

# + CAMP LEX

# OLD

# SCHOOL



**YOUTH.NEAG.ORG**

**Camp Lex 2005**

## Camp Manual

**Sr. High**  
**"Old School"**  
Joe Phillips  
NCU One Accord  
Trinity Doulos  
**June 6-10**



**JV Camp**  
**"Old School"**  
Wayne & Kristi  
Northup  
NCU One Accord  
Trinity Doulos  
CBC Floodgate  
**June 13-17**

**"Camp Lex - It's  
like pretty much  
the best camp  
ever."  
- anonymous**







2, 13

## **OTHER**

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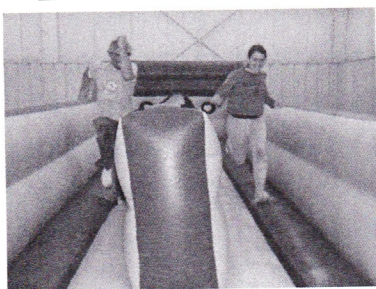
## **SECTION D - SEXUAL ABUSE**

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We are so glad you chose to be with us for a week of camp. Camp is one of the most anticipated times of the year for students and leaders. Thank you for your commitment to serve the students from across the state.

Please read through this manual prior to coming to camp. Please bring this manual with you to camp as we will highlight parts of the manual at our orientation meeting on Monday. You will still need to read through the manual and bring any questions about the manual with you to our first meeting.

We challenge you to begin praying now for camp and come with great expectation! God desires to minister to you and through you during this week. Here are some questions you may want to begin asking yourself prior to camp.

- How does God want to minister to me this week?
- How can I begin preparing myself for ministry to students?
- What gifts do I bring to the camp that God may want to use?
- How can I best serve while at Camp Lex?
- What do I hope to see happen during the week?

Plan on spending some extra time in prayer and some time fasting for this week of encounter with our Lord.

Thanks lots!



## **Section A - Why Have A Camp?**

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One week at an Assemblies of God youth camp can be a major factor in changing a young person's life. This life will in turn touch thousands of others in a lifetime. Ask any group of youth pastors where and when they made their decisions for Christ, and you'll find a high percentage of Christian workers took the important step at camp. Look at some of the reasons:

### **POSITIVE ATMOSPHERE**

Take kids out of their usual, everyday surroundings, place them in a positive atmosphere, and they become more open to ideas you may present. This is really enhanced when you catch them doing something right. Many times young people are only told what they're doing wrong.

### **A NEW FOCUS ON LIFE WITHOUT DISTRACTIONS**

Take young people away from a TV, video games, and the busy lifestyle most kids are living and you may see them open up to learning how relevant God can be in their lives. A week full of wholesome Biblical teaching and Christian influence can make the difference in a young person's life. This is why we have so many young people give their lives to Jesus, filled with the Holy Spirit and called into full-time ministry.

### **GROWTH IN ALL AREAS OF LIFE**

At a camp, a young person has a chance to grow in several areas he/she may have weaknesses in, whether it be physical, spiritual, social, mental or emotional. "Many young people have areas of their life compartmentalized, recreation in one time slot, social contacts in another, God in another, etc. Camp provides the chance to integrate all aspects of life into a balanced whole, with each part affecting and being affected by the others. The camper can see that God relates to him when he's playing baseball just as He does when he's studying the Bible."

### **AN OPPORTUNITY TO DEVELOP ABILITIES**

A few days away from home and family, put into a new family, cabin or fellowship family provides an opportunity to learn to live with others whose personalities and lifestyles may be completely different. The athletic events and crazy times help students crawl out of a shell in non-competitive games that everyone can play. The Bible teachings and fellowship families help a young person learn how a life lived in obedience to God, can be an effective witness back home.

### **TO SEE THE LIFE OF A CHRISTIAN ADULT**

"Young people gain tremendous value from watching adults. Camp provides an opportunity for campers to live with an adult who cares about them and allows them to see how an adult responds to the common, everyday experiences of life. It's a great chance to see that Christ is relevant in the dorm leader's life, and that he/she has answers and help for daily living."

Mike Bechtle, [The Complete Camp Counselor Training Kit](#) (Tempe, AZ: Success With Youth Pub., Inc.)



## Section A - Camp Objectives

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- For students to have encounters with a personal God
- To help students develop right relationships and lasting friendships
- For every student to have great fun in a positive atmosphere

## Section A - Am I Qualified



### DO I LOVE STUDENTS?

Approach camp with the idea that you're giving yourself totally to the kids for that period of time. Give them your undivided attention. Challenge yourself to discover the unique qualities of each camper – even the one who filled your sleeping bag with shaving cream! Pray for them all by name. Realize that God loves them as much as He loves you.

### AM I WILLING TO BE STRETCHED SPIRITUALLY?

The most important quality young people can observe in adults is spiritual growth. We should never give the impression that we are a “superior” Christian. Be honest about your weaknesses and admit when you make mistakes. It is important that young people realize just because they make mistakes it is in no way a reason to give up or quit.

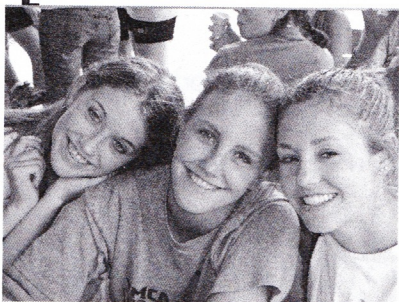
### AM I HONEST WITH MY FEELINGS AND ACTIONS?

Learn to be transparent with your real feelings so the campers will feel free to express theirs. Always strive to keep a Christlike attitude when facing situations. Young people see a phony any time, any place. Be yourself; be real. “The Word became flesh and dwelt among them.”

### DO I HAVE A GOOD ATTITUDE?

“Keep thy heart with all diligence; for out of it are the issues of life.” Proverbs 4:23. Attitudes are far more potent than actions! It is entirely possible to do the right thing in the wrong way! As a camp worker, your attitude toward others will be reflected in the attitudes of your campers!





### Some keys to maintaining a good attitude:

- Remember, the camp is primarily for the campers. We are here to serve.
- Find campers doing the right things and let them know it.
- Maintain a good personal appearance.
- Be cheerful. "A cheerful heart is good medicine." Proverbs 17:22
- Don't be partial to any one camper.
- Avoid criticism of the program and other staff members.
- Never discuss a camper's problem with another camper.
- Submit yourselves to those in authority over you. Willingly cooperate with the methods recommended.
- Have faith in each camper and communicate that confidence.
- You set an example in all that you do and are at camp. Ask yourself: Will young people want to commit their lives to the Christ they see in me?

The dorm leader carries a burden for each camper in his room and will sincerely pray that each will be saved, filled with the Spirit, and wholly committed to Christ before leaving camp.

Above all, LOVE. There is no greater human force to break down resistance, bridge all gaps, and effect an eternal change in young lives.

### DO I HAVE A GOOD SENSE OF HUMOR?

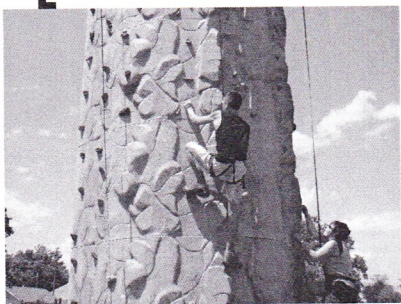
Learn to laugh with kids, they are really fun and funny. Remember to laugh with them, not at them. You might as well expect some practical jokes poked your way just because you carry the title "dorm leader."

### DO I HAVE GOOD HEALTH?

Hey, you don't have to be a super star but you can't be bedridden and be effective. By Wednesday, you are going to need a nap or an all out prayer meeting. By all means, exercise and get in shape for camp.

Mike Bechtle, The Complete Camp Counselor Training Kit, (Tempe, AZ: Success With Youth Pub., Inc.)





