

MOOREDALE DAY CAMP BEHAVIOUR MANAGEMENT POLICY

It is the policy of Mooredale Day Camp to set limits for children which will ensure a safe and secure environment while demonstrating respect for the individual needs of children. All staff, volunteers, students, teachers and supply staff of the Rosedale-Moore Park Association are required to review this policy prior to the commencement of employment and annually thereafter.

The following list of disciplinary actions must never be used when disciplining children:

- a) Corporal punishment - striking (directly or with a physical object); shaking, shoving, spanking, or other forms of aggressive contact requiring that a child maintain an uncomfortable position; forcing the repetition of physical movements; forcing the consumption of food.
- b) Harsh, debilitating, belittling or degrading responses either verbal, emotional or physical.
- c) Restriction of usual comforts (e.g. shelter, clothing or food).
- d) Confinement in a room or structure; isolation or physical restraint.

** NOTE: If any staff member uses any form of the above discipline techniques, he/she will be dismissed immediately.*

ROSEDALE MOORE PARK ASSOCIATION STAFF TERMS & CONDITIONS OF EMPLOYMENT

A – TERMS OF EMPLOYMENT

Mooredale Day Camp will:

Deduct income tax from pay cheques as required by law. All staff in advance of receiving a pay cheque must fill out a TD-1 & TD-ON form.

The salary shall be paid bi-weekly (the Thursday following the last day of a session). Payment will be made by direct deposit.

Deductions for days absent may be made at the discretion of the Director on a pro rated basis. \$1/min will be deducted for morning lateness

B – WORK SERVICE

Attendance at the Camp Monday through Friday of each week of employment except for the Canada Day and August Civic Holiday as contracted. Under the agreement, staff will:

* Arrive at camp no later than 8:00 a.m each day and plan to depart no earlier than 4:00 p.m.

- * Be available from 4:00 – 5:30 p.m. for a minimum of one week to lead the “After Camp Care Program”. (After Camp leaders will receive an additional salary of \$12.00 per hour)
- * Be willing to volunteer for the Mayfair Fundraising Event on the Saturday in May at Rosedale Park for a 6 hour shift.
- * Attend and take an active role in the Pre-Camp Training program.
- * Be expected to attend any other meetings pertaining to their employment prior to or after the training program.
- * Be required to hold current certification in Standard First Aid level from St. John Ambulance (or equivalent) and Basic Rescuer CPR by the first day of staff training and valid throughout the period of employment. A photocopy of current certification must be provided to the Camp Director no later than the first day of staff training.
- * Attend the regular staff meeting to be held at Mooredale House. These meetings are held every Tuesday evening after the regular Camp day. Counsellors must be available until 5:30 p.m. on these days. In addition, there is a meeting the first Monday of each session starting at 7:30 am.
- * Aid in the “Final Clean Up” on the last day Friday of Camp until said task is complete (estimated 7:00 p.m.).

C – BEHAVIOUR POLICY

Staff members may not keep, be under the influence, or consume illegal/ non-prescription drugs while on Camp property or responsible for camp programming off-site.

Staff members are expected to refrain from smoking or using tobacco products during responsibilities on or off site connected with camp.

Staff members are expected to refrain from drinking alcohol or being under the influence of alcohol during responsibilities connected with camp (on or off site).

Staff members are expected to use appropriate language and behaviour at all times while responsible for on or off site activities.

It is the policy of the RMPA to set limits for children which will ensure a safe and secure environment while demonstrating respect for the individual needs of children. All staff are required to review the Mooredale Behaviour Management Policy prior to the commencement of employment and to understand and abide by it at all times when working with campers.

Behaviours and actions that negatively impact fellow staff members, campers or the reputation of Mooredale outside of camp hours can result in discipline, suspension or termination from camp duties.