct or disregard of camp rules will result in disciplinary action. Serious or repeated infractions will result in dismissal from camp.)

Youth Camp Protocols

Inclement Weather

Lightening/Thunderstorm

1. Look for the closest available building.
2. Lead campers into the building.
3. Attempt to communicate location to Head Cabin Leader (HCL).
4. Await instructions from HCL.
5. Once instructed or the storm has passed, resume camp schedule.

Tornado

1. In the event of a Tornado Warning, move quickly and calmly to a safe shelter when the command is given (safe shelter areas will be pointed out at orientation). Place campers away from windows and doors in seated position. Remember that campers will be affected by your attitude and demeanor, so remain upbeat and positive.
2. Direct campers away from windows and doors and have them get in a seated position.
3. Make sure all campers are accounted for.
4. Close all doors; outside, hallway, lobby, and dorm rooms.

5. Await instruction from HCL.

Flooding

1. Assess the situation to determine the location, source, and direction of rising waters.
2. Look for an escape route leading to higher/dry ground.
3. Lead campers to higher/dry ground.
4. Contact HCL to report flood and give your location.
5. Await further instruction from HCL.

Building Fire

1. Assess the location of the fire.
2. Lead campers out of the building via an escape route farthest from the fire.
3. Alert others of the fire by whatever means available.

4. Assemble the campers in a group in an area at least 750 feet from the building that is on fire.
5. Make sure all campers are accounted for.
6. Communicate to the Head Cabin Leader (HCL):
 1. That there is a fire in the _____ building.
 2. That you have your cabin with all campers accounted for in _____ (location).
7. Await instructions from the HCL.

Injury

1. Assess the injury and provide necessary life saving rescue.
2. Send/call for help from Head Cabin Leader (HCL) and Camp Medical Personnel (CMP).
3. Render 1st Aid and comfort care as needed and as you are trained, able, and equipped until CMP arrive.
4. Provide CMP with all information you have regarding the person and the injury.
5. Move by-standers away from the injured person to a safe place at a distance away.
6. After the injured person has received proper care, provide a situation/incident report to the HCL.

Illness

1. Assess the situation seeking to determine the level of critical need. Provide necessary life saving rescue.
2. Send for/call the Head Cabin Leader (HCL) and Camp Medical Personnel (CMP).
3. Provide comfort care to the sick person until the CMP arrives.
4. Provide all information you have regarding the person and the illness to the CMP.
5. Move other campers away from the sick camper and from any bodily fluids discharged from the sick camper.
6. Clean up or assist camp maintenance/janitorial staff in showing where cleanup is needed.
7. Provide HCL with an incident report.

Violence

1. Assess the situation and determine, to the best of your ability, the source



Administrative Bishop

Ronald K. Martin

State Youth & Discipleship Director

Max Reyes

State Youth & Discipleship Board

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Francis Burkhart

Patrick Demuth

J. Rick Noel

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