



# Camp Trillium's Technology and Communication Agreement

## STAFF, NURSE, VOLUNTEER & QUEST INTERN

With the internet quickly becoming the main tool for communication and sharing between our staff, volunteers and campers, it is important that Camp Trillium define some guidelines for behavior when interacting within the Camp Trillium community.

We require all staff, volunteers, interns and campers of Camp Trillium, Childhood Cancer Support Centre to read and understand the following technology and communication guidelines during the summer and beyond your contract so long as you identify/reveal your involvement with Camp Trillium.

If you identify yourself as a Camp Trillium, Childhood Cancer Support Centre Staff, Nurse, Volunteer or Intern in any social networking profile, on a website, on a group page, or in a weblog, and/or use Camp Trillium's name, logo or any identifying camp photography or text, everything and anything you post or say can be seen as a reflection of Camp Trillium.

- 1). Written approval from Camp Trillium, Childhood Cancer Support Centre must be received prior to:
  - a) using the camp name, logos, photography or identifying Camp Trillium symbol, mark or word on the internet or in a public forum.
  - b) adding a link from a group page, profile, or other site to the official camp website
  - c) including text or photographs of campers to a project, email, or internet site or any kind
  - d) creating a camp "group page"
- 2). Staff, Volunteers, Interns and campers agree to be respectful of Camp Trillium, its programs, the campers and other employees/volunteers in all communications in my profile, blog or other internet site(s) and communications. This includes but is not limited to the following:
  - a) I will maintain the confidentiality of all camper, staff, volunteer, nurse and intern involved with Camp Trillium.
  - b) I will not use obscenities, profanity or vulgar language.
  - c) I will not engage in any form of harassment or intimidation.
  - d) I will not post comments that are derogatory with regard to an individuals' race, gender, religion, sexual orientation, disability, or any other protected status.
  - e) I will not engage in sexually explicit, suggestive, humiliating, or demeaning comments.
- 3). I agree to not use a social networking profile, group page, weblog, or other internet medium to discuss behavior that is prohibited by Camp Trillium policies including but not limited to criminal or delinquent behavior such as, alcohol or drug use, sexual behavior, destruction of property, harassment or intimidation.
- 4). Once I identify myself as a staff, nurse, volunteer, or intern of Camp Trillium, I recognize that I will be seen as an ambassador or spokesperson of/for Camp Trillium. I understand that as a condition of involvement I agree to and adhere to these guidelines and accept the responsibility. I understand that if any of the guidelines outlines in the measure are violated, it may result in disciplinary and/or legal action including the possible termination of future involvement with Camp Trillium.
- 5). Camp Trillium does not encourage or discourage contact between campers and camp staff, nurses, volunteers or interns, however, Camp Trillium must be aware of continuing relationships and staff should recognize that they will be upholding Camp Trillium supervisory guidelines (ie. Code of conduct) in all communications and interactions with a camper(s). I understand that when I choose to give my contact information including cell phone number, email address, weblog, address or social networking site name or other contact information to a camper or family I am accepting the responsibility, terms of the code of conduct and the expectations of Camp Trillium as a role model and ambassador of Camp Trillium.

I have read and understand the above guidelines and agree to respect and uphold Camp Trillium's technology and communication guidelines.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Program Director/Supervisor: \_\_\_\_\_



# Camp Trillium's Technology and Communication Guidelines

## PARENTS & CAMPERS

Dear Parents/Caregivers & Campers,

Camp Trillium has always taken the safety and well-being of campers very seriously. We understand that giving your children and your family's safety to the care of other people is perhaps the greatest act of trust you as a parent/caregiver can engage in. We aim to do everything we possibly can to earn and maintain that trust. We also know we cannot do this without your help. With more and more people using the internet, cell phones and other technologies, we appeal to you as parents/caregivers to partner with us to ensure that your children continue to have the safest, most wholesome experience with us at camp and beyond as possible.

Please read the information below carefully. It will help you and your family understand the challenges some technologies pose to the continued health and safety of our camp community. Please also review this information, regarding the internet, social networking sites and exchanging contact information with Special Friends with your entire family. As always we invite you to call us if you have any questions or concerns about any of these issues.

**Cell Phones:** Camp Trillium does not permit campers to have cell phones during Residential Camps (We ask parents to use discretion during Family Camps). Aside from the fact that cell phones are expensive and can get lost or stolen at camp, camp is also not an environment that is conducive to children using cell phones. When children come to camp, they and you as the parent/caregiver are temporarily transferring their primary care from you as their parents/caregiver to us as a Camp and Special Friend. As children learn to trust other caring and responsible adults, they grow and learn to solve some of their own challenges. We believe this growth in independence to be one of the benefits of camp. Contacting you by phone impedes their ability to engage in camp completely; interacting with their peers, programs and challenging themselves, as well as prevents their Special Friend and the camp from getting to problems they may be having quickly. We strongly recommend contacting the Camp Director if you have any concerns with your child coming to camp. If you suspect they may be homesick during camp, inform the Camp Director so they can watch out for it and work towards preventing it at camp. Parents/Caregivers can and are encouraged to contact the Camp Director at anytime while your child(ren) are at camp to receive updates. We will work with you to ensure that your child has a safe and positive experience at camp.