### **STAFF MEETINGS**

Staff are REQUIRED to attend ALL meetings and PRAYER times (before the evening service). Vital information will be presented pertaining to daily activities. There will be sharing of needs and victories, as well as praying together. Staff must be present in order to know what's going on.

### **ACTIVITIES & RECREATION**

Dorm leaders have the opportunity to get closer to the campers than anyone else on the grounds. They will have the opportunity to shape and mold their lives better than anyone else. The most effective way to do this is to get to know campers personally as a friend. We have designed the schedule to assist in this important task. Each day there will be planned activity for each group.

To increase team spirit, the campers will be divided into groups, made up of both girls and boys. Please have the campers at the proper areas ready to participate when their turn comes.

### **RAP UP TIME**

A special half hour has been built into the schedule to give dorm groups an opportunity to reflect on the evening services. This is a small group time set aside for prayer, ministry, sharing and discussion.

### **ROOM INSPECTION**

Each morning, all rooms will be inspected for cleanliness and neatness by our Camp Dean. Awards and points will be given for those dorm groups who do a good job. Some hints for cabin inspection and a sample inspection form are included with this staff manual to help show what the inspector will be looking for.

### **STAFF HOURS**

Camp days are long days. Staff will not get as much sleep as normal. As a result, follow the "lights out" schedule as closely as possible. Security is excluded from this.

### **DISCIPLINE**

All staff members have the authority to originate disciplinary action whenever and wherever it is needed. Please use this authority wisely and do not abuse it. If there is a problem that cannot be handled, the Camp Dean is available to help. Staff discipline problems will be handled by the Camp Director in consultation with the Camp Dean.

### **EXTRA DUTIES**

There will be times when staff members will be called upon for duties other than those which were originally assigned. Please accept these changes with the heart of a servant.

### **PROBLEMS**

During the course of the week, camp staff may experience problems of a personal nature, as well as problems with the operation of the camp. The best thing to do is work with the person in charge of the problem area. If there is still frustration, see the Camp Director or Camp Coordinator.





### WHAT TO BRING

#### BEDDING

- Sleeping bag or sheets/blankets
- Pillow

#### CLOTHING

**Thank you for bringing only modest clothing to camp!**

- Undergarments
- Shirts/Tops/Blouses
- Jeans/Pants/Skirts
- Pajamas/Slippers
- Swimming Suit
- Socks
- Dress & Tennis Shoes
- Shower Shoes
- Jacket
- Recreational clothing (knee-length shorts are acceptable)
- Nice casual clothes for evening services

#### GENERAL EQUIPMENT

- Flashlight
- Toiletry Items
- Watch
- Towels
- Alarm Clock
- Washcloths
- Bible
- Comb/Brush
- Letter Writing Materials
- STAFF MANUAL

#### MONEY

A coupon for some free snacks at the Pop-stand will be issued upon your arrival. You may want to bring money for more snacks, offerings, t-shirts and other souvenirs.

### WHAT NOT TO BRING

Radio, cassette/CD player, TV, Cell Phones, weapons, matches, fireworks, water guns, pornographic literature, etc.

➡ **Camp Lex cannot be responsible for lost or stolen belongings. All personal items and equipment should have your name and your church name marked clearly on them.**



## [Section B - Understanding Your Campers]



Since you will be spending one week working very closely with your campers, it is important that you make every effort to know and understand them. Our campers fall between 11-18 years of age. There is a wide range of maturity among students. Physically, many of these campers are just entering an awareness of sexual maturity. The boys at this age are often a year or two behind the girls.

Mentally, students of this age are quite capable of activities involving reasoning, organization and comprehension. They have a strong desire to learn. They particularly like to explore, experiment and discover in their surroundings. The capacity of these young people to learn will vary from an I.Q. of 80 to above 135 (dull to highly gifted). You must remember that each student is different and, as such, has varying abilities to learn. These individual differences must be considered when materials are presented to them.

Spiritually, there will also be a wide range of spiritual awareness. Some of our campers will come with good Bible knowledge and a vital personal relationship with Jesus. Others will come without knowing the first thing about spiritual matters. To some, the basics of salvation will need to be explained in the simplest terms.

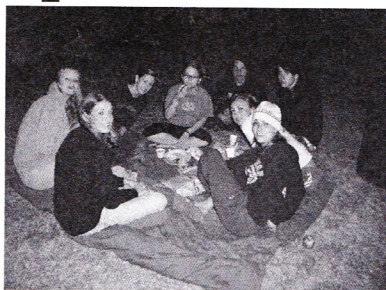
During this week of camp, these young people will form a close relationship with you. If you are the kind of person who has patience, understanding, and a genuine interest in their well-being, they will do almost anything for you. You will find these students young enough to still be pliable, yet grown-up enough to follow the direction and example you set for them.

Broadly speaking adolescence is the period of sexual, social, ideological and vocational adjustment and of striving for independence from parents. Approximate age norms given for these stages are: pre-adolescence, 10-12; early adolescence, 13-16; late adolescence, 17-21.

The yearning for freedom, the sense of loneliness, the feeling of oppression by parents, the rages and active hatreds directed against the adult world, and the romantic crushes tend to keep the adolescent upset and on edge most of the time. Obviously, these manifestations are not predictable and there seems to be no way we can anticipate what will happen next in the life of a young person.



## [ Section B - Understanding Your Campers ]



However, these extreme fluctuations in behavior are normal during adolescence, although they would be highly abnormal at any other time of life. We must understand this and not allow childish or adolescent behavior to persist into adulthood. One cannot become an adequate marriage partner, parent or Christian citizen if he continues to live in a fixated adolescent state.

The ego of the individual adolescent is being formed and he must experiment with a great variety of emotions, feelings, situations and people. Only in this way can he learn what best suits him and is most compatible to his likes and dislikes. The church and its leadership play a great part in assisting the young adolescent through this time of storm and stress.

Robert Havighurst lists 9 developmental tasks for adolescents between the ages of 12 and 18:

- 1) Accepting one's physique and accepting a masculine or feminine role
- 2) New relations with peers of both sexes
- 3) Emotional independence of parents and other adults
- 4) Achieving assurance of economic independence
- 5) Selecting and preparing for an occupation
- 6) Developing intellectual skills and concepts necessary for civic competence
- 7) Desiring and achieving socially responsible behavior
- 8) Preparing for marriage and family life
- 9) Building conscious values in harmony with an adequate, scientific-world picture





Conflicts can be avoided if you find the extent of your boundaries in relationship with others, then stick to them. What are your privileges as a Dorm Leader? For example, are you free to request something directly from the kitchen staff, or must you go through channels?

The key word to remember is unity. This means that everyone works as a team in order to make the week a success. As in the Body of Christ, each person in leadership has his own important function. No one's job is better than another's, and the success of the camp is dependent on everyone's individual contribution.

Work together with all the other dorm leaders, cooperating in the overall program of the camp. Avoid forming cliques among dorm leaders. Try to become friends with cooks, maintenance people and other staff members, encouraging them daily. When you see the director doing an especially good job, tell him so - it'll help him do even better tomorrow.

**Homesick camper** – Help campers become well-acquainted with their dorm mates; provide opportunities to show abilities and talents; take personal interest in them and let them know it; assign him special jobs to do.

**Camper not handling camp and cabin responsibilities** – Divide responsibilities evenly between your campers; set the example by doing your share; compliment campers on a job well done; appeal to their sense of justice, fair play and team spirit.

**A rebellious camper** – Love and prayer are the key. Enforce the camp rules in love; try to be a friend; when encountering a very serious situation, lead the camper to seek help from his pastor, youth pastor, and parents.

**Cabin members forming cliques and excluding others** – Help campers realize that new friends are always worthwhile; promote group activities; use cliques to your advantage.

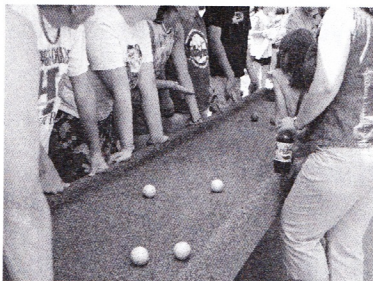
**Camper is caught with or turns in illegal drugs, firecrackers, tobacco, or other paraphernalia** – If they are turning these things in, do not condemn. Please notify the camp director and/or the dean and turn the paraphernalia over to them. If they are caught with such paraphernalia: 1) notify the director and/or coordinator. 2) love the camper and ask God to do a mighty work in his life.

