

Camp HOPE

Where Learning is Fun!

**3698 NW 15th Street
Lauderhill, FL 33311
Tel: (954) 463-3818
nhwo2@att.net**

Dear Students and Parents:

Camp HOPE is committed to providing all students with a quality summer enrichment experience in a safe and secure learning environment. The Rules and Regulations are designed to help promote these goals. The following pages provide you with information about the rules that students are expected to follow, as well as, the consequences for unacceptable and serious misbehavior. Furthermore, the Rules and Regulations address expectations for students related to consistent and timely attendance, respect for others and property, dress, and student field trips.

Students and parents are required to sign statements that indicate they have received and understand the Camp HOPE Rules and Regulations for Summer 2018. You can be assured that we are planning to commit ourselves to student achievement, a safe and secure summer camp, and positive character development. With mutual understanding and cooperation, I know this summer will be a successful one for all of us.

Sincerely,

Dr. Debra Allen

Dr. Debra Allen
Program Director
Camp HOPE

PARENT/STUDENT ACKNOWLEDGMENT

Camp HOPE Rules and Regulations Summer 2018

PLEASE SIGN THIS FORM AND SEND IT BACK TO CAMP

(YOUR SIGNATURE MEANS THAT YOU HAVE RECEIVED THIS INFORMATION AND UNDERSTAND THE RULES) **PARENT COPY**

Student Name (Please Print) _____ Age _____ Social Security Number _____

The following pages list the rules and regulations for students at Camp HOPE. The rules apply to all activities occurring on New Hope World Outreach grounds, on other sites being used for camp activities and on any vehicles authorized for the transporting of students. Parents, students, camp faculty, and staff need to know the rules. Since parents* can be held responsible for the actions of their children, it is important that they are aware of the rules and consequences if the rules are broken. (*Throughout the Code, wherever the word “parent(s)” appears, it shall also refer to “guardian(s)”.)

Parents need to become involved in the education of their children and have the responsibility to provide Camp HOPE with current emergency contact person(s) and/or telephone numbers. They also have the responsibility to notify Camp HOPE of anything which may affect their children’s ability to learn, to attend camp regularly, or to take part in camp activities. Please be aware that before any medicine may be administered by authorized camp staff, written approval must be obtained from a personal physician or the Broward County Health Department.

For student safety, parents should make sure that their children do not arrive at camp until the official starting time, nor remain on camp grounds after the official camp closing time, unless they are enrolled in the supervised after camp child care program. For students who walk home, it is important to have a written permission slip from their parent on file with Camp HOPE stating such.

Camp HOPE must have proof that every student and every parent or guardian has had a chance to read the Rules and Regulations. Your signature means that you have received this information and know the rules. (It does not mean that you agree or disagree with them.)

Parent/Guardian (Please Print) _____ Date _____/_____/18

Parent/Guardian Signature _____ Date _____/_____/18

Student’s Signature _____ Date _____/_____/18

SECTION I - ATTENDANCE

The parent of a child is responsible for the child's daily camp attendance. If a child will be absent for a day or any extended period of time, please fill out an absence notification form and return it to the Camp HOPE office.

Responsibilities

Students have a responsibility to attend all camp classes.

Students have a responsibility to be on time for camp and all classes.

Students have a responsibility to ask their parents to notify the camp when they will be absent.

Students having or suspected of having a communicable disease are not allowed to attend camp. In order to return to camp, parents must obtain a doctor's note stating that the student is no longer contagious. Chickenpox is the only infectious disease that does not require a doctor's note.

SECTION II - RESPECT FOR PERSONS AND PROPERTY

Character education is woven into the policies and procedures of Camp HOPE.

Responsibility, Citizenship, Kindness, Respect, Honesty, Self-Control, Tolerance, and Cooperation are the foundation of the Rules and Regulation.

Rights

Students have the right to be treated with respect.

Students have the right to a safe and orderly camp.

Responsibilities

Students have the responsibility to demonstrate the character education traits.

Students have the responsibility to treat others with respect.

