

Quebec Lodge

CODE OF CONDUCT for campers and staff

RULES OF CONDUCT

Interpersonal relations

- At all times, act respectfully towards:
 - Management
 - Staff
 - Clients and participants
 - Citizens.
- Don't encourage a situation of bullying or violence through laughter, mocking, gestures or tacit acceptance.
- Allow everyone to take part in camp activities in an atmosphere of fun and collaboration.
- Show respect for the differences, strengths and limitations of everyone.
- Don't encourage inappropriate behaviour or remarks (violent, sexist, racist, etc.).

Language and communication

- Use polite, respectful language.

Dress code

- Dress decently. Clothing must be suitable for camp activities.

Resources, materials and equipment

- Take care when using or stowing all materials, equipment or facilities provided by the organization
- Notify the camp of any breakage or defect observed.
- Don't destroy or damage other people's property.

Safety and supervision

- Abide by the safety instructions provided.

5.5 CODE OF CONDUCT

Health, cleanliness and hygiene

- Don't smoke, drink or consume legal or illegal drugs.

Cell phones

- Cell phones for personal use are not permitted during working hours
- If campers have cell phone , tablets or other electronic devices they must be left in their yurts and are only to be used during free time

Role of employees who witness breaches of the code of conduct

- Identify and report any situation apparently involving abuse of power, violence, threats, fear, rejection or any situation that creates unease in the group or team.

Items not allowed at Quebec Lodge

Knives - Weapons - drugs and or alcohol - electronics - inappropriate clothing - inappropriate literature - Pets

SANCTIONS FOR BREACHES OF THE CODE OF CONDUCT

- 1.** Warning from the counsellor
- 2.** Temporary removal from activities and meeting with head teacher
- 3.** Meeting with counsellor and camp manager Parents notified
- 4.** Meeting with the camp manager and parents to draw up a plan of action aimed at a change in behaviour
- 5.** Participant is suspended in the meeting must be held between the participant, parents and camp manager before the participant can rejoin activities
- 6.** The participant is expelled from activities for the remainder of the season