**\*\*Do not broadcast such events, even to other staff or campers. Leave it in the hands of the director and/or dean.**



## [ Section B - Dealing With Problems ]

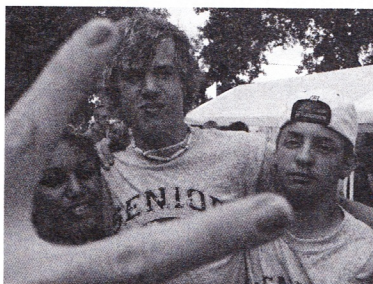
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**Camper is not participating in camp program** – Be an enthusiastic example of involvement. Enforce the camp program. It is your responsibility to have your campers in the proper place at the proper time.

**Misconduct in chapel and altar services** – Please sit with the young people – spread yourselves throughout the chapel. A gentle word of instruction (in love) usually takes care of difficulties like: excessive male-female contact, talking, etc.

## [ Section B - Discipline Tips ]



A youth leader cannot effectively discipline someone he does not know. Again, a sufficient number of caring leaders who initiate relationships can prevent many problems before they erupt. The leader who is afraid of trouble, or who tries to crush it to prove his or her power, is courting disaster.

When correction becomes necessary, we need to proceed with caution. A lot is at stake. We are walking into the eye of the hurricane, and it is our earnest prayer that we all weather the storm and, together, make it through to the sunnier side. Instead of making suggestions, I offer the following, rather inflexible, rules:

1. First, determine that the individual or the group is being injured by the episode; be sure that it is not simply a problem or irritation for you.
2. Make it a private matter. Never (except in a desperate emergency) rebuke a teenager in front of others.
3. Practice confidentiality.
4. Do not presume to understand another person's motives; share your observation of his or her behavior (it is useless to complain about attitude – that is too speculative and vague) and ask the individual in an even, non-accusatory tone, to explain the incident, for instance, "You seemed to be bored (or uncomfortable or angry) today with camp – what's going on?"
5. In a literal or figurative manner, put your arm around the person creating the difficulty; be certain that a reprimand is not taken as rejection.
6. Check back in a few hours with the person you have challenged. When the initial sting from your verbal slap has subsided (no matter how nicely you say it, the person will recoil to some extent and feel badly), do not allow a distance to grow between you.





### General Instructions

Altar calls are a very important part of each evening service. This is a time when the youth are given an opportunity to respond to the moving of the Holy Spirit. It is a time set aside when they can encounter God. Our major role is to assist by leading and directing the camper in prayer. To do this, ask the camper why they have come forward. Begin to pray as the Spirit leads you for their need.

### Salvation

We must realize that the salvation process is based upon scripture. Here are some important scriptures.

- 1) God loves you and wants you to love Him. John 3:16; Romans 5:8
- 2) You are a sinner. There must be a penalty for sin. Rom 3:23 & 6:23; Hebrews 9:27
- 3) God took the penalty for sin. God's provision was Jesus Christ. John 3:16; Romans 5:8
- 4) You must respond and receive God's gift. John 1:12; 1 John 1:9

A prayer of salvation should include admitting sins, asking for forgiveness, inviting Jesus to recreate their life and submitting to the Lordship of Jesus.

### Healing

Many young people will respond because they will need healing for physical, emotional and spiritual needs. It is important to know what you are praying for. Be sensitive, listen and give encouragement. Pray earnestly for the Lord to deliver them. Allow the Spirit to lead you and do His work of healing. Rejoice and praise God for His work.

### Baptism in the Holy Spirit

Remember the Holy Spirit has already come into their lives at salvation. The Baptism in the Holy Spirit is the releasing of His power for both a deeper walk with the Lord and for dynamic Christian service.

- Offer a few instructions to the camper before praying.
- Encourage the camper to worship the Lord prior to praying for them.
- When you feel it is the appropriate time, lay your hands on the young person inviting the Lord to baptize them in the Holy Spirit.
- When you sense the Holy Spirit is moving upon them, encourage them to allow the Spirit to pray through them. Do not have them repeat after you certain syllables. Do not overwhelm them by the loudness of your own praise in tongues.
- Don't be afraid to rest awhile and go back to prayer.





### Other

Some young people will come forward because God is calling them into some form of full-time or part-time Christian service.

Some young people will come forward and not know why. Give them as much help as possible.

- Get help from a pastor or youth pastor if you get in over your head.
- Listen carefully to the instructions given by the camp speaker. This will prevent confusion around the altar.
- In cases of physical, emotional and/or sexual abuse, pray for God's healing to begin in their lives that night and then refer them to the Camp Director or Camp Coordinator so that proper legal procedures can be followed. Do not act shocked. Do not counsel them or attempt to get all the details.





### Monday

- Registration begins at 1:00pm.
- Dorm Leaders - begin meeting your campers and help them get settled in their room.
- Camp Picture (Uth Camps) - 3:00pm
- Staff Orientation/ Total Camp Orientation - 3:00pm in Ackerman.
- Dorm groups meet at 5:30pm to continue getting to know each other. Fill out the "My Campers" form during this time.
- Dinner is served from 6-7:30pm. We're asking all dorm leaders to eat with their campers during the evening meals.
- If you have kitchen duty, you eat when the staff eats. Be sure to check the kitchen duty chart for your assignment(s).
- Prayer time (to prepare for the evening service) is from 7:30-8pm.
- Monday night, team groups will be given an opportunity to get together and meet each other. They will need to come up with a group name at this time. Later in the week, they will make their nominations for Camp Personalities.
- Resource booklets are available from the Camp Coordinator.
- Some nights we may have a Late Night activity planned. These will not interfere with our service time. We want God to have His way with our youth in the service and altar time with out any distractions.

### Tuesday

- Dorm Leaders - clean your rooms before the Coffee Hour. (Supplies are in supply closet.)
- Coffee Hour and Take 5 are optional.
- All staff, including Dorm Leaders, must eat from 10:00-10:45am. Our staff meets during the brunch hour 10:45-11:45am. Camper's brunch will begin at 10:30am. Mail Call will take place at this time.
- Blitz (noon) lasts for 1 hour in the Tabernacle. This is free time for Dorm Leaders. Please have your campers in Tabernacle prior to your free time.
- Afternoon recreation begins promptly at 1:00pm.
- Free/Rec Time begin at 2:30pm. This is a time to be involved with your campers.
- Prayer time (to prepare for the evening service) is from 6:00-6:30pm.
- Service begins at 6:30pm followed by a BBQ and Late Night.

### Wednesday

- Same schedule as Tuesday with following exception. Dinner begins at 5:00pm for Staff. Prayer is at 7:00pm and service begins at 7:30pm.
- Dorm Leaders - fill out your "Camper Follow-up" forms daily. Camp Personalities nominations will be presented prior to the evening service.

### Thursday

- Same schedule as Wednesday.
- Camp Personalities will be awarded this night.



## Section C - An Overview Of The Week

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### Friday

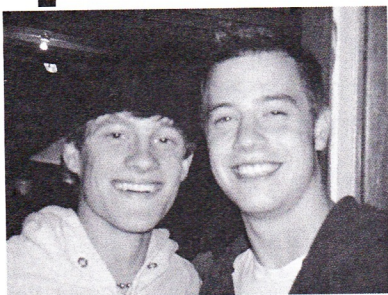
- We will eat breakfast today instead of a later brunch.
- Dorm Leaders - it is very important that you get your room "sterile" clean by breakfast - rooms need to be emptied by 9 AM.
- Following breakfast, get a trash bag for your dorm group for camp clean-up.
- Other staff will have clean-up assignments.
- Everyone must have a Go-Tag to leave camp. The Camp Caretaker gives out Go-Tags when your room has passed inspection.
- Turn in your camp evaluation, all camp keys, walkie-talkies, and your camper follow-up information at breakfast.