Students have the responsibility to respect the rights of others.

Students have the responsibility to treat Camp HOPE property and the property of others with respect and to act in a way that does not interfere with the rights of others and is not harmful to the health and safety of others.

It is important for students to know their rights and responsibilities, which include obeying instructors and all other camp employees and volunteers, obeying each individual rule as defined by Camp HOPE, and obeying transportation drivers. Students are expected to honor their responsibilities and behave in ways which respect the rights of all.

Expected Behaviors

- Treating others with respect
- Being prepared for class by bringing paper, pencil, pen, books, and other needed supplies
- Completing all class work
- Using class time properly
- Taking home and returning necessary forms
- Following rules and regulations about field trips
- Taking care of and returning all textbooks, library books or other camp-owned materials loaned to them
- Acting responsibly on campground, on buses, on field trips, and at all camp-sponsored events, regardless of location

Unacceptable Behaviors Leading to Disciplinary Action

- Disturbing the class or camp by: being disrespectful or rude, refusing to obey any staff member, failing to follow classroom rules, running inside the buildings, throwing objects, possessing or igniting fireworks or smoke/stink bombs, fighting, gambling, or bringing distracting items to camp including, but not limited to, skateboards, scooters, in-line skates/roller blades, toys, playing cards, toy weapons, games, cigarette lighters, radios, audio recorders, headphones, laser pointers/pens and other laser devices.
- Students may not possess communication devices, such as pagers or cellular phones during the camp day. If students are found to be using these items, the items will be confiscated and released only to the parent.
- Abusing another student including, but not limited to, verbal abuse, actual or threatened physical harm, extortion, destruction of personal property, intentionally making a false accusation
- Bullying
- Threatening or hurting a person with a weapon
- Having and/or hiding a weapon
- Gambling
- Damaging, destroying, or vandalizing camp property
- Starting a fire (arson)
- Possessing or using drug, alcohol and/or tobacco products
- Possessing drug paraphernalia
- Committing robbery or petty theft
- Forcing someone to give money, possessions, or other things of value to another or oneself (extortion)
- Using insulting, profane, racially or sexually offensive written or oral language, or making obscene remarks or gestures
- Conducting, recruiting, or participating in youth gang activities on camp grounds
- Using gang or cult-related gestures and/or signs
- Hazing
- Taking part in physical acts of a sexual nature, engaging in sexual harassment or offending others by indecent exposure
- Endangering the lives of students and staff by setting off unfounded fire alarms

- Endangering the lives of students and staff by failing to report a threat of violence against others
- Making a bomb threat
- Harassing others because of a disability
- Harassing others because of age, color, gender, national origin, marital status, race, religion, or sexual orientation
- Leaving class or camp without proper permission
- Misbehaving on the van by: distracting or disobeying the driver, eating or drinking, disobeying safety rules or being disruptive, getting out of seat while the vehicle is in motion, throwing objects. Camp transportation is a privilege, not a right. This privilege can be denied for recurring unacceptable behavior.
- Misrepresenting oneself by cheating, copying, plagiarizing, counterfeiting, or making false reports by posing as a parent
- Unauthorized possession or use of camp documents or forms
- Possessing and/or distributing materials prohibited by law, such as, but not limited to, pornographic/obscene material
- Storing pornographic/obscene materials and drug paraphernalia in or on any student's personal belongings
- Intentionally making a false accusation that jeopardizes the professional reputation, employment, or certification of an instructor or other member of Camp HOPE staff and volunteers
- Threatening, stalking, hitting or hurting an instructor or other camp personnel
- Inappropriately behaving on field trips
- Violating the dress code
- Displaying disruptive behavior
- Any other criminal acts

Discrimination and/or Harassment and Grievance Procedures

New Hope World Outreach and Camp HOPE prohibits discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation. If any student feels that he or she has been discriminated against or harassed, he/she may contact Dr. Debra Allen, Program Director of Camp HOPE and CEO/Pastor of New Hope World Outreach at (954) 463-3818

Forms of Discrimination

Discrimination is a form of harassment. Harassment, based on age, color, disability, ethnicity, gender, linguistic differences, national origin, marital status, race, religion, sexual orientation or socioeconomic background are violations of New Hope World Outreach and Camp HOPE policies and will be dealt with in a similar manner as detailed above.

