



# Parent Packet

Camp Fire Membership is **\$15 per child, per semester.**

***Payment must be received for your child to attend the program.*** ♦♦

Camp Fire North Texas is not a licensed facility for children with severe or medically compromised needs.

***\*You selected One of the Following\****

**FALL ONLY** \_\_\_\_\_ **FALL & SPRING** \_\_\_\_\_ **SPRING ONLY** \_\_\_\_\_

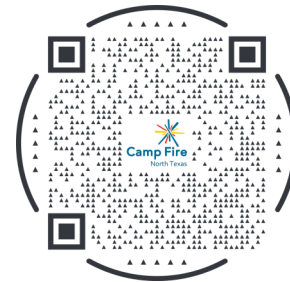


## Camp Fire North Texas Website

[campfiredtx.org](http://campfiredtx.org)

## Camp Fire North Texas Registration Site

[Camp Fire North Texas \(jumbula.com\)](http://Camp Fire North Texas (jumbula.com))



[facebook.com/CampFireNorthTexas](https://facebook.com/CampFireNorthTexas)

**Please check in on our website or on Facebook for  
program updates and any Camp Fire events**

♦♦No refunds will be given after payment is received and processed.

**Please contact the Camp Fire Office at 940-322-5209 if you have any questions.**

**CAMP FIRE OFFICE**

**2414 9th Street, Wichita Falls, TX 76301**

## **PARENTAL PERMISSION**

I give my permission that my child (or ward) become a member of Camp Fire North Texas.

I will observe the policies of the council and I will waive any claims against Camp Fire North Texas, except for claims arising from gross negligence or willful acts of the council or its agents that may arise from participation in the activities of Camp Fire North Texas. I understand that reasonable measures will be taken to safeguard the health and safety of all participants and that I will be notified as soon as possible in case of any emergency affecting my child (my ward).

In the event I cannot be reached in an emergency, I hereby authorize the calling of a physician to provide whatever emergency medical or surgical treatment is necessary.

I accept responsibility for the cost of such medical treatments. My child (or ward) has my permission to attend and participate in all Camp Fire activities at Harrell Park, including but not limited to swimming, skating, canoeing, and field trips outside of Harrell Park with proper staff supervision.

**I understand that any information relating to my child (medical, limited physical activity, return to his/her school) will be communicated to office personnel by calling 940-322-5209 **BEFORE 2:30 pm** to allow staff time to adjust schedules if needed.**

**I understand and have read all the enclosed policies for Camp Fire North Texas regarding payment, school route, van safety, and behavior expectations for myself and my child while attending the Special Services Program. I agree if I or my child do not adhere to these policies, my child can be suspended or permanently expelled from the program and any future activities associated with Camp Fire North Texas.**

***The Camp Fire North Texas programs are not licensed by the State of Texas and is not a child day care.***

I give Camp Fire North Texas, and its collaborative partners, permission to use my child's (or ward's) voice, image, or likeness, with or without using their name, for the purposes of advertising and promoting\* Camp Fire North Texas, or for other purposes deemed appropriate by Camp Fire North Texas in its reasonable discretion, except to the extent expressly prohibited by law.

\*this includes, but is not limited to, promotions/advertising through social media sites, television, websites, etc. utilizing various multimedia formats to include, but not limited to, video, live photos, still photography, etc.

**I acknowledge and have been made aware that no refunds will be allowed or given once payment has been made for the enrollment of my child.**

# CAMP FIRE SPECIAL SERVICES

## TRANSPORTATION PROCEDURE AND POLICY

Monday	Tuesday	Wednesday	Thursday	Friday
Washington	Crockett	Burgess	Washington	Milam
Southern Hills	Zundy	City View	Crockett	Cunningham
Fain	Franklin	Scotland Park		Fowler

**We return to the school at approximately 6:15 p.m. unless we have a field trip, then the time will change to 6:30 p.m.**

**Notices will be sent home the day before regarding any field trips. Children will be released from the vans when the driver verifies the parent, guardian, or emergency contact.**

**Please come to the van to pick up your child!**

We understand that parents are extremely busy. Please make every effort to pick your child up from the school. Our drivers adhere to strict safety policies and must follow all rules and regulations enforced by local law enforcement. If the van is not at your child's designated school location at 6:15 pm (6:30 pm for field trips), please know that they will arrive shortly. Delays can occur and we want to ensure that all our vans reach the schools safely.

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**Camp Fire does offer transportation assistance to those families in need, or without resources, by taking your child home. Your child will be taken to the Home Address listed on this registration form!**

**Please indicate below if you will be needing these services.**

**(you designated one of the following on the registration form)**

**NO**, my child will **NOT** need transportation home and will have a parent or guardian pick he/she up from the designated school listed above.