## Section C - Staff Policies



1. **APPEARANCE** – When in a service relationship, you should dress in a clean and neat manner. Health regulations require shirts and shoes be worn at all times. Evening services will require your nicest casual clothes.
2. **AUTHORITY** – The camp director has final authority over all personnel and activities on the grounds. In his/her absence, this authority is automatically delegated to the camp dean. Further delegation of authority may be assigned at times, and will be communicated at staff meetings.
3. **CHURCH ATTENDANCE** – Each staff member who stays on the campground over the week end is expected to attend the morning worship service at a local church.
4. **CLEAN GROUNDS** – This is a never-ending effort by all leaders. If a camper/staff member sees another throw litter down, he may claim one of what was originally in the cup or wrapper at the litterer's expense.
5. **CLEANLINESS** – Your person and your accommodations should be neat and as clean as possible at all times. Your room will be inspected regularly and a formal check made once each day.
6. **COMMUNICATION** – Check the bulletin board frequently, listen to all announcements, and attend your staff meetings.
7. **CURFEW** – (With the exception of dorm leaders who are already in their rooms.) All staff members should be in their rooms at Lights Out time for the campers. Staff lights must be out 30 minutes later. Please be considerate of other staff members. Some must rise early to work in the kitchen. Security needs to sleep late in the morning.





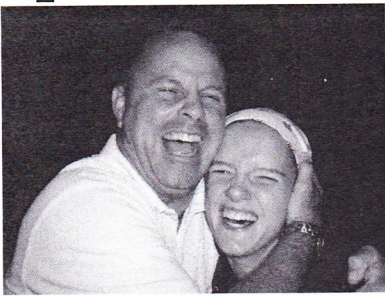
8. **DATING** – You are here to serve the campers. A minimum of social contact will be permitted. **NO DATES WITH CAMPERS ARE PERMITTED.** Dismissal will follow the first offense. No dating is permitted between staff members. No couples will leave the grounds together for any reason. Refrain from physical contact (holding hands, hugging, kissing, etc.) with the opposite sex.
9. **DEVOTIONAL LIFE** – In addition to required staff prayer, you are urged to develop your own prayer times. The extra demands placed upon you at camp make this difficult, but try to get away when you have a break.
10. **DISCIPLINE** – Each dorm leader is directly responsible for the campers under his/her care. Discipline is to be expressed only in these direct relationships, unless it is a matter of immediate health, safety or morality. Immediately after the incident, the staff member should report it, both to his supervisor, and to the one who would normally have taken the action.
11. **DISMISSAL** – Upon sufficient complaint by your supervisor, the director may dismiss you without any advance notice of termination.
12. **EMERGENCIES** – See instruction sheet on emergency procedures.
13. **EQUIPMENT** – Tools, keys and supplies will be checked out to staff members for their use and must be returned by them.
14. **FIRES** – No open flame is permitted, except in program activities, under supervision, in designated sites (this includes all lighters, candles, matches, etc.).
15. **FOOD** – No food is permitted in dorm rooms. Eating and drinking utensils should not be taken from the Dining Hall. Dorm parties are discouraged.
16. **KITCHEN** – No one is permitted in the kitchen unless on duty there. Kitchen food supplies are off limits to all staff members. Extra food and snacks are available at the popstand.
17. **LIGHTS** – The last person leaving a building is to close the door and turn the lights off. This is the responsibility of the dorm leaders in the dorms, or whoever is in charge of the activity in the building.
18. **MINISTRY TIMES** – Except for altar times in the Tabernacle, staff members should not have one-on-one ministry times with those of the opposite sex.
19. **OFF GROUNDS** – If supplies are needed, the camp dean goes to town twice daily and will purchase any necessary items for you. Staff members may leave grounds only after consulting with the camp director. If you cannot be back at the given time, please phone.
20. **OFF LIMITS** – Guys rooms are off limits to girls and vice versa, at all times.





21. **POPSTAND** – The popstand is locked and unlocked by the popstand manager. Only authorized personnel are allowed behind the counter. No free snacks are to be given to any staff except as awards, accompanied by camp coupons.
22. **POPSTAND COUPONS** – A number of popstand coupons for designated items will be given to all staff members at the beginning of camp. Coupons are to be used by staff members only. Please do not ask for special privileges or substitutions.
23. **RECORDS** – Various staff members (directors/managers) are responsible to keep records necessary to do their job. These will be periodically reviewed, and at the end of the service period, shall be turned in to the area coordinator.
24. **ROOM CHECK-OUT** – At the conclusion of a camp, the dorm leader is responsible to see that the dorm is cleaned, all needed repairs are reported, and all lost and found items are labeled and brought to the “lost and found” table in the dining hall. The camp caretaker checks the room and locks it. It will only be opened for the next camp when it is unlocked and turned over to an incoming dorm leader in readiness for the new camp.
25. **SAFETY** – Do not take risks in any case. If you are injured, report immediately to the nurse for care. In case of illness, she can request your supervisor to excuse you by the day.
26. **SECURITY** – Camp security will be maintained on a 24-hour a day basis. During evening services, at least two people shall patrol the campgrounds. Following lights out, there shall be two to four people on duty. Report any suspicious activity or strangers to the camp dean immediately.
27. **STAFF MEETINGS** – Attendance is required unless previously excused because of illness or duties. Meetings will be scheduled by the camp director and/or your supervisor.
28. **SWIMMING POOL** – Pool regulations apply at all times to all persons. Staff must abide by these. Special staff swims may be held with the recreation director’s approval, when they don’t conflict with campers. The lifeguard must always be in charge and lock the pool at the end of its use.
29. **TELEPHONE** – No personal or long-distance calls are to be made from the camp phone. A pay phone is located in the multi-purpose building for staff convenience.
30. **VEHICLE** – (Your personal) All vehicles are to be parked (and locked) in designated parking areas. These must remain unoccupied throughout the camp, and are to be moved, entered/used, only with permission from the director.
31. **VISITORS** – Staff shall have no visitors on site, unless cleared with the camp director beforehand.





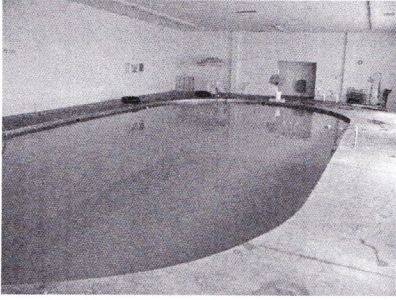
These are posted in various buildings throughout the campground. Dorm leaders should see that your group understands and obeys them. Do not be a legalist. Enforce the spirit of the law.

1. To avoid getting hit by a car, train or airplane, bitten by the neighbor's dog, being sent home or attacked by a transient weirdo, stay within the boundary lines of the camp.
2. As you probably noticed, we house guys and girls in separate rooms. Just so you aren't confused about this, don't go near the dorm rooms of the opposite sex. If you happen to be found in one of these off-limits rooms the next room you will see will be your own...at home.
3. Contact between the opposite sex is not allowed unless it happens to be your spouse. No PDA! This includes no hand-holding, hiplocks, liplocks or other wrestling holds.
4. Casual clothing may be worn at all times except evening services. Your nicest casual clothes will be acceptable for the evening services. Shirts and shoes should be on your body at all times. Short shorts, halter and spaghetti strap tops, mini-skirts, fishnet tops, strapless and spaghetti strap dresses should not be on your body at anytime.
5. Swimsuits will be worn in the pool area only. Please wear clothes over your suit when outside the pool area.
6. Do not assault another person with water balloons, pillows, towels or shaving cream, even if you don't like the way they look.
7. The possession or use of drugs, alcohol, tobacco or fireworks will get you in big trouble and is reason enough to send you home immediately.
8. Feel free to have refreshments anywhere on the grounds except: Tabernacle, Multi-Purpose building or your dorms.
9. If you break it, you pay for it. If something is broke in a dorm room everyone in the room will cover the cost to have fixed. We would rather have your money spent at the popstand.
10. Contrary to rumor, the ground squirrels do not eat litter, so please put it in the nearest trash container.
11. Need to call home for some reason? Use the pay phone in the Multi-Purpose building.
12. Unless you have permission from the camp coordinator, park your car on Monday and don't plan on moving it until Friday. Feel the need for speed? Check out the go-carts.