Sexual Harassment and Sexual Violations

Sexual harassment is a form of sex discrimination which violates the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972. Sexual violence is a physical act of aggression that includes a sexual act of sexual purpose. Sexual violence is also a violation of these same statutes and may also represent a criminal law violation. Camp HOPE prohibits any form of sexual harassment and sexual violence.

Sexual harassment and sexual violence are unlawful and will be grounds for disciplinary action. Students who believe they have been victims of sexual harassment or sexual violence should report the alleged act immediately to an instructor and/or camp administrator. Because sexual harassment can take on many forms, the following are some definitions of sexual harassment/violence.

Sexual Harassment/Sexual Violence Defined

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct of either verbal or physical conduct or communication of a sexual nature. Sexual harassment includes, but is not limited to, the following behaviors:

- unwelcome statements of a sexual nature
- unwelcome solicitation or pressure for sexual activity
- intentional brushing against, patting or pinching of another's body
- suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, unwanted physical contact and blocking movements
- leering with sexual overtones, gestures, display of sexually suggestive objects, posters or cartoons
- indecent exposure

SECTION II - DRESS CODE

Appropriate dress and grooming can help to create a positive learning environment. Other attire may be allowed for special camp activities with approval of camp administration. Changes in clothing trends (i.e. Dress-Up Days) will not override the dress code policy.

RULE - All students are expected to honor their responsibilities and dress in a way which respects the rights of others.

1. Shoes must be worn at all times. It is recommended that athletic shoes be worn each day. For safety reasons, zoris, flip-flops, thonged sandals, clogs, bedroom slippers, or any other type of backless/strapless shoes cannot be worn.
2. Special clothing may be required on certain days for health and safety reasons in certain programs such as physical education, arts and crafts, and science.
3. Clothing that exposes the torso or upper thighs are not allowed. Here are examples of clothing which **may not** be worn:
 - see-through garments, mini-skirts or mini-dresses, halters, backless dresses, tops or dresses with spaghetti straps,
 - Tube tops or tank tops without overblouses or shirts, shirts or blouses tied at the midriff, and bare midriff outfits.

Clothing which is not worn appropriately or not properly fastened or tears which are indecent will not be permitted. All trousers, including oversized or low-hanging trousers, must be worn and secured at waist level with a belt.

4. Garments such as boxer shorts, bloomers, and bustiers which were traditionally designed as undergarments may not be worn as outer garments. Other clothing not allowed are leggings without overblouses that reach mid-thigh, tights, bodysuits, or hosiery including those with lace trim, and bicycle racing attire unless they are worn underneath dresses, skirts, or shorts of appropriate length. Appropriate T-shirts may be worn as outer garments.
5. Hemmed shorts that are not shorter than mid-thigh including walking shorts, Bermuda shorts, and split skirts (culottes) are allowed. For Elementary Only (PK-3), shorter shorts may be worn since these are standard attire at these ages
6. Clothing, jewelry, buttons, haircuts, or other items or markings which are offensive, suggestive or indecent, associated with gangs or cults, encourage use of drugs, alcohol or violence, or support discrimination on the basis of age, color, disability, ethnicity, gender, linguistic differences, marital status, national origin, race, religion, socioeconomic background or sexual orientation are not allowed
7. Head coverings including, but not limited to, caps, hats, and bandannas are not allowed inside the building unless they are required for safety in programs such as arts and crafts, science, and athletics, or are worn for religious or medical reasons
8. Curlers and other hairgrooming aids are not allowed. Personal grooming including, but not limited to, combing, brushing, spraying hair, and applying cosmetics is allowed only in restrooms and/or designated areas
9. Sunglasses may not be worn indoors unless a doctor's authorization is on file
10. Any articles of clothing or jewelry that may cause injury are not allowed, including, but not limited to, belts, bracelets, or collars with spikes, heavy link chains, and wallet chains

Rights

Students have a right to wear stylish clothes of their choice as long as those clothes are appropriate for camp, are not dangerous to health and safety, and do not distract or offend others.

