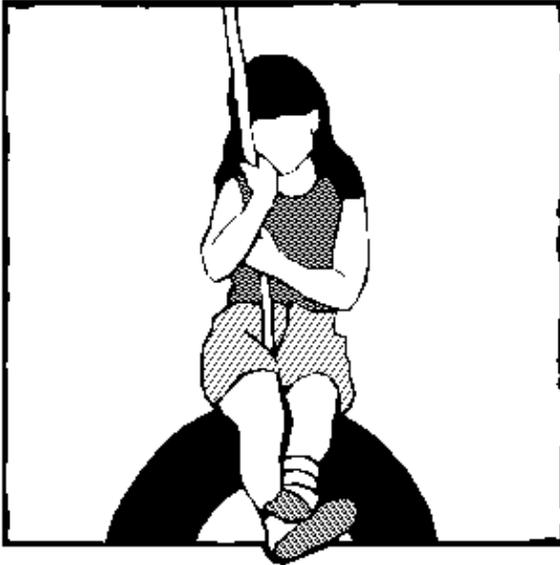


# FOCUS 6

"A publication series prepared specifically for training summer camp workers in Lake Aurora programs."

## DISCIPLINE



**"Discipline is learning, or a process by which people learn what is acceptable, desirable, and pleasant for all." It is not a matter of punishment for breaking the rules. Discipline is encouraging an individual to be a positive influence in our society. Discipline is not TO a child, but FOR the child.**

### The Purpose of Discipline

The purpose of discipline is to teach. Sometimes punishment must be used to help in the teaching process, but punishment should never be used as an end in itself.

Lake Aurora is not a prison. Every camper is here of their own free will (or at least that of the parent). We cannot act like a prison or a boot camp.

Therefore, our system will only work when there is an atmosphere of trust. We must be able to trust the campers and they must be able to trust us.

Discipline is used to help maintain that atmosphere of trust. It should always be camper-centered. You must ask the question, "Is this going to help the camper?"

Sometimes a camper will need to be reassigned to another counselor. This will usually happen when the trust between the two totally breaks down or the counselor loses their objectivity.

Campers who are unwilling to cooperate with any authority within the camp will probably be sent home. This is a last resort and will be exercised only after a variety of approaches have been tried. We do not bring campers here to send them home, we bring them here to help them.

### Safety Nets

The purpose of a chain of authority is to create a safety net system that benefits both the counselor and the camper. It helps insure that good decisions are made.

**Counselor.** Problem campers that do not respond to simple disciplinary measures should be referred to the Assistant Program Director (APD)

**Assistant Program Director.** The APD should work closely with the PD in regard to disciplinary situations.

**Program Director.** When a camper is not responding to the systems in place, the PD should discuss the situation with the Camp Director (Coordinator). *It requires a joint decision of the Program Director and the Camp Director to send a camper home.*

**Camp Director.** Since the CD is an employee of Lake Aurora and accountable to the Board of Trustees, all serious disciplinary issues should be discussed with him. He may have resources not available to the volunteer program worker.

### From the Camper's Perspective...

*"Discipline with love: Remember, I'm not as old as you and I will make mistakes, sometimes not understanding what I've done. Give me reasons for the discipline. When you correct me, be reasonable, gentle, and firm. Losing your cool results in your losing credibility. If you grab, shake, or hit me, you'll probably hear from the authorities and my father's lawyer."*

"A Survival Guide for Retreat Counselors" by Stan White

# Ins and Outs of Discipline

## In

- Praying for and with the camper
- Private counseling
- A firm voice
- Keeping disruptive items for safe keeping, but seeing that they are returned at the end of the program
- Not allowing the use of radios, tape players, walkmen, and other similar equipment
- Not allowing food in the dorms
- The requiring of making beds and cleaning dorms
- The restricting of free time activities
- Moderate work duties for repeat offenders, such as sweeping, policing the grounds, or working with the Facilities Manager
- Non-abusive, noncontact punishments administered in love
- Writing themselves or others a letter
- Making restitution, such as removing graffiti, giving an apology, etc.
- Consulting with the head counselor or Program Director in difficult cases
- Trying to find the cause of the behavior

