

Dear Parent/Guardian,

We are thrilled to have your child as part of our summer staff team at Camp Sealth this summer! Employment at summer camp is hard work, but very rewarding, and it is likely to be a wonderful learning and growing experience for your teen. At Camp Fire, we value growth and leadership opportunities for our campers, teen leaders, and staff of all ages, and are committed to helping young people gain critical workplace skills. For many teens, this is their first work experience, and our goal is to help facilitate their transition into the professional world.



The intent of this letter is to give you, the parent or guardian of our minor employees, some helpful information about your child's employment with us, as well as some ways that you can help support us and your child throughout the summer.

How to best support your child

While we acknowledge that camp is a lot of fun, this is also, first and foremost, a job. All employees are expected to arrive on time, complete necessary paperwork, be present and engaged during training and while working, be accountable to their supervisor, and fulfill their job responsibilities to the best of their ability. You can help your teen be successful by encouraging their independence and allowing them to work through problems on their own, with the support of camp staff. Understand that the camp setting is unique – your child will likely be engrossed in their work and what's going on at camp, and they may not be able to respond quickly to a text or phone call.

Communication

Camp Sealth will communicate only with employees regarding employment matters, work schedules, time off, etc. If your child has a concern about their employment, encourage them to speak with their supervisor, another supervisor, or the Camp Director. We strongly promote an open-door policy, meaning every supervisor at camp is available to listen to employees and help solve problems.

We will notify parents we have a concern for your child's physical or mental well-being, in the case of a medical emergency, or for any major issue that results in employment termination or law enforcement involvement.

Medical Care

During the session, camp health care staff are on site to provide medical care for campers and staff. Please ensure that your child's Health History Form is up to date. If an employee becomes ill or injured, we will typically encourage them to go home until recovered. If needed, we will assist in getting employees to a medical facility. Employees are covered under Worker's Compensation insurance for work-related injuries, but all other medical care is the responsibility of the minor child and their parents.

Schedules & Time Off

The full summer schedule is available on our website: <https://campfireseattle.org/camp-sealth-overnight-camp/summer-camp-jobs/summer-staff-schedule/>, and has also been sent to each employee. Any individual variances from the summer schedule must be arranged before the start of the summer, with the exception of family or medical emergencies. Please do not request time off on behalf of your child or force them to do so. It is extremely disruptive to the camp community when an employee must take time off without prior notice.

Note that staff training (June 17-29) is required for all staff. If your child is still in school during those dates, we will work with them to determine a schedule that works best for everyone. We don't want to do anything to jeopardize their education, but employees will find it difficult to miss out on the critical first days of training.

Break Days & Transportation

Most weeks, camp ends on Saturday afternoon after all assigned tasks have been completed. Staff are off until Monday morning. The time they must be back on Monday may vary from week to week, and will be announced the week prior.

Staff are welcome to stay at camp on break days, or they may leave camp. Camp Sealth is not responsible for the actions of employees on break days, whether on or off camp property. Staff are expected to abide by all personnel policies and camp rules. We do not monitor the arrival and departure of employees.

Transportation to and from camp is your child's responsibility. Rides to the ferry are provided on a first-come, first-served sign-up basis each week. In some cases, employees may ride Da Boata to or from camp to assist with check-in and check-out. Boata staff assignments are made week by week, and very limited spots are available. Please do not request for your child to ride Da Boata.

In Closing...

Thank you for allowing your child to work at camp. We know it can be a sacrifice for your child to miss out on quality family time over the summer. Know that the work they are doing is critical to supporting our mission of inspiring and enabling youth of all backgrounds and abilities to discover their spark, value the natural world, and become tomorrow's leaders today.

After you have read through this, please sign and return the consent form on the next page. I am happy to speak with you further if you have any questions.



Carrie Lawson
Summer Camp Director
(206) 463 3174, ext. 35
carriek@campfireseattle.org

Camp Sealth Minor Employee Consent Form

Employee Name: _____

Consent Agreement:

I give permission for my minor child to participate in camp activities. I understand that Camp Fire activities have inherent risks and that reasonable measures will be taken to safeguard the health and safety of all participants, and authorize Camp Fire to provide appropriate routine and emergency care of my child (or ward) and any dispensing of medications and/or transportation necessary for that care. I understand that I will be notified as soon as possible in case of any emergency, unusual illness or injury affecting my child. In the event I cannot be reached, I hereby authorize the alternate contact people to act on my behalf, and authorize Camp Fire to contact a physician to provide whatever medical or surgical treatment is necessary. I accept responsibility for the cost of such medical treatments. I have provided a complete picture of my child's physical, emotional and mental health on my child's Health History form. In the event that my child (or ward) is photographed, filmed, or recorded while participating in Camp Fire activities, Camp Fire or other partnering organizations approved by Camp Fire may use the photo, film, or recording for publicity, promotional, or instructional purposes. I waive any claims against Camp Fire and the council 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 the Camp Fire council.

Please check all that apply, and sign at the bottom:

- ___ I give permission for my minor child to check themselves in and out of camp.
- ___ I give permission for my minor child to ride in a vehicle with other staff members.
- ___ I give permission for my minor child to drive a personal vehicle to and from camp. I will ensure that my child follows all camp, state, and local driving laws and that the vehicle is used in a safe manner.
- ___ I give permission for my child to leave the camp premises for camp-facilitated activities, including during camp and on time off.
- ___ I give permission for my minor child to sign out the following campers (siblings or same household only) and to be responsible for their care:

List names: _____

Parent/Guardian Signature _____ Date _____

Employee Signature _____ Date _____