## Section C - Swimming Pool Rules

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1. No running in the locker rooms or pool area.
2. No diving in the shallow end of the pool.
3. No food, candy or drink in the locker room or pool area.
4. No jewelry in the pool.
5. No one is to enter the pool without permission of a lifeguard.
6. No holding, pulling or sitting on the rope.
7. No throwing, pushing or dunking people.
8. Decision of the lifeguard is final.

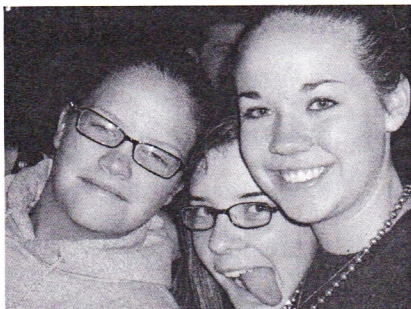
## Section C - Go Carts / Track Rules



### Ride at your own risk

1. Drivers must be at least 52" tall.
2. Riders must be at least 3 years old.
3. Riders can be a passenger in the two-seat carts with a driver at least 18 years or older.
4. Intentional bumping or wreckless driving will not be allowed. Drivers will be asked to leave the track.
5. Only camp designated personnel and those driving/riding the available carts allowed inside the fence.
6. Drivers/riders must remain in the carts until all carts have come to a complete stop.
7. Hands and feet should be kept inside the cart at all times. No standing on the carts will be allowed.
8. Absolutely no riding of the carts without proper camp supervision.





Cleaning supplies are located in the following areas:

**KING DORM** - in the shed on the East end of King dorm.

**ROLL INN** - Vacuums and plastic bags in the furnace room, the un-numbered middle rooms. Cleaning supplies are located in the vanities of each room.

**DICKINSON** - in the room east of room 9.

**ACKERMAN** - downstairs, in the janitor closet under the stairs — upstairs, in the closet next to dorm number 5. Motel rooms have their own cleaning supplies.

**TABERNACLE** - in the white cabinets in both men's and women's bathrooms. Supplies are also located under the stairs in the Southwest classroom.

**POOL** - in the front entry area.

Supplies include:

- Glass cleaner
- Toilet bowl cleaner
- Sanitizer for sink and toilet
- Paper towels
- Small trash can bags for rooms
- Large trash can bags for hall or outside cans
- 2 vacuums in each cleaning area — do not take vacuums from other buildings or areas and do not leave it in your room, please return to supply area
- Brooms and mops — 2 each up and down in Ackerman; 4 each for Roll; 1 each in the Tabernacle bathrooms

## CLEANING PROCEDURE FOR FRIDAY “GO”

### DORMS ROOMS

1. Please use sanitizing cleaner and paper towels to clean the sinks, toilet seats, toilet rim and out side of the toilet; including the foot of the toilet near the floor, and the tank lid.
2. Use sanitizer to clean the sinks, including around the fixtures and the fixtures themselves, be sure all toothpaste, makeup, and other foreign matter is cleaned off and out of sinks.
3. Use sanitizer and paper towels to clean the showers, including the fixtures, walls, floor, and all of the bathtub. Be sure all hair is removed.
4. Use window cleaner to clean mirrors, window, or spots on the furniture.





5. Use window cleaner to clean inside and outside of shower doors.
6. Sweep bathroom floors thoroughly, be sure there is no hair or toilet paper on floor.
7. Mop bathroom floors thoroughly, be sure there is no hair left on floor.
8. Check under mattresses for clothes, candy wrappers, notes, etc.
9. Check all drawers and shelves and under beds.
10. Take drawers out of bunks in Ackerman and clean out under the beds and check for lost items.
11. Empty trash cans and wipe out can with sanitizer before replacing liner.
12. Vacuum thoroughly.
13. Return all cleaning supplies NEATLY to storage areas.
14. Take trash to gray bin behind the Dining Hall.
15. Trash cans outside the Dining Hall must be emptied and bag replaced daily.

\*Items most often left at camp: towels, swimming suit, Bible and pillow.

### TABERNACLE

All trash in the Tabernacle sanctuary, including chairs, floor, stage area, nursery, etc. needs to be picked up. Obvious floor messes or dirt need to be taken care of. Entry way needs to be cleared of trash and vacuumed, water fountain wiped with sanitizer located in bathrooms. Bathrooms should be cleaned thoroughly and all trash emptied. It is very helpful to have this checked AFTER the last service to be sure things are left neat.

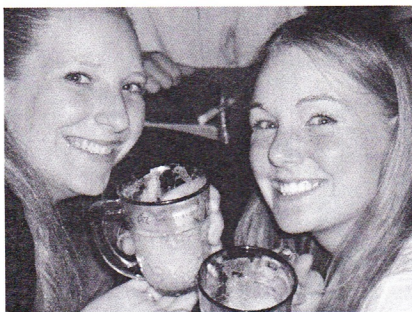
### RECREATION BUILDING

- Bathrooms cleaned thoroughly, floors (including shower area) scrubbed, trash emptied.
- Upstairs classrooms checked for trash, trash emptied, tables wiped, chairs organized, and floor vacuumed. Stairs need to be swept or vacuumed. (Vacuums in upstairs closet.)
- Gym cleared of trash, equipment organized and returned to storage, and floor swept.
- Entry way vacuumed, drinking fountain wiped with sanitizer, trash emptied, mats vacuumed, and windows in doors washed.



## [ Section C - Campground & Dorm Cleaning ]

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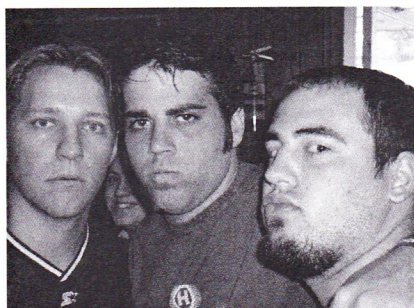
### CLASSROOMS - Teachers

Teachers are responsible for keeping the classroom clean each day and a complete cleaning after the last class Thursday. Please vacuum floors, empty trash and replace liner, rearrange chairs, clean chalkboards, etc. Some rooms may need to be locked during the day and night after your class is finished. Check with Mel about this.

Please do not use the dining hall for lunch on Friday—it has been cleaned for the next camp.

**THANK YOU!!!! FOR HELPING KEEP THIS A CLEAN AND HOSPITABLE CAMPUS.**

## [ Section C - Hints For Room Inspection ]



The following 6 items will be inspected and graded in each of your rooms and on the grounds around the room. Here are some suggestions which should help you have a successful inspection.

**BUNKS** Are the sleeping bags or blankets pulled smooth?  
No strings hanging out.

**GEAR** Is the gear arranged in neat order? Is the damp towel and wash cloth hanging on the back of the bunk? Are clothes hung up neatly?

**SHOES** Is the footgear in line with the bedpost? Do all shoes have the toes pointing to the center of the room? Are all the shoe laces tucked in or tied in a bow? Have the shoes been dusted?

**CLEANLINESS** Have ledges, shelves and window sills been dusted? Does the room smell fresh or like a locker room?

**FLOOR** Is the floor clean? (Check around the bedposts!)

**GROUND**S You are also responsible for the appearance of the outside of your room and the grounds around it. Be sure all litter has been picked up. Do the room and grounds look like a pleasant place to live?