## Out

- Any punishment delivered in anger
- Any form of corporal punishment
- The deliberate berating of a camper in front of other campers
- Any form of physical contact except when protecting the safety of the camper
- Any form of punishment that will seem obviously out of line such as “wedgies”, “swirlies”, or rat tail fighting
- The restricting of scheduled activities, such as swimming, without the permission of Program Director, and never for more than one period
- Forced Bible memory work
- Verbal abuse
- Mental abuse
- Using profane or foul language
- Forms of punishment which directly benefit the counselor

## On Touching

- Hugs are good when done for affirmation and are not of a prolonged duration.
- Prolonged hand holding with adolescent campers of the opposite sex is discouraged except in times of prayer and counseling sessions.
- If there is an occasion where kissing a camper is appropriate it should be done on the cheek.
- Touching around the private parts should only be done by the nurse for medical reasons.
- Avoid actions which might be easily misunderstood either by the camper or by witnesses.
- Spread your attention around so you will not be thought of by the campers as having favorites.

# P.D.A. Patrol

NOTES

## Public Display of Affection Guidelines



### Camper to Camper

#### What not to allow

- Hugging and kissing
- Lap sitting
- Cuddling during worship times
- Inappropriately placed hands or arms
- Any action with sexual overtones

Casual hand holding may be acceptable in many situations. Be careful about allowing campers too much time together in dark places.

### Camper to Counselor —

#### All of the above plus...

- Prolonged hand holding
- Any action that may be perceived as inappropriate
- There should be absolutely no amorous activity between a counselor and a camper.

*Guard against any accusations of improper action toward a camper.*

### Counselor to Counselor —

Unmarried counselors should abide by the same guidelines as the campers. Remember...You are here to **ROLE MODEL!**

Married couples should model good, healthy relationships. This might include an occasional short kiss, a hug, or an arm around the shoulder.

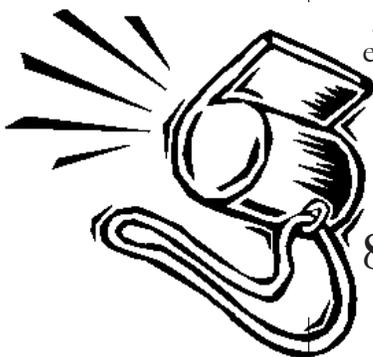
Amorous actions, such as lap sitting, should be avoided.

## The Camp Rules

The campers receive a copy of the camp rules in their confirmation information. They also sign on their registration card that they will abide by the rules.

Since our rules are not extensive, they should be interpreted in spirit, rather than to the letter. But, do not ignore any of them just because you may not see the point in it — they come from over 65 years of experience and tradition to create a good atmosphere and encourage the cooperation of the camper.

1. Christian conduct and character is expected to be evident at all times.
2. You will be expected to follow the schedule.
3. You will not be permitted to leave the grounds except for scheduled excursions.
4. All sickness and accidents must be reported to the nurse promptly. Lake Aurora has a modest accident insurance policy covering each camper.
5. Your dress should be of a modest nature. The standards of the world are not the standards of Lake Aurora. This especially includes swimsuits.
6. Shirts and clothing promoting alcohol or tobacco products, suggestive statements, grotesque scenes, or other graphics not consistent with a Christian environment may not be worn or displayed.
7. Tobacco, alcoholic beverages, and illegal items are not permitted.
8. To aid in creating a good environment for learning -- radios, TV's, cellular phones, electronic game devices, E-readers, Ipads, etc. should not be brought.
9. For the benefit of the camper, telephone usage will be for emergency use only. Campers should be urged to write home rather than call. No cell phones. Do not allow campers to use your cell phone without PD approval.



