



Code of Ethics

April 2022

"A child is owed the greatest respect."

Juvenal, Satires XIV





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Camp Mère Clarac

PREAMBLE

The Management of Camp Mère Clarac, funded and managed by the Sœurs de Charité de Sainte-Marie Community, is proud to present the camp's code of ethics.

This code states the orientations and values that guide all our everyday actions.

Our organization has adopted a code of ethics that serves as a frame of reference with regard to the values, attitudes and behaviours that are significant at Camp Mère Clarac.

We hope that the present code of ethics will serve as a guide to all people working at the camp and for the camp.

Sources:

1. « *Code d'éthique de l'École Marie Clarac* », http://www.ecolemarie-clarac.qc.ca/wp-content/uploads/2017/09/code_d_ethique.pdf
2. « *Pour des relations harmonieuses au camp – Brochure destinée aux animateurs de camp de jour et de camp de vacances* », *Loisir et Sport Montérégie. En ligne* : https://www.loisir.qc.ca/assets/Televersements-avant-2021-06/Documents/Relations_harmonieuses_anim.pdf



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1. MESSAGE FROM MANAGEMENT

Our primary objective is to allow youth to experience the adventure of camp life and have fun.

We want children to be proud of themselves for leaving home without their parents. We want them to explore their abilities in various sports and activities while having fun. Plus, they will have the opportunity to meet children of their age and from different origins and make new friends.

At Camp Mère Clarac, all staff interacting with children know that their actions influence how children behave. Therefore they all agree that adopting a common way of doing things is mandatory. Consequently, the instructions given and received make sense and meet consensus.

Members of the Board of Directors developed the present code of ethics to meet the needs of the camp. All people involved in the camp's activities must stand by the camp's mission and values, and promote the positive attitudes to be adopted.

We must encourage an ethical conduct for the children attending the camp are our future. They are the adults of tomorrow that will have to contribute to making our society more authentic, peaceful and fairer.

Let us help youth develop their knowledge and skills, and the attitudes required to accomplish that.

2. MISSION








Camp Mère Clarac knows that every child is unique. By promoting guidance and education of the utmost quality, the staff follows the camp's mission which is to bring children closer to nature which is a source of beauty and inspiration, so they develop an appreciation and awareness for their environment, their Creator, and discover their own values.

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3. VALUES

The human and Christian values we want to promote to youth will resonate as long as they first guide our behaviour. These values are:

	Autonomy and Initiative		Fraternity		Respect
	Sense of Sharing		Openness to youth from other countries		Joy of living
	Transparency				Creativity

4. GENERAL GUIDELINES

4.1 MANAGEMENT

Management is committed to establishing and maintaining a climate favourable to the fulfilment of the camp mission.

By their everyday actions, members of the management ensure that all staff work in a harmonious environment where principles of justice, equity and inclusion are applied, and make sure at all times the safety of people and installations.

Management is committed to providing the camp staff with the necessary means and tools to fulfil the camp mission.

Management ensures that counsellors, instructors and support staff get the necessary training for the services they will have to provide. Management promotes partnership and sharing spirit and recognizes the involvement of everyone through its recognition program.

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4.2 THE INSTRUCTOR

The instructor agrees to work according to the orientations stated in the camp mission.

The instructor ensures that their actions are consistent with the camp mission. Interventions sont en accord avec la mission du camp. They apply what they've learned during the training on the respect of the values and code of ethics. They establish a relationship of trust, are discreet, and are aware of others and their needs. They have a positive and cheerful attitude that communicates freedom and fun.

The instructor acts professionally way in their work.

The instructor ensures that each youth is treated with fairness. He maintains with the management and all the staff relationships founded on the recognition of their know-how and skills, and is always ready to improve theirs.

The instructor acts fairly with youth and is attentive to potential conflictual situations.

The instructors act in an impartial way as for their demands and the way they intervene with children. They foster a climate of understanding and non-violence, and act according to the camp's safety standards.

4.3 THE STAFF

All staff members must respect the integrity of their colleagues and the youth attending the camp. They must be aware of the impact of their attitudes, actions and words toward others.

The employee must act respectfully and be in a good mood when dealing with others. They must avoid gauging the skills of colleagues and youth, and be concerned about the safety of all.

All staff members must respect the camp management's decision and follows the policies they have implemented.

The employee undertakes to act according to the code of ethics and the values management advocates. Should the employee question the relevancy of some decisions or policies, they must discuss with the right person and not go against them if they are maintained.

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All staff members must feel concerned by the camp's mission.

At Camp Mère Clarac, we acknowledge that all staff members, regardless of their role or contribution, have an impact on the camp's atmosphere through their actions, words, remarks and attitudes.

4.4 THE PARENT

Every parent must read and respect the camp's mission and values.

The parent must be aware by consulting sources available to them regarding the mission and values of the camp. They can contact the camp's management directly at any time.

Every parent must communicate in an open and transparent way with the camp's management.

The parent calls upon the people in charge of the camp. They must collaborate with them, ensure ultimate discretion and respect the importance of confidentiality. The parent must not criticize nor denigrate the camp's staff.

4.5 THE CAMPER

Every camper is responsible for enjoying the adventure of camp life.