# [ Section C - Sample Room Inspection Form ]

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## SAMPLE ROOM INSPECTION FORM

Dorm Leader \_\_\_\_\_

Dorm Room # \_\_\_\_\_

Grade Key: 1 = Above average 2 = Satisfactory 3 = Improvement needed

### OUTSIDE ROOM

1. Cleanliness around room
2. All stray trash picked up
3. Towels/suits hung neatly

TUES

WED

THUR

_____	_____	_____
_____	_____	_____
_____	_____	_____

### INSIDE ROOM

1. Overall cleanliness
2. Suitcases straight
3. Floors swept
4. All litter taken out

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

### BED & CLOTHING

1. Mattresses straight
2. Bedding arranged neatly
3. Personal belongings
4. Clothing neatly on hangers
5. Shoes lined up
6. Towels in neat order

_____	_____	_____
_____	_____	_____
_____	_____	_____
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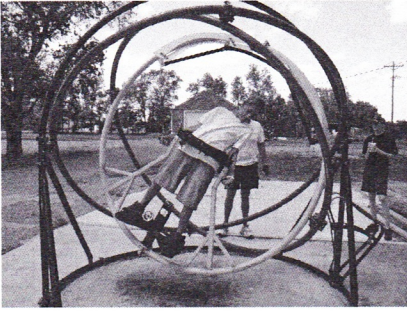
### CREATIVITY

_____	_____	_____
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### ROOM GRADE FOR THE DAY

_____	_____	_____
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How you handle an emergency situation will have a significant impact on how your campers respond. The most important rule in every emergency is to remain calm and keep your group calm. Please follow the guidelines below when dealing with potential emergencies:

### ACCIDENTS OR HEALTH CONCERNS

1. Any type of accident or sickness involving a camper and/or staff person should be reported to the camp nurse immediately. Do not attempt to diagnose the injury or sickness yourself. If an individual was witness to the accident they should also accompany you to the nurse. They will need to fill out an accident report.
2. Regardless of the severity of the sickness, accident or injury, the Camp Nurse should be consulted immediately.
3. The Camp Nurse is to complete an Accident/Incident Form for every treated and untreated accident/injury. Once this form is completed, one copy is to be kept with the camper's application.
4. In the event of a serious injury (bone fracture, etc.), do not move the injured party and do not leave injured party alone.

### NURSE INFORMATION

The Nurse's Station is located in Ackerman on the ground floor. Check with your campers for any medical concerns you need to be aware of. Please note the following guidelines when dealing with medications and first aid:

1. Dorm Leaders should double-check campers to see if they have any medication with them. Campers must bring all medication to the nurse. **No medication is to be kept by the camper.**
2. Campers should never go to the nurse after lights out without a staff member.
3. No camper is to lie in bed unsupervised without the nurse being aware. If ill, have the camper report to the nurse.
4. A sign will be placed on the door of the Nurse's Station advising where to locate the nurse.
5. Staff are not to administer any medication, including aspirin, etc. All medications must be taken in the presence of the nurse.
6. Staff **MUST NOT** suggest medical treatment to the campers. This is the responsibility of the nurse.





### **TORNADOS**

Each group will be notified by Security or a PA announcement when we are under either a Tornado Watch or a Tornado Warning. When the camp is placed under a Tornado Warning, the following procedures need to be followed:

**Ackerman & King** – Those housed in Ackerman and King dorms should go to the downstairs hallways of Ackerman, sit down on the floor and cover their heads. King campers may also use Multi-purpose building.

**Roll Inn, Dickinson** – Those housed in Roll Inn and Dickinson dorms should go into the hallway of Dickinson, sit down on the floor and cover their heads.

**Multi-Purpose Building** – Those housed in the multi-purpose building should go to the restrooms, sit down on the floor and cover their heads.

The dining hall will become headquarters for communication with the Sheriff's office and the Highway Patrol. An "all clear" will come either through camp Security or over the PA system.

### **EVACUATIONS**

In case a train derails and toxic materials are exposed, endangering the health of our campers, we will be evacuated into Lexington. We will use the buses on the campground and transport the campers to either the High School or Calvary Assembly of God.

### **FIRES**

Don't open doors that feel hot. Proceed as quickly and as orderly as possible to the nearest exit and vacate the building. If you are in smoke, stay near the floor. Smoke rises while fresher air remains near the floor.

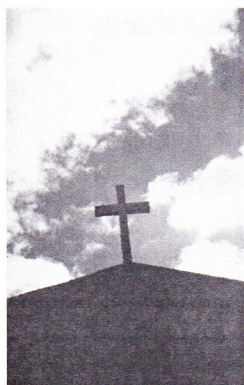
If you are at the scene of a fire, evacuate everyone nearby and notify camp staff; rescue anyone in immediate danger; contain the fire if it can be contained. If not, let the fire department handle it.

### **BOMB & OTHER MASS THREAT**

Follow the directions given by the Camp Director and Deans.



### Dealing With Child Abuse



#### WHAT IS ABUSE?

Abuse or neglect are both to be reported under the Nebraska State Statutes.

Abuse or neglect are defined in Nebraska Revised Statutes Section 28-710 (3) as follows:

“(3) Abuse or neglect shall mean knowingly, intentionally, or negligently causing or permitting a minor child to be: (a) placed in a situation that endangers his or her life or physical or mental health; (b) cruelly confined or cruelly punished; (c) deprived of necessary food, clothing, shelter, or care; (d) left unattended in a motor

vehicle if such minor child is six years of age or younger; (e) sexually abused; or (f) sexually exploited by allowing, encouraging, or forcing such person to solicit for or engage in prostitution, debauchery, public indecency, or obscene or pornographic photography, films, or depictions.”

Child abuse may be physical, verbal, emotional or sexual.

Nebraska law defines minors as all unmarried persons under the age of 19 years. The terms children and minors are used interchangeably in this handbook.

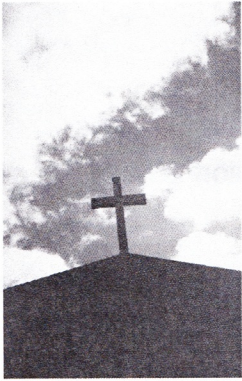
#### COMMON SIGNS OF CHILD ABUSE

The following information lists some common behavioral or physical characteristics of children who have been abused. This information is given for the purpose of understanding and ministering to campers and not to send staff members on an over-zealous mission of abuse case identification. Any one of these factors alone does not necessarily indicate abuse. They may be general indicators of stress in young people. Several indicators together or severe or pervasive behaviors may indicate abuse and warrant exploration of the problem. While many of these signs are not readily seen in a camp setting where you are with the child for a limited period of time, there are still signals that may trigger your attention while ministering to the campers. These are:

1. Physical injuries: bruises and welts anywhere — often resembling shapes and designs, i.e., belt buckle, electric cords, spoons; burns — often resembling cigarette burn patterns, electric elements of utensils, water scalds or immersion burns; rope burns — usually found on the neck, arms, legs or torso; lacerations to mouth, lips, eyes.
2. Neglected appearance — neglected children often are badly nourished, inadequately clothed; are left alone or are wandering at all hours; always seem as if no body cares. (Sometimes though, extreme neatness may also be a sign of abuse.)



### Dealing With Child Abuse



3. Disruptive behavior — very aggressive, negative behavior constantly repeated can signal a desperate need for attention and help.
4. Passive, withdrawn behavior — when children are excessively shy and friendless, it may indicate that there are serious problems at home.
5. Parents who are “super-critical.” Critical parents who discipline their children frequently and severely may begin to abuse when their unrealistic standards are not met.
6. Families that are extremely isolated — parents who don’t share in school or community activities and resent friendly contacts, may be distrustful of people, afraid of their help.
7. Reluctance to undress in front of others.
8. Knowledge of sexual acts and terminology inappropriate to age or developmental stage.
9. Extreme avoidance of touch and wary of adult contact.
10. Fear of returning home.

