

Pioneer Trails Camp Group Policies

Philosophy

4-H camp provides youth opportunities for positive social, spiritual, mental, and physical development in a cooperative living natural environment. 4-H camp accomplishes this by operating in a safe, nurturing and caring environment.

Policies

- 1) Camper age - 7 years through 7th grade graduates.
- 2) Counselor age - Counselors should be at least 16 years old (February 21, 1995), however counselor age will be at the discretion of each county (February 20, 1996). Agents are encouraged to screen counselors carefully (June 21, 1994).
- 3) Camper Fees - Fees set coincide with RS fees and camp group expenses. An individual county may choose to increase or decrease their camp fee (June 2001).
- 4) Counselor Fees - Each county is responsible for a portion of counselor fees which is calculated as 1/9th of a counselor's registration per camper.
- 5) Camp cancellation policy - "Ten dollars (\$10) of the camp registration fee will be retained if a camper cancels after names and housing arrangements have been turned in, unless cancellation is caused by illness or a death in the family" (June 14, 1995 and June 18, 1997).
- 6) Counselor training - All counselors are expected to attend counselor training. First time counselors are required to attend, while experienced counselors may be excused only for a valid reason (death, illness, etc.) Decisions about excusing experienced counselors from counselor training will be made by a 'counselor committee'. Committee members are: counselor trainer, camp chair(s) and camp secretary (February 18, 1997, February 16, 1999 and June 2001).
- 7) VIP Forms for Counselors - All counselors need completed VIP forms. Counselor training will substitute for participation in a volunteer orientation session, which is required to be a registered volunteer.
- 8) Two-deep leadership - Two deep leadership is allowed if the county providing the junior counselor is willing to pick up the entire expense for the extra counselor (June 10, 1998).
- 9) Housing - Campers will be housed by gender with youth from other counties. No more than three 4-Hers from one county may request to be in the same group.
- 10) Age spread for living groups - Campers will be housed in groups with no more than one year difference in age. Example: a 9 year old and a 10 year old could be together, but a 9 year old and 11 year old may not (February 17, 1998).
- 11) Dispensing of medications - 4-Hers are responsible for their own medications unless parents request otherwise (Reviewed February 22, 2000 and June 2001).
- 12) Health forms - Agents must bring health forms and an attendance list with housing assignments noted to camp. These will be given to the camp chair who will deliver them to the health center and RS administration. The Kansas 4-H Participation Form (MG-35 Rev) will be used (May 25, 2005). Agents are to inform individual counselors of special health concerns of campers during counselor training.
- 13) Guest Meals - The fee for family members attending a meal is set by Rock Springs. RS would like to know 3 days in advance if extra meals are needed. Reservations may be made with Johnson Administration Center (785-257-3221).
- 14) Horse Policy - Long pants or sweats are recommended. Shoes that cover the entire foot (closed-toed and closed heel) are required for horseback riding. 4-Hers and counselors are also required to wear helmets. RS

policy due to insurance coverage is that campers must be 8 years of age to go on a trail ride. Campers under the age of 8 will be able to ride on a horse in the arena (May 25, 2005).

15) Horse barn supervision - deleted June 2001

16) The camp group will pay mileage, class expenses, and provide a meal for the special class presenters (May 28, 1996, updated 2001). Four classes need to be offered each year. If the class is offered six times for 2 groups, 120 campers would be able to participate. There will be a county rotation by alphabetical order with River Valley District providing two classes every year (June 13, 2005).

17) Agents attending camp - Each county is to provide one agent (or person over 21 years of age to assume the role of agent) for every 25 campers from their county. Counties/districts can make arrangement with other counties/districts to be responsible for their 4-H'ers much like the Discovery Days policy (May 25, 2005). Participating counties must have funded and recognized Extension programs (December 20, 1999).

18) Health Center - Agents will be scheduled to help in the Health Center after each meal and in the evenings (June 2001).

19) New counties coming into the camp group as a district must participate under their district name (May 25, 2005). Counties and districts will fit into rotational assignments (Chair, Secretary and Counselor Training) by alphabetical order with River Valley District fitting into the rotation twice (June 13, 2005).

20) Counselor training is the responsibility of the county who served most recently as camp chair. They are in charge of the counselor training booklet and obtaining all training materials required.

21) Camp Secretary is the responsibility of the county prior to the year they will be camp chair (February 22, 2000).

22) Camp Treasurer is permanently in Washington County until changed by a vote of the membership (February 1999).

23) Camp planning meetings will be held on the Tuesday in February following President's Day at a geographically centered location.

24) A three year commitment/probationary period is required of a county wanting to become a member of the Pioneer Trails camp group. During this time there will be access to county camp group funds should the group disband. A county can be terminated by a vote of the membership, but only during the probationary period. Anyone leaving the camp group voluntarily will take no treasury funds with them (February 1999).

25) Agents are expected to participate in evening activities, counselor training and sponsoring of the dance during camp.

26) The treasury remains with the camp group and is only subdivided when the entire group is dissolved (February 1999).

27) The camp counselor recognition program is the responsibility of the county in charge of counselor training. The selection review committee for the final awards will be : Counselor training agent, camp chair and camp secretary (February 2001).

28) Voting rights: A county or district must be present to vote. Each district is allowed one vote per each county participating in the district and county units will continue to get two votes (May 25, 2005).

29) Any new county joining the camp group will be asked to participate in camp for one year and then be placed in the rotation to take their turn of duties (June 2001).