## Preventing Child Abuse

1. Do not discipline when angry.
2. Do not seek vengeance.
3. Do not strike, hit, or use abusive language.
4. Punishment must always be tempered with love, grace, and forgiveness.
5. Remember, this not your child, it is somebody else's child.
6. When possible, have at least two adults present in disciplinary sessions.
7. Ask for help if you do not feel you can control your emotions.
8. **Pray before discipline.**
9. Leaders should hold each other accountable. If you think a leader is crossing the line in discipline, report it to the Camp Director.
10. Remember, abusive actions can lead to your being sued, the camp being sued, your being arrested, or your being banned from ever working with children.

Resource: Child Abuse: [What You Can Do About It](#). by Angel R. Carl

## Counselor to Counselor Abuse

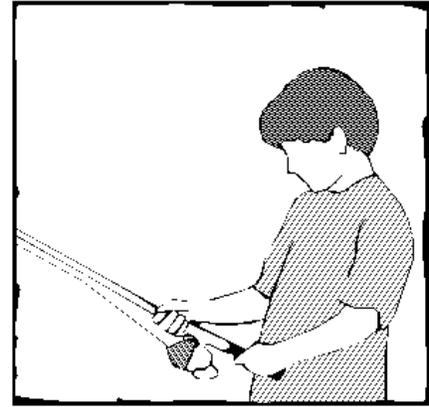
It is possible for counselors to be abusive to each other. This is extremely wrong and should not be tolerated. If you believe abuse is taking place, please report it immediately to the Program Director or the Camp Director.

The following are some of the areas where abuse could occur:

1. One leader deriding another leader.
2. A leader inappropriately touching other leaders.
3. A leader deliberately speaking ill of another leader in front of campers.
4. A leader being excessively bossy.
5. A leader regularly interfering with another leader's area of responsibility.

# Appropriate Disciplinary Action Chart

(typical, not all inclusive)



Infraction	Action
<b>Fighting</b>	Stop the fight, remove the offenders to a private location, try to resolve the issue, try to get apologies and forgiveness, give a punishment that fits the offense, log the incident, report it to the administration for additional action.
<b>Foul Language</b>	Immediate verbal reprimand, discuss the inappropriateness of the language in private with the offender, assure future cooperation.
<b>Bullying</b>	Separate the offender, discuss the actions with the camper, be alert to a low self-esteem, insure future cooperation, note chronic action on Camper Profile.
<b>Inappropriate Clothing</b>	Discuss it with the camper in <b>private</b> , require the clothing be changed, seek <b>voluntary</b> cooperation.
<b>Disruptive Behavior</b>	If it cannot be controlled by subtle action or private consultation then requesting cooperation in a group setting may be appropriate. If cooperation cannot be gained then an appropriate punishment should be given. Note it on the Camper Profile and the Incident Report.
<b>Public Display of Affection</b>	As privately as possible request immediate change. If the action repeats then a consultation with the couple is needed, probably by an administrator. Cooperation must be gained.
<b>Smoking, Alcohol, Sexual Misconduct, Drugs, Stealing</b>	Report to Program Director. May be grounds for immediate dismissal.

## Logging Your Actions

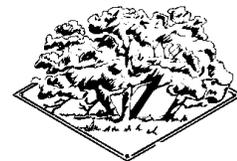
All disciplinary actions should be logged on an “**Accident/Incident Report**”. This is very important as issues often come up following camp. This record is critical to solving problems with parents and churches. Please be specific when logging information.

**Accident/Incident Reports** can be found in each counselor’s folder with extras in Studio B (Chapel) and Studio Sea. (John Cabin)

### HOW TO USE THIS ARTICLE

Program Directors: Make as many copies as you need to distribute to your counselors and administration.

Counselor: Study this “Focus” training material and request the next number in the series from your Program Director.



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