

Summer Camp Advisor/Coach Involvement and Responsibilities

Summer camps are a major event for students and advisors/coaches in our state. In order to insure success for these events, the support and involvement of advisors/coaches is critical to the success of the camp. We ask that advisors/coaches who participate in overnight camps assist in the following ways:

1. Advisors/Coaches are expected to meet and/or exceed all the expectations in Richland School District policy 5220 Responsibilities of the Teacher while supervising at a camp.
2. All students are to be accompanied and supervised by an advisor/coach (who is a RSD employee over the age of 21) from their school at a required ratio of one advisor/coach for every 10-12 students.
3. Advisors/Coaches will review the overnight Camp **Participant Expectations Form** with their athletes before departing and retain a copy for their own records.
4. Advisors/Coaches will hold a required parent meeting to review all expectations prior to departing for camp.
5. Advisors/Coaches are expected to attend and supervise at all camp activities and meals. Advisors/Coaches must have a supervision plan in place before leaving for camp that ensures that all students will have supervision at all times at camp. Coaches/Advisors must room overnight in the same facility as the campers.
6. In case of an emergency, the Camp Sponsor must be able to locate the necessary advisors/coaches. The advisors/coach's locations must be on file with the Camp Sponsor at all times.
7. Advisors/Coaches shall provide a means of being contacted (cell phone, etc.) while at an overnight camp.
8. Advisors/Coaches are responsible for communicating any room problems to the Camp Sponsor.
9. All camps are an alcohol-free event for advisors/coaches from the time they depart for camp until they return from camp, 24 hours a day.
10. Advisors/Coaches shall notify the Activities Director and/or Athletic Director and/or Principal within 24 hours if any significant misbehavior occurs at camp. Teams must attend camps within 300 miles of the Tri-Cities in the event that the school administration needs to travel to the site to investigate or discipline inappropriate student behavior. Camps over the 300 mile rule may be considered by administration.
11. All activities planned by the advisors/coaches conducted away from the camp shall be approved in advance by the Activities Director or Athletic Director and/or Principal. Activities such as white-water rafting are never permissible.
12. Any exceptions or situations not in keeping with the above expectations need to be approved by the Activities Director or Athletic Director and/or Principal PRIOR to departure to the overnight camp.

Advisor/Coach Agreement: I have read the expectations as outlined above. I have also reviewed the overnight Camp **Participant Expectations Form** with my students. By submitting this form with my signature, I am committing to the advisor's/coach's responsibilities and expectations as identified by the Richland School District.

*Signature of Advisor/Coach**Date*

*Camp Attending**Dates of Camp*

April 2007