Text messaging is becoming a popular way for campers to communicate. During camp this becomes unsupervised interactions amongst campers and can result in bullying, inappropriate conversations and other disrespectful behavior between campers. We have extended our no cell phone policy during residential camp to include the bus ride to and from camp. If your child brings a cell phone to camp it will be asked to be left with you (parent/caregiver) at the bus or kept in the office until pick up time at the end of camp.

**Digital Photos:** We recognize that camp is a very special time in a camper and family's life and we encourage everyone to embrace and celebrate their experience at camp. We also recognize that these special moments at camp are moments that campers and families want to capture on video and in pictures. In an effort to maintain confidentiality for our campers, families, staff and volunteers, we ask that campers/ families be very careful about what they post on the internet and in public forums. We suggest that if you are posting photos please be sure they are of *family members only* or that you ask the permission of the individuals in the photos for their consent. Take the time to review the content (names, symbols, logos etc.) carefully before posting anything and help be respectful to all the campers and staff/volunteers right to their privacy.

**Internet, Email, Social Networking Sites, Weblogs etc.:** The internet, email, weblogs and other social networking sites have become a very popular way for people to share and stay in touch. Camp

Trillium recognizes the positives that can come from such outlets, however, we feel it necessary to educate and share the guidelines that Camp Trillium has put forth for staff/volunteers as well as setting expectations for campers to ensure the health and safety of our community.

We ask that campers and families be very careful when posting any photographs, messages or anything about Camp Trillium and/or campers and/or staff on the internet or in any public forum. Below are the guidelines that Camp Trillium has put forth for appropriate internet, email, social networking, weblogs and other communications.

- 1). Written approval from Camp Trillium, Childhood Cancer Support Centre must be received prior to:
  - a) Using the camp name, logos, photography or identifying Camp Trillium symbol, mark or word on the internet or other public forums.
  - b) Adding a link from a group page, profile, or other site to the official camp website.
  - c) Including text or photographs of campers to a project, email, or internet site or any kind.
  - d) Creating a camp "group page".
- 2). Respecting Camp Trillium, its programs, the campers and other employees/volunteers in all communications in a personal profile, blog or other internet site(s) and communications. This includes but is not limited to the following:
  - a) Maintaining the confidentiality of all campers, staff, volunteers, nurses and interns involved with Camp Trillium
  - b) Abstain from using obscenities, profanity or vulgar language.
  - c) Avoid engaging in any form of harassment or intimidation.
  - d) Avoid posting comments that are derogatory with regard to an individuals' race, gender, religion, sexual orientation, disability, or any other protected status.
  - e) Avoid engaging in sexually explicit, suggestive, humiliating, or demeaning comments.
- 3). Campers, families or staff/volunteers should not use a social networking profile, group page, weblog, or other internet medium to discuss behavior that is prohibited by Camp Trillium policies including but not limited criminal or delinquent behavior such as, alcohol or drug use, sexual behavior, destruction of property, harassment or intimidation.

**Staff – Camper/Family Communication:** Campers are certainly welcome to exchange contact information, (email addresses etc) as the camper and their parents see fit. Outside of a camp program Camp Trillium can not supervise the ongoing communications and interactions between campers. We ask that campers and families respect the privacy of our staff, nurses, volunteers and interns during camp and also during the "off-season". While at school or work, our staff/volunteers retain the right to limit the contact they have with campers and families. Camp Trillium staff/volunteers work very hard to maintain supportive and appropriate relationships with campers and families, however, staff/volunteers are not obligated to maintain communications outside of a camp program. Camp Trillium must be made aware of all continued communication(s) and/or relationship(s) outside of camp between staff/volunteers and our campers/families.

**Gratuities:** Special Friends are not permitted to accept any gratuities from families and campers: Camp Trillium provides programs for families from different cultures, socioeconomic and ethnic backgrounds and religions. With this and the burden of other financial strains that come with coping with childhood cancer, it is important that Camp Trillium puts every effort into creating and maintaining an environment that is stress and guilt free, and that all families feel welcomed and special. Not all families or special friends are able to afford gifts, despite their feeling of gratitude. Camp Trillium provides programs free of charge for families; we [special friends] don't do it for the money or tangible rewards, but because the programs are needed, appreciated and supportive. Some ways to send thanks are: sending a letter or card to your special friends or the camp

### ***Working Together to Keep the Camp Trillium Community Safe***

We see many positives and exciting ways for campers and families to enjoy the healthy benefits of the internet and other technologies. As advocates for children, Camp Trillium wants to work with our families to keep those

experiences safe, healthy and positive. These guidelines are meant to help our campers, families and staff/volunteers build and maintain positive and healthy online and outside of camp relations. If at anytime you have any questions or concerns we would love to hear from you.

**THANK YOU FOR YOUR SUPPORT AND COOPERATION IN HELPING TO KEEP THE CAMP TRILLIUM COMMUNITY SAFE!**