Responsibilities

Students have a responsibility to dress neatly, appropriately, be clean, and well-groomed.

SECTION III - CONSEQUENCES

When students do not respect persons and property, one or more of the following actions may be taken until the problem is resolved.

Possible Consequences of Misbehavior

It is not necessary to use each consequence or to use consequences in the order listed. Individual groups may have additional rules for student behavior as part of their group discipline plans. These plans are available at your camp and will be provided upon parent request. Certain rule violations do require specific consequences (see Consequences of Serious Misbehavior).

- Time out for students
- Instructor/student conference including record review
- Disciplinary action initiated by instructor
- Restitution, work detail, etc.
- Camp/parent contact
- Camp/parent conference
- Confiscation
- Program Director involvement
- Removal from group by instructor
- Suspension from the van; student can attend camp if parent provides transportation
- Internal suspension from classes
- External suspension from groups and all camp activities in accordance with Camp HOPE policy
- Referral to Special Investigative Unit/police
- Full restitution by parent(s) for damage done by student
- Recommendation for expulsion in accordance with Camp HOPE Policy

Normally consequences, such as suspension or expulsion from camp shall occur only after other corrective measures, such as parent contact, have been tried without success. Camp HOPE shall provide the student's parent(s) with a written explanation of the reason.

Consequences of Serious Misbehavior Leading to Suspension and/or Expulsion

The Rules and Regulations also include provisions for action that MUST be taken if there are serious problems involving weapons, drugs (including alcohol) mood-altering substances, steroids, and criminal acts. Specific action will be taken as a result of these violations. However, if the Program Director determines that the student uses an instrument or object in self defense, the student will not be suspended or expelled. Self-defense is an attempt to "ward off" an attack or stop the process of confrontation. It is not self-defense when an object is used in retaliation or when the student uses an object to become an aggressor.

All violations will involve the following steps:

- Program Director involvement
- Immediate parent contact
- Suspension from camp grounds, all classes, and all camp activities
- Referral to Special Investigative Unit and police

Expulsion: When by action of the Program Director, a student is removed from camp and camp-related activities on or off camp grounds.

Drug and Substance Abuse Offenses Leading to Suspension and Possible Expulsion

Personal possessions or other storage area may be subject to a search by a camp administrator based upon reasonable suspicion of possession of prohibited or illegal materials. Reasonable suspicion may also result in a search of person and possessions.

For use, possession, or being under the influence of mood-altering substances, including alcohol and alcoholic beverages, expulsion from Camp HOPE shall be mandatory unless other arrangements are made between parents and the Program Director.

SALE, ATTEMPTED SALE OR TRANSMITTAL of drugs of mood-altering substances, or other substances held out or represented to be drugs or mood-altering substances, including alcohol or alcoholic beverages. Procedures for sale, attempted sale or transmittal: expulsion shall be mandatory.

FELONY POSSESSION OF DRUGS OR CONTROLLED SUBSTANCES: A student found to be in possession of any drugs or controlled substance, which constitutes a felony under Florida Statutes, will be subject to the procedures for felony possession of drugs or controlled substances: The student shall be expelled.

