

**Junior Achievement North  
Summer Camp Code of Conduct Agreement**

**Junior Achievement North will provide:**

- Staffing to camper ratio of more than one back-grounded checked counselor: 12 students
- Communication regarding camp plans and procedures to parents via e-mail
- Safe and secure building and programming space
- Peanut-free zones
- Communication with parents in the event of illness or incident
- Secure daily check-in and out process
- Monitored attendance. No student can leave Camp without JA Staff knowledge. Students may only leave with pre-approved adults, given to JA by the parent/guardian.
- Program materials and one snack daily

**Parents agree to:**

- Discuss and promote proper behavior with campers. Students are required to maintain appropriate conduct while at JA Summer Camp. Some examples of inappropriate conduct include (this is not a comprehensive list):
  - Violation of state or federal laws regarding alcohol, smoking, or any other illegal substances.
  - Violation of JA North's posted rule that prohibits any guns or weapons onto the premises.
  - Unwelcome verbal or physical conduct or communication that is based upon protected class status.  
(including but not limited to race, color, religion, sex, disability, age, sexual orientation, gender identity, and national origin), including, but not limited to, comments, jokes, gestures, graphic materials, physical contact, visual conduct such as leering, cyber or electronic harassment, and solicitation of favors.
  - Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communication of a sexual nature.
  - Endangering the health and safety of others
  - Destruction of property
  - Comments or conduct that disparages or demonstrates hostility or aversion towards any person that could reasonably be perceived as disruptive, disrespectful, offensive, threatening or inappropriate.
- Follow check-in and out procedures daily
- Communicate via e-mail ([wendy.patzlaff@janorth.org](mailto:wendy.patzlaff@janorth.org)) or phone (651-255-0055) if there is a change in your camper's attendance.

- Please note that JA Staff and Program Facilitators are prohibited from being alone with a student and from engaging in one-on-one contact with students via email or other electronic means, including text messages.
- Pick up camper no later than 4:00 pm.
- Be responsible for any damaged or stolen property.
- Agree to support JA's No Bullying Policy. This includes zero tolerance for comments, conduct, or physical contact that shows hostility towards any person that could be perceived as disruptive, disrespectful, offensive, threatening, or inappropriate.
- Talk with your camper about what they experienced during the day.

**CANCELLATION POLICY: Camp fees are non-refundable. We will gladly help you transfer to another summer session if your scheduling needs change.**

**Camper agrees to:**

- Participate in camp activities.
- Treat all JA campers, staff, and volunteers with respect. We have a No Bullying Policy.
- Maintain appropriate conduct as described above under "Parents agree to."
- Appropriately use JA's materials and equipment, including computers and tablets.
- Put phones away during camp activities. Phones may be taken away for the day if they are a distraction. They will be returned at the end of the camp day.
- Talk to a JA staff member if you have questions or concerns.
- Follow check-in and out procedures daily.

**Agreement**

These standards are designed to help provide a positive experience for all JA Camp Students, JA Staff, and Program Facilitators. **Violation of these rules could result in suspension and/or removal from the program and notification of parent/guardian.** These are examples only and are not intended to be a comprehensive list. There could be other actions not listed herein that could result in suspension, dismissal, or other disciplinary action. The JA Staff and Program Facilitators reserve the right to dismiss a student for violation of these standards of conduct, or for any action or inaction that does not uphold a respectful atmosphere and safe environment for all students, JA Staff, and Program Facilitators. The main purpose of the Camp is to learn and have fun and it is crucial to have a respectful atmosphere and safe environment for all students, JA Staff, and Program Facilitators. **No refunds will be given if a suspension or removal occurs.**