### ABUSE REPORTING REQUIREMENTS

Nebraska Revised Statutes, Section 28-711 (1) sets forth the following requirements for reporting suspected abuse or neglect.:

“(1) When any physician, medical institution, nurse, school employee, social worker, **or other person** has reasonable cause to believe that a child has been subjected to abuse or neglect or observes such child being subjected to conditions or circumstances which reasonably would result in abuse or neglect, **he or she shall report such incident or cause a report to be made** to the proper law enforcement agency or to the department on the toll-free number established by subsection (2) of this section. Such report may be made orally by telephone with the caller giving his or her name and address, shall be followed by a written report, and to the extent available shall contain the address and age of the abused or neglected child, the address of the person or persons having custody of the abused or neglected child, the nature and extent of the abuse or neglect or the conditions and circumstances which would reasonably result in such abuse or neglect, and evidence of previous abuse or neglect including the nature and extent, and any other information which in the opinion of the person may be helpful in establishing the cause of such abuse or neglect and the identity of the perpetrator or perpetrators. Law enforcement agencies receiving any reports of abuse or neglect under this subsection shall notify the state central register on the next working day by phone or mail.”



### Dealing With Child Abuse



People making a report or participating in an investigation are immune from any civil or criminal liability that might otherwise be incurred or imposed, except for maliciously false statements.

Any person who willfully fails to make any report as required by these sections may be subject to civil liability and is also guilty of a Class III misdemeanor. Punishment for a Class III misdemeanor may be up to three months in jail, up to \$500 fine or both. Money damages in civil liability can soar into the thousands.

#### YOUR RESPONSE TO ABUSE INFORMATION

**With any ongoing abuse of any type, your first step as a camp staff person is to contact and inform the Camp Director immediately. He will make sure the correct procedures are followed.**

1. **Be a good listener.** You cannot make a determination of truth, however you need to be aware of everything they do say.
2. **Don't deny the problem.** Believe the child, no matter how hard it is. (Even if the child made up the incident, help is probably needed.) As a general rule, children do not lie about being abused, especially sexual abuse.
3. **Keep your hands off.** Any person, regardless of age, when he/she has been abused, becomes wary of any person reaching out to them in a caring way. When faced with the disclosure that a child has been abused, it is vital to respect the victim. Understand this person has been violated already, and even though your intention may have been to comfort, you could be violating the person again. This theory is especially true when dealing with a sexually abused person. This victim has already been stripped of the basic dignities and to not be given the option of being in close physical proximity to a person is a violation again. Once a disclosure is made, always ask permission before you reach out to touch his/her hand. In respecting the victim, you will gain trust and opportunities to minister to him/her. Example: "Could I hold your hand and pray?" "If you are ever feeling you would like a friend and need some comfort, I'll hold your hand if you want and pray for you."
4. **Be shock proof.** Control your emotions. When disclosure is made, avoid showing shock or disgust. This reaction only reaffirms the victim's pain and horror of the experience. Don't show disapproval of the offender or make judgments about the victim. It is generally rare for a child to lie about abuse, especially sexual abuse.



## **Dealing With Child Abuse**



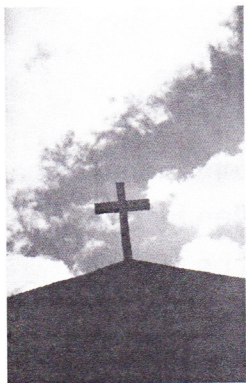
5. **Dump your own garbage.** If you have been a victim of any abuse in your life, leave the garbage of your own experiences at home. Any victim who has failed to seek help in dealing with his/her own abuse, and has not learned to forgive and let go, can affect another victim in how he/she will deal with his/her abuse. It is not the time to share your own pain when a child has made a first time disclosure of abuse, and he/she will be dealing with an investigation and interviews.
6. **Honesty.** As a Christian, you have a need and an obligation to know and accept your strengths and weaknesses. The only person expecting you to know everything about any given situation is you. Children respect honesty and can spot a phony a mile off. Due to the limited time and setting of camp, your main goal should be ministering to campers, which sometimes will require you to turn over situations to someone who is able to deal with them. This is especially true with anything to do with abuse. Unless you are trained to deal with this subject, the best thing you can do for a victim is admit your limitations. What you say to a victim will greatly affect how he/she feels about himself and how he/she deals with the abuse. A well-meaning person can cause more harm in the life of an abuse victim when making uninformed statements and giving uneducated advice.
7. **Use what God gave you.** Since you are a dorm leader at a youth camp, there must be a love for youth in your life. You are not going to solve their problems, but you can guide them to the source of healing and love that will never fail them. Abused children don't believe that God could really love them, or that the pain will ever go away. Tears make a wonderful pillow for the heart, and like an onion, every layer you peel away, a little more healing will take place. Encourage altar time, spend time on your knees as often as possible. Be encouraged every time a camper is at the altar, because we can never know the condition of his/her heart and life and what his/her need is from the Lord.

### **ABUSE MINISTRY**

1. **Assure the victim he/she is not alone.** According to the January 1997 issue of Journal of College Students at the University of Nebraska, 50.9% of the students surveyed reported at least one "act of victimization" (abuse) from their mothers and 31.6% from their fathers.  
*Psalm 27:10 - When my father and mother forsake me, then the Lord will take care of me.*



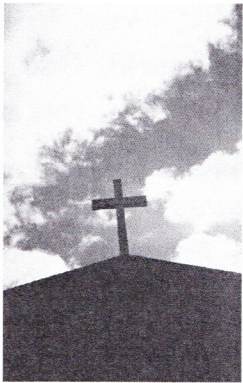
### Dealing With Child Abuse



2. **Bad things happen to good people because of sin in the world.** God made everyone with the ability to choose between right and wrong. This is the same choice we have when we choose how we will deal with the bad things that happen in our lives. *Psalm 55:22 - Cast your cares on the Lord and He will sustain you: He will never let the righteous fall. Proverbs 3:5-6 "Trust in the Lord with all your heart and lean not on your own understanding, in all your ways acknowledge Him, and He will make your path straight."*
3. **Being a Christian doesn't always mean nothing bad will ever happen to you again.** It does mean that you will have a source of strength and comfort to help you go through those situations. *Jeremiah 29:11 - For I know the plans I have for you, says the Lord. They are plans for good and not for evil, to give you a future and a hope. II Corinthians 12:9 - But He said to me, "My grace is sufficient for you, for my power is made perfect in weakness."*
4. **It was never God's plan for anyone to abuse you.** God did not make some people better than others, and He doesn't love you less. *I Corinthians 3:17 - If anyone destroys God's temple, God will destroy him. For God's temple is sacred, and you are that temple.*
5. **Nothing you ever did caused you to be abused.** NO MATTER WHAT — it was not your fault.
6. **People who abuse other people have problems.** They need help and prayer.
7. **It can no longer be kept a secret.** Families don't have secrets that hurt. When you tell about abuse, it takes away its power and starts the process of healing. Help the victim understand that he/she needs to do everything he can to stop it, which may mean that he/she may have to go to court, etc.
8. **You have no reason to feel ashamed or dirty** if people know you've been hurt. What people do to you or think of you will not change how awesome you are or what God made of you. Positive affirmation: repeat to yourself over and over, "No matter what you say or do to me, I am still a worthwhile person." Teach him/her that he/she is special to God. Use scriptures such as *Psalm 139*.
9. **The pain will go away and you will heal.** *Psalm 126:5 - Those who sow in tears will reap with songs of joy. Jeremiah 30:17 - But I will restore you to health and heal your wounds.*
10. **Teach them that they have the right to say NO.**
11. **Teach them about right and wrong kinds of touch.**



## **Dealing With Child Abuse**



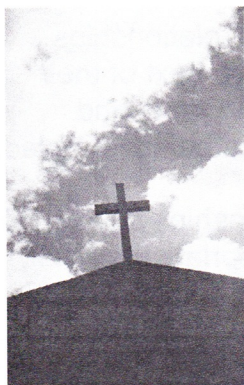
12. **Explain to them our procedures.**
13. **Healing takes time and effort.** No one should try to do it alone. Counseling is an important part of recovery. You don't have all the answers, so don't pretend that you do. Support seeking professional help and daily prayer. Pray that the spirit of the child would soften for the Lord to work in his/her life and heart. Pray that he/she will be made strong enough to do what is needed to stop the abuse. Pray for protection from harm. Pray for recovery from bitterness and pain and also forgiveness for the offender. *Ephesians 4:31 - Get rid of all bitterness, rage and anger, brawling and slander, along with every form of malice.*