Youth commit to actively participate in all activities that will take place during their stay, with respect and in connection with nature.

Each camper commits to making the necessary efforts to respect and promotes the values of Camp Mère Clarac.

Campers must read and respect the camp's life code. They must maintain positive relationships with others around them. They learn how to develop self-confidence while pursuing happiness and harmony in the respect of differences. They commit to being accountable and experimenting with their freedom's limitations through the camp's activities.

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5. ACCREDITATIONS



5.1 Association des Camps du Québec

Camp Mère Clarac has been an accredited member of the Association des Camps du Québec since 1957.



5.2 Ministère du Tourisme du Québec

Since 2003, the Camp Mère Clarac has been classified as a Centre de Vacances (Vacation Centre) by the Ministère du Tourisme du Québec, and has obtained the 4-star status, the highest one awarded.

Our CODE OF CONDUCT is based on:

- **SELF-RESPECT** • **RESPECT** for others
- **RESPECT** for the environment



6. CODE OF CONDUCT

It is important that all people at the camp understand and recognize what are bullying, violence and sexual assault to ensure the safety of all children, and adhere to the code of conduct in an informed way. Therefore, an appropriate and efficient action may take place should such situations occur at the camp.

6.1 Bullying

Bullying consists in using power to scare, humiliate or threaten someone. Bullying can take different forms, such as offensive behaviours, rejection or exclusion, pushing or hitting a person.

For example:

- Use insulting language towards someone (stupid, fat, etc..)
- Lock someone in the washroom or in a locker.
- Force someone to give their place at the cafeteria or in the waiting line so another person can take it.

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6.2 Violence

Violence is expressed when someone uses force and bullying against a person or makes a person act against their will.

Physical Violence

When someone hurts or threatens someone intentionally. This type of violence hurts someone's physical integrity.

For example:

- Push and shove a person off and make them go to the end of the line to enter the cafeteria.
- Pull a person's hair during an activity.
- Throw stones, objects.

Psychological Violence

It is an attack against one's self-esteem. It is defined as someone's behaviour with the intention of destroying a person's mental stability. Psychological violence consists of a series of disparaging and humiliating attitudes and comments. It has the effect of disparaging someone's value as a human being. This form of violence is subtle and not always expressed with words.

For example:

- Exclude someone from a group activity.
- Insult someone, tell them they are "no good."
- Refuse to communicate with someone.

Verbal Violence

It is a verbal attack against someone with the intention of intimidating or threatening someone. Verbal violence is violence that can be heard. It consists in humiliating someone with scornful and intimidating messages or physical assaults. The intention is to create tension, maintain someone in a state of fear and make them feel unsafe.

For example:

- Call names to someone in front of the whole group.
- Ban someone from a game by telling them "You can't play, you're not good enough."

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6.3 Sexual Assault

When parents entrust their children to the camp staff, they entrust to us what's the most precious to them.

The camp is a unique place where youth build trust with the staff. Consequently, a child would feel more at ease talking to an adult about a situation they live at the camp or outside. It is the reason why it is important to explain exactly what we mean by sexual assault.

A sexual assault is a gesture of sexual nature, with or without physical contact, made by an individual without the consent of the other person, or in the case of children, by using emotional manipulation or blackmail. It is an act committed with the intention of subjecting another person to one's desires through the abuse of authority, the use of force and coercion or threat.

CORRECT ATTITUDES AND BEHAVIOURS

■ Showing affection to youth and touching them in an appropriate manner

- Make sure to be seen at all times.
- Touch a child on their back, head or shoulders or by putting your arm around their shoulders from the side, never facing them.

■ Showers, lockers and washrooms

- Respect the privacy of others.
- Never force a child to undress.
- Always ensure that two reliable staff members are present.

■ Swimming time

- Respect the privacy of others.
- Wear a proper swimsuit.
- Avoid any physical contact with campers (a child that would climb on a monitor's back and other similar behaviours).

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6.4 Code of Conduct

Prevention is key to developing and maintaining harmonious relationships. All camp staff must promote a pleasant climate that respects the rights and responsibilities of everyone.

Obviously, the basic principle is to avoid comments, gestures or attitudes that negatively affect the well-being of others.

Here is the Code of Conduct that is in force at the camp to promote good behaviours:

CODE OF CONDUCT (STAFF AND CAMPERS)

SELF-RESPECT

- Wear clothes that are decent, appropriate and suitable for the camp activities.
- Wear appropriate protective clothing and equipment.
- Avoid the possession and use of tobacco, drug and alcohol.

RESPECT FOR OTHERS

- Treat all people at the camp (children, parents, instructors, counsellors, people in charge, support staff, and the director) with respect.
- Do not destroy, break or damage others' belongings and equipment.
- Communicate with others with respect and honesty.
- Use a language that is polite and respectful.
- Foster a climate of mutual support and solidarity.
- Take into account the instructions of the counsellors and instructors and act accordingly.

RESPECT FOR THE ENVIRONMENT

- Do not destroy, break or damage the camp's property and equipment, and do not destroy the environment.
- Don't let personal belongings lie about, and pick up litter.
- Keep the premises clean and in good condition at all times.

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