**YES**, my child will need transportation to the address listed on the first page of this registration form.

I acknowledge and understand that a parent, guardian, or an emergency contact must be available at the home address to receive my child. If one of the above listed is not at the location, Camp Fire North Texas staff will make all attempts to contact the listed parents/guardians or the emergency contacts to ensure the safe drop off of my child.

I have full knowledge and comprehension that if no one is at my child's designated school pickup location after 15 minutes of the Camp Fire van's arrival or at the designated home address, and Camp Fire has not received a phone call from a parent or guardian prior to the end of the program, a Camp Fire staff member will call the designated contacts to receive or pickup my child.

If all contacts have been attempted and no one is available, Camp Fire has the authority to take my child to the Children's Aid Society, located at 1101 30th Street (940-322-3141), to safely wait for a parent or guardian.

# Special Services

## Transportation Behavior Policies

To ensure the safety of all children attending the Camp Fire Day Camp Program, we ask our parents or guardians to please read our safety policies and discuss with your child the Camp Fire Rules for riding on the van to and from school and Harrell Park.

### CAMP FIRE VAN RULES

1. No Food or Drinks allowed on the van.
2. No fighting or inappropriate touching
3. No cursing or using derogatory language
4. No yelling or screaming
5. Must remain seated while the vehicle is moving
6. ALL passengers must wear a seatbelt at all times
7. No destruction or damage to the vans

### **POLICIES:**

Our Camp Fire vans are capable of transporting 12 children. The staff is trained on various safety protocols and procedures to ensure compliance and safety including but not limited to:

- All drivers must follow local speed limits and obey all traffic laws.
- Drivers are not allowed to run yellow OR red lights. (If the driver is already in motion of an intersection and the light turns yellow, the driver must continue to clear the light)
- Drivers must validate any persons picking up a child from the van with a valid drivers license or state issued ID.
- All children must have permission from a parent or guardian to receive transportation by Camp Fire.

I give my permission to Camp Fire North Texas to transport my child from the pick up location, to Harrell Park and back to the original pickup location (my child's school), to transport my child home to the designated address listed, and to transport my child for field trips.

A child's failure to adhere to the van rules will result in consequences. These consequences will be determined on an individual case by case basis and can include, but are not limited to, the following:

- 1st infraction - Phone call to parent or guardian.
- 2nd infraction - Meeting with parent or guardian to discuss child's behavior to reach a solution.
- 3rd infraction - Suspension or expulsion of the child from Camp Fire.

**The severity and outcome of the infraction will be determined by the Executive Director and can lead to an immediate suspension or expulsion from Camp Fire and all future activities.**

I understand that if my child violates any of the rules during transportation, and we have gone through all the infraction attempts to resolve behavior issues, then my child may be suspended or permanently expelled from the Camp Fire Day Camp Program and any future activities by Camp Fire North Texas.

# CAMP FIRE BEHAVIOR POLICIES

Camp Fire North Texas has a **ZERO TOLERANCE** policy for bullying. Our programs are inclusive to all children and youth and we strive to provide a safe environment for them to thrive and learn enrichment skills. We encourage all parents to partner with our Camp Fire staff by becoming involved with your child's well being to help them understand the behavior policies while attending the Special Services Program. Camp Fire understands that our staff can never replicate your role as parents, but we do want to ensure their safety while in our care. Please contact us if you ever have questions or need to speak with us regarding your child (940) 322-5209.

***Please read the following policies below and discuss them with your child.***

## **Inappropriate Behavior:**

- No inappropriate touching
- No weapons of any kind
- No drugs or alcohol
- No throwing rocks or other debris (including sticks) found in the park at other children or Camp Fire property including parked vehicles.
- No bullying
- No fighting – This includes any youth that is encouraging, cheering, and/or exciting others to join in or start a fight.
- No derogatory, racial slang or cursing – This includes using hand gestures at staff or other children or youth
- No spitting at or on another person.
- NO PHONES – Social media has become an every day platform for expression. There are serious consequences for the misuse of taking or sending pictures and cyberbullying. Please talk to your children about the appropriate uses and responsibilities of using a phone.

***Because your child will be attending a Camp Fire Program with other children and youth, we do not allow recordings, video, and/or pictures while at Camp Fire.***

The following actions listed below will be implemented if your child does not display appropriate behavior. Each infraction will be determined on an individual case basis and can include, but not limited to, the following:

- 1st infraction - Phone call to parent or guardian.
- 2nd infraction - Meeting with parent or guardian to discuss child's behavior and to reach a solution.
- 3rd infraction - Suspension or expulsion of the child from Camp Fire.