### **CAMP PROCEDURES**

1. When a camp staff person becomes aware of an incident of abuse, the staff person shall immediately contact the Camp Director.
2. The staff person and the Director will fill out an Abuse Report Form. The report shall contain:
  - a. Abused child's name
  - b. Age and birth date of child
  - c. Parents/guardians names
  - d. Perpetrator's identity and, if known, address and/or phone number
  - e. Names and ages of other siblings in the home
  - f. The nature and extent of the abuse or neglect or the conditions and circumstances which would reasonably result in such abuse or neglect
  - g. Any evidence of previous abuse or neglect including the nature and extent
  - h. Any other information which, in the opinion of the Director, may be helpful in establishing the cause of such abuse or neglect.
3. The Camp Director and the Nebraska District's attorney will determine whether there are any reporting responsibilities under the Nebraska state statutes.
4. The Camp Director will make such report if necessary either to the local law enforcement agencies of the Department of Social Services where the abuse occurred or to the 800 number for child abuse reports. That number is 1-800-652-1999.
5. A follow up written report may be sent to the Department of Social Services. This may be a copy of the form filled out under step 1. A copy of this report shall be maintained in a confidential file at the Nebraska Assemblies of God District Office. The Director will also notify the District's insurance company.
6. The Director may also involve the local pastor and the parents to inform them of the situation and the action taken. If abuse is within the family, the Director will attempt to ensure the child's safety before contacting parents and/or the alleged offender.



### Dealing With Child Abuse



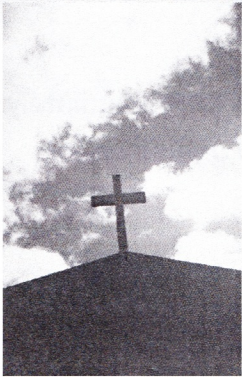
7. If the perpetrator is a camp staff person, that person shall be immediately removed from the direct contact with minors and relieved of his/her responsibilities pending a complete investigation.

#### OUR GOALS IN DEALING WITH ABUSE CASES

- Protect the victim.
- Correct the abuser.
- Restore healing and right relationships with God and those involved.







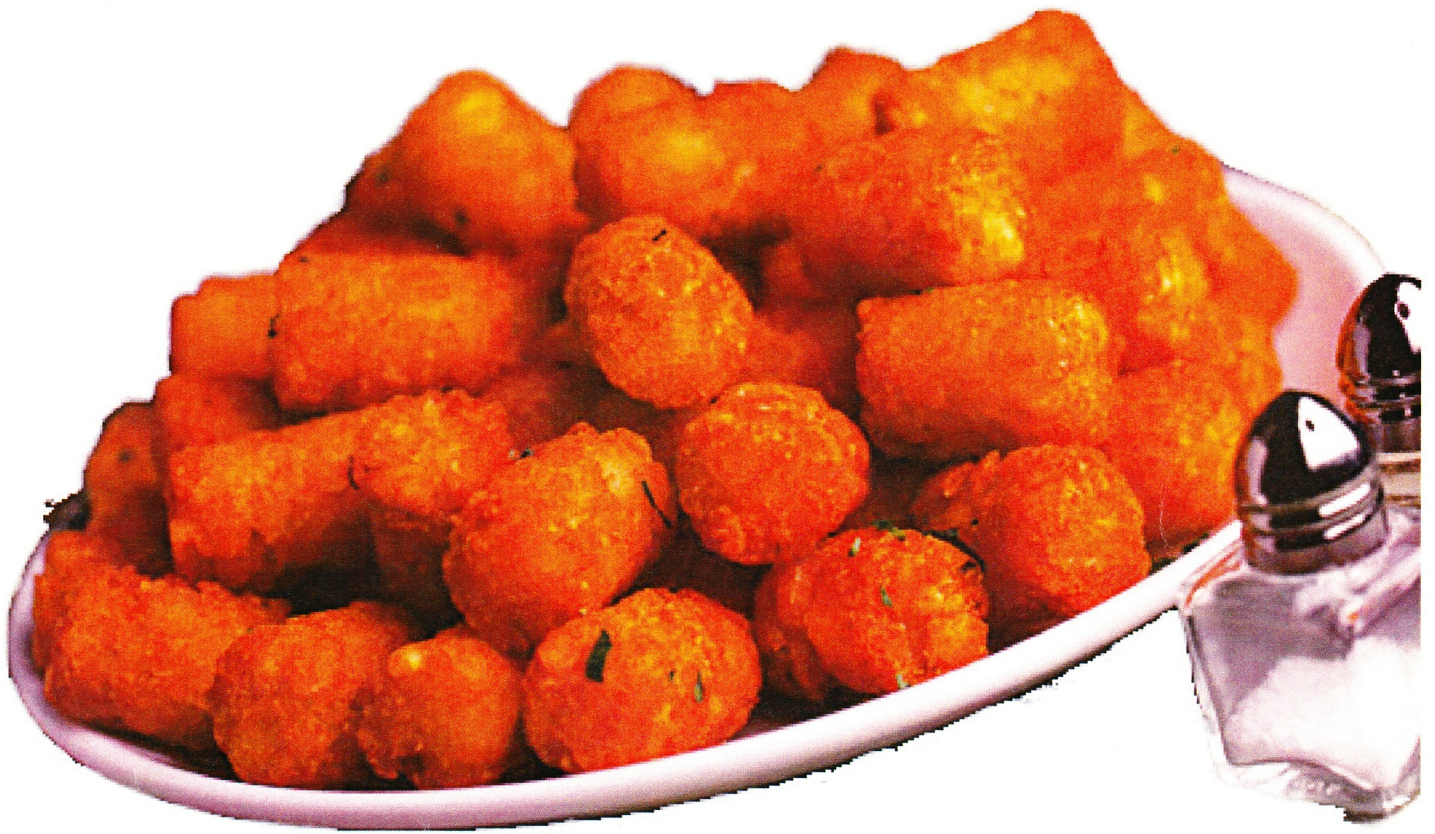
### With Campers

1. All camp staff are expected to have appropriate Christian relationships with children, adults and fellow staff members within the context of their roles as camp personnel. Relationships must maintain a correct and balanced focus, based on the approved ministry of service being provided.
2. Should a staff member lose sight of his/her role or relationship with a child, adult or fellow staff member which then becomes inappropriate behavior, destructive to the relationship and in violation of God's laws as set forth in Scripture, he/she will be suspended from all further involvement with the camping program.
3. The following behavior, by staff toward minors/campers, is considered unacceptable and will not be tolerated:
  - a. Using obscene language or gestures, or making remarks that deliberately debase, humiliate or intimidate;
  - b. Making sexual contact or inappropriate sexual suggestions;
  - c. There will be no physical discipline of children/youth. Examples of physical discipline as set forth in these guidelines include, but are not limited to, slapping and spanking.
  - d. Inappropriate personal involvement between a staff member and a child/youth outside the scope of the ministry/service being provided at camp includes:
    - 1) Activities that are unknown to camp leadership or staff;
    - 2) Arranging a non-supervised or inappropriate meeting with a child away from the camp facilities;
    - 3) Exchanging phone numbers, e-mail addresses and/or addresses with a child for the purpose of making inappropriate contact away from camp facilities or premises;
    - 4) Sharing close personal problems of a highly emotional nature with a child/youth;
    - 5) Private one-on-one counseling between members of the opposite sex;
    - 6) "Dating" between staff members and campers during camp;
    - 7) Any staff member spending a large amount of time with one particular camper to the neglect of other campers in their care.
4. Questions or concerns regarding staff members and a child or youth should be discussed with the Camp Director.









Made Ya  
**Look**  
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