Leading to Suspension and Possible Expulsion

A student shall be suspended and may be recommended for expulsion when students:

- Habitually commits a serious breach of conduct, including, but not limited to, willful disobedience and/or open defiance of authority
- Commits assault
- Commits battery
- Commits or threatens to commit damage to property
- Commits any act that substantially disrupts the orderly conduct of the camp.
- Commits grand theft
- Possesses and/or displays or transmits a weapon
- Possesses, displays, transmits or handles laser pens/pointers and other laser devices in a manner that could potentially harm or injure another individual
- Conducts, recruits, or participates on campus in a formal or informal manner in order to foster youth gang activity. This activity may include an association or group of three or more persons who are gang-related individually or collectively who engage in a pattern of youth or street gang activity and have a common name or common identifying clothing, jewelry, buttons, colors, signs symbols or markings with the intent to threaten and/or present a danger to public order and safety
- Commits other criminal actions, on camp property, not set forth in this policy including when: the student is found to have committed a delinquent act which would be a felony, if committed by an adult; the student has had adjudication withheld for a delinquent act which, if committed by an adult, would be a felony; or the student has been found guilty of a felony
- Is charged by a proper prosecuting attorney with a felony, or with a delinquent act which would be a felony if committed by an adult or found by a court of law to

have committed a felony for an incident which allegedly occurred on property other than camp property, if that incident is shown in an administrative hearing to have an adverse impact on the educational program, discipline, or welfare of Camp HOPE in which the student is enrolled

Offenses Leading to Mandatory Expulsion

Students shall not be subject to mandatory suspension and expulsion proceedings when the Program Director determines that an instrument or object covered in Definitions of Weapons was used solely for the purpose of defense against an aggressor. A student shall not be subject to mandatory expulsion proceedings if it is determined that the student immediately returned a firearm to the person who gave it to him/her, or if the student took a firearm to a staff member or was in the process of taking it to a staff member.

Students found to have committed the following offenses on camp property, camp-sponsored transportation, or during a camp-sponsored activity shall receive the most severe consequences provided in this policy which shall be mandatory suspension and expulsion and referral for criminal prosecution to the local law enforcement agency.

- Aggravated assault
- Arson or attempted arson
- Sexual battery (rape) or attempted sexual battery (rape)
- Possessing, displaying, using, selling or transmitting a weapon (see Definition of Weapons)
- Homicide or attempted homicide
- Kidnapping or abduction
- Possessing, using or selling any explosive propellant or destructive device
- Armed robbery or attempted armed robbery
- Aggravated battery
- Battery on a instructor/camp district employee
- Extortion
- Robbery or attempted robbery
- Threatening to throw, project, place or discharge a destructive device with intent to do bodily harm to any person or with intent to damage any property of any person
- Making a false report, with intent to deceive, mislead, or otherwise misinform a person, concerning the placing or planting of any bomb, dynamite or other deadly explosive

Definition of Weapons

Class A weapons include:

- Firearms – any kind of gun (whether operable or inoperable, loaded or unloaded) including, but not limited to hand, zip, pistol, rifle, shotgun, BB gun, and starter gun
- Explosive propellants or destructive devices
- Dirks

- Metallic knuckles
- Billy clubs
- Tear gas
- Electric weapon or device (stun gun)
- Slungshot
- Chemical weapon or device (any weapon of such a nature, except a device known as a “self-defense chemical spray” carried solely for purposes of lawful self-defense that is compact in size, designed to be carried on or about the person and contains not more than two ounces of chemical)

Class B weapons include:

- Toys which resemble weapons when used in a threatening manner
- Knives – any kind of knife, including, but not limited to, pen, switch blade or hunting knife
- Chains – any chain not being used for the purpose for which it was normally intended, capable of harming an individual
- Pipe – any length of metal or other hard substance not being used for the purpose for which it was normally intended
- Razor blades of any kind or similar instruments with a sharp cutting edge
- Ice picks and other pointed instruments
- Nunchakus, Chinese stars
- Pepper spray, mace device with capacity to hold two ounces or less of the chemical

Definition of Offenses

Battery is defined as using force against another person, without that person’s consent, resulting in either (1) injury or (2) an offensive touching.

Aggravated Battery is defined as committing battery (1) using a Class A or Class B weapon or (2) causing serious injury.

Assault is defined as (1) an attempt to commit a battery or (2) a threat of injury through words or actions.

Aggravated Assault is defined as an assault in which a Class A or Class B weapon is used to commit the assault.

Petty Theft is defined as taking property that is less than \$300.

Grand Theft is defined as taking property worth \$300 or more.