**\* The severity and outcome of the infraction will be determined by the Executive Director and can lead to an immediate suspension or expulsion from Camp Fire North Texas and all future activities.**

I have read the above Behavior Policies set by Camp Fire North Texas regarding the expectations of my child's behavior while attending Camp Fire Programs and understand the policies are set to ensure my child's safety.

Camp Fire does not allow weapons or firearms on the premises (Camp Fire office and Harrell Park) at any time under Texas Penal Codes 30.05,30.06 and 30.07.



## Camp Fire North Texas Youth Code of Conduct

The Youth Code of Conduct for Member Participants outlines the expectations of all Camp Fire North Texas members. At Camp Fire North Texas we have zero tolerance for abuse and will not tolerate the mistreatment or abuse of youth in its programs. Any mistreatment or abuse by a member will result in parent/guardian contact and suspension or expulsion from the program.

### **ABUSE OR MISTREATMENT**

Our organization’s top priority is keeping members safe. Any form of abuse or mistreatment of members, children, employees, and volunteers is prohibited. Members shall not abuse or mistreat employees, volunteers, or other members in any way. Use of abusive language, obscene or profane language, including racial, religious or sexual references directed at other people will not be tolerated. It is important to treat others as you would like to be treated.

Members shall not engage in the verbal or emotional abuse or mistreatment of other members, employees, or volunteers. Examples of appropriate and inappropriate verbal interactions are listed below.

<i>Appropriate Verbal Interactions for Adolescent and Teenage Members</i>	<i>Inappropriate Verbal Interactions for Adolescent and Teenage Members</i>	
<ul style="list-style-type: none"> <li>● Appropriate jokes</li> <li>● Encouragement</li> <li>● Praise</li> </ul>	<ul style="list-style-type: none"> <li>● Name-calling</li> <li>● Cursing</li> <li>● Shaming</li> <li>● Ridicule or Humiliation</li> <li>● Discussing sexual encounters</li> <li>● Off-color or sexual jokes</li> <li>● Derogatory remarks</li> <li>● Harsh language that may frighten, threaten, or humiliate another members</li> <li>● Derogatory remarks about another members or his/her family</li> <li>● Inappropriate games like <i>Truth or Dare</i> and <i>Never Have I Ever</i></li> </ul>	<ul style="list-style-type: none"> <li>● Bullying</li> <li>● Hazing</li> <li>● Belittling</li> </ul>

Members shall not engage in the physical abuse or mistreatment of other members, employees, or volunteers. Examples of appropriate and inappropriate physical interactions are listed below.

<i>Appropriate Physical Interactions for Adolescent and Teenage Members</i>	<i>Inappropriate Physical Interactions for Adolescent and Teenage Members</i>	
<ul style="list-style-type: none"> <li>● Side hugs</li> <li>● Shoulder-to-shoulder or “temple” hugs</li> <li>● Pats on the shoulder or back</li> <li>● Handshakes</li> <li>● High-fives and hand slapping</li> <li>● Verbal praise</li> <li>● Pats on the head when culturally appropriate</li> <li>● Touching hands, shoulders, and arms</li> <li>● Arms around shoulders</li> </ul>	<ul style="list-style-type: none"> <li>● Full-frontal hugs</li> <li>● Wrestling</li> <li>● Tickling</li> <li>● Exposing oneself</li> <li>● Hitting</li> <li>● Shaking</li> <li>● Showing affection in isolated areas</li> <li>● Any type of massage given by or to a members</li> <li>● Any form of affection that is unwanted by the members, the staff, or volunteer</li> <li>● Compliments relating to physique or body development</li> <li>● Touching bottom, chest, or genital areas</li> <li>● Unnecessary restraints</li> <li>● Viewing or showing others pornographic materials</li> </ul>	<ul style="list-style-type: none"> <li>● Kisses</li> <li>● Lap sitting</li> <li>● Piggyback rides</li> <li>● Spanking</li> <li>● Slapping</li> </ul>

## **PERSONAL RELATIONSHIPS**

Appropriate personal relationships between members are encouraged. However, our organization strongly discourages romantic relationships between member participants while in programming. Members are not permitted to hold hands, sit on others' laps, use full-frontal hugs, or kiss other member participants while in programming.

There should never be, under any condition, a romantic or otherwise personal relationship between a member participant and an employee or volunteer.

