

 <p>Bullying Prevention</p>		<p>SC-BP-1</p>
<p>EFFECTIVE DATE: 02-11-18</p>	<p>Summer Camp</p>	
<p>REVISED DATE:</p>		
<p>REVIEWED BY: Management</p>	<p>Policy</p>	

PURPOSE:

This policy outlines Brimacombe's commitment to a bullying-free environment, and the role that all campers, guardians and camp staff have in the prevention of and follow up of a bullying accusation. This policy is to be reviewed by all staff and available for campers and parents/guardians.

POLICY:

Definitions

Bullying:

An aggressive behaviour that is typically repeated over time. It is meant to cause harm, fear, intimidation, discomfort or distress or create a negative environment at camp for another person. Bullying occurs in a situation where there is a real or perceived power imbalance.

Examples of Forms of Bullying, but not limited to:

Physical: hitting, shoving, damaging or stealing others property

Verbal: name calling, mocking, making sexist/racist/homophobic comments

Social: excluding others from a group or spreading gossip or rumours about them

Written: writing notes or signs that are hurtful or insulting

Electronic: spreading rumours and hurtful comments through the use of email, cellphones and social media

Prevention Guidelines

Everyone plays a role in preventing bullying before it can take place. To prevent bullying, Brimacombe provides guidelines and training for its staff, around how to appropriately identify and respond to bullying, as well as how staff can build and promote a positive camp climate. This takes into account a range of elements

including programming, teaching, camper relationships, staff modelling, parent/guardian engagement, and physical and emotional safety within the camp. Parents, camp counsellors, camp supervisors, and camp administration all play a unique role in the prevention of bullying, as outlined below.

Parents/Guardians

Parents/guardians are encouraged to help prepare their campers for camp, taking an active role in contributing to a positive climate of inclusion and respect. We encourage parents/guardians to go over the bullying policy with their campers, as well as discuss proactive strategies for how to ensure cooperation and inclusion between other campers. Parents/guardians are encouraged to emphasize that if their camper feels excluded, they are to let their camp counselor know right away.

Camp Counselor

Camp Counselors are the front line in prevention, as they have the most personal interaction and influence with their campers. Counselors are encouraged to create a partnership with their campers at the beginning of camp, generating group agreements that promote a camp climate of caring and respect. Counselors are also encouraged to promote conversation surrounding what can be done to repair the harm or what consequences should be put in place if one or more individuals do not follow the agreements. Counselors will create active participation with their campers in creating these agreements to promote accountability.

Camp Supervisors

While planning for the upcoming camps, Camp Supervisors are to be intentional about bullying prevention. As programs are shaped, special attention will be paid to scenarios where potential power imbalances could occur, and will be careful to ensure that all identities of campers are respected and honoured. Part of this intentional planning includes providing a range activities that can be enjoyed by a diverse population of campers.

Camp Supervisors will also follow that guides sent out for counselors.

Camp Director

The Camp Director will ensure that all bullying policies and procedures are being adhered to during camp sessions. They will stay up-to-date regarding bullying research, ensuring that this policy stays relevant to the manner in which children and youth are dealing with bullying today. The Camp Director will remain an open resource for all parents/guardians, campers and staff, so that everyone feels adequately supported in the event that bullying occurs.

Reporting and Responding Guidelines

Brimacombe takes every reported incident of bullying seriously, and takes steps to ensure that staff members are equipped with positive intervention and support strategies to promote camper safety. Brimacombe believes in ongoing communication to ensure campers feel that they can report bullying safely, and that staff members' responses to bullying are effective and supportive. The following outlines how various parties should respond to the reporting of a suspected situation involving bullying. Brimacombe will make every effort to resolve reported bullying incidents as they occur, and promote reintegration into the camp program.

Campers

Any camper involved in bullying, either as the bully, the bullied, or a witness should report this immediately to the Camp Counselor or Camp Director. Campers involved in the incident are expected to be meaningfully engaged in repairing the harm and learning better ways of interaction. During the repair process, campers will take direction from camp staff as they work to make reconciliation occur.

Camp Counselors

Camp Counselors are often the first person bullying is reported to. They have a responsibility to affirm a camper's perspective, and let them know that they are safe, that their concerns are valid, and that the counselor will follow up and ensure the bullying stops.

The counselor's responsibilities are as follows:

- Ensure that all campers are safe, and not in immediate harm or danger.
 - o If immediate harm or danger is prominent, radio for support.
- Talk to everyone involved in separate, private conversations, and document what is said
 - o If all stories align:
 - Ensure all involved come together to repair the situation
 - Communicate the intolerance of these actions, and the consequences that will follow
 - o If stories do not align:
 - Call the Camp Supervisor/Director in to assist
- Complete an incident report and give it to the Camp Director for discussion and next steps

Camp Supervisors

If a camper reports bullying directly to the camp supervisor, they are to follow the same protocol as the camp counselor.

If a camp counselor calls for support, the camp supervisor needs to:

- Ensure all responsibilities were followed (listening individually, taking notes, determining if stories align).
- Take the involved parties (bully, bullied, witness) to the side of the camp activity.
- Have a conversation regarding the severity of bullying, the consequences that happen as a result.
- Ask if anyone would like to discuss their version of the story again, in a private conversation.

If a camp supervisor still has an unresolved incident of bullying, they will remove the involved parties from the camp activity area, to meet with the Camp Director.

Camp Director

The Camp Director will work with all parties (bully, bullied, witness, and staff), to determine what occurred, and what the next steps forward will be. The Camp Director will listen to a summary of the situation, documenting as necessary. The Camp Director will then ensure that effective strategies are put in place in consequence to the bullying.

Parents/Guardians

Parents/Guardians will be consulted in all bullying incidents, regardless of their camper's involvement in the scenario, on the day the incident occurred.

Parents/guardians can expect to be:

- Given a summary of the scenario
- Given a list of actions taken
- Requested to discuss further actions to be taken

Camp Brimacombe encourages parents/guardians to openly communicate about their campers experiences. If parents/guardians have concerns, they are encouraged to contact the Camp Director.

Conclusion

This policy is designed to mitigate instances of bullying before they occur, and minimize the effect of bullying if it does happen while at camp. Any changes in this policy will be communicated to staff through re-training, and will be posted on Brimacombe's website.