## **ONE-ON-ONE INTERACTIONS**

Most abuse occurs when an adult is alone with a members, or when a member is alone with another member. Our organization aims to eliminate or reduce these situations and prohibits private one-on-one interactions unless approved in advance by the organization administration. If you observe one-on-one interactions between employees and members, you should report this to the After School Director the Program Director or the Executive Director. They can be reached at the office at 940-322-5209, or you can reach the Executive Director at 940-631-7294.

## **ELECTRONIC COMMUNICATION AND SOCIAL MEDIA**

All communication between employees/volunteers and members, especially direct, private messaging and use of social media apps between members and employees/volunteers is not allowed.

Members should only use personal electronic communication devices, such as cellphones and tablets, in the event of an emergency. **Members are not authorized to record, capture, and/or distribute any video, audio, or images of other members while under the care of Camp Fire.** Member participants are not permitted to share cell phones with other member participants. Any violation of these rules can lead to the suspension or expulsion of the member from the program. Parents/guardians will be notified as appropriate

## **ALCOHOL, DRUGS, AND TOBACCO**

Possession and/or use of alcoholic beverages, drugs and tobacco products while at the organization is strictly prohibited.

Members will not be permitted to participate in any program while under the influence of alcohol, drugs, or illicit substances. Parents/guardians will be notified as appropriate.

## **WEAPONS**

We want our organization to be a safe place for members, children, and families. Weapons and items that may be considered weapons are prohibited. Anyone found to be in possession of such items will be required to leave and the items will be confiscated. This includes laser pointers. Parents/guardians, and/or the authorities will be notified as appropriate.

## **VIOLENCE**

Our organization seeks to provide a safe environment for individuals in our community. Violence and threats of violence will not be tolerated at Camp Fire North Texas, on our grounds, in organization facilities, in other facilities being utilized by our organization, or during Camp Fire North Texas sponsored activities and events. Employees are available to assist in the resolution of differences.

## **DISRUPTIVE BEHAVIOR**

We take pride in the appearance of our organization and we always want to ensure members are safe.

Inappropriate or disruptive behavior is not permitted in our organization. This includes, but is not limited to, graffiti, littering, spitting, or throwing objects that could intentionally or unintentionally harm others or cause disorder.

## **BULLYING**

Our organization will not tolerate the mistreatment or abuse of one member by another member. Bullying is aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength. Bullying can take on various forms including:

1. *Physical bullying* – when one person engages in physical force against another person, such as by hitting, punching, pushing, kicking, pinching, or restraining another.
2. *Verbal bullying* – when someone uses their words to hurt another, such as by belittling or calling another a hurtful name.
3. *Nonverbal or relational bullying* – when one person manipulates a relationship or desired relationship to harm another person. This includes social exclusion, friendship manipulation, or gossip. This type of bullying also includes intimidating another person by using gestures.
4. *Cyberbullying* – the intentional and overt act of aggression toward another person by way of any technological tool, such as email, instant messages, text messages, digital pictures or images, or website postings (including blogs). Cyberbullying can involve:
  - a. Sending mean, vulgar, or threatening messages or images.
  - b. Posting sensitive, private information about another person.
  - c. Pretending to be someone else in order to make that person look bad; and
  - d. Intentionally excluding someone from an online group.
  - e. Hazing – an activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers that person regardless of that person’s willingness to participate.
  - f. Sexualized bullying – when bullying involves behaviors that are sexual in nature. Examples of sexualized bullying behaviors include sexting, bullying that involves exposures of private body parts, and verbal bullying involving sexualized language or innuendos.

Anyone who sees an act of bullying, and who then encourages it, is engaging in bullying. This policy applies to all members, employees, and volunteers.

## **Reporting**

Because our organization is dedicated to maintaining zero tolerance for abuse, it is imperative that everyone, including members, actively participates in the protection of the members. In the event that members observe any suspicious or inappropriate behaviors and/or policy violations on the part of other employees, volunteers, or other members, it is their personal responsibility to immediately report their observations. Remember, at our organization, the policies apply to everyone.

### ***Examples of Suspicious or Inappropriate Behaviors Between Employees/Volunteers and Members***

- Violation of any abuse prevention policies outlined by the organization
- Seeking private time or one-on-one time with members
- Buying gifts for individual members
- Making suggestive comments to members
- Picking favorites



Members are encouraged to report concerns or complaints about other employees and volunteers, other adults, or members to a supervisor who can be reached at 940-322-5209.

As a youth member or parent/guardian of a youth member of Camp Fire North Texas, I have been made fully aware of the Youth Code of Conduct. I understand that violations of any of this code of conduct has repercussions that include suspension or expulsion from the program.