

The Barton Center for Diabetes Education, Inc. – Staff Code of Conduct

Mission Statement

To improve the lives of children with insulin-dependent diabetes through education, recreation, and support programs which inspire and empower.

Goals and Objectives

1. To establish a safe, positive residential summer camp experience, regardless of economic status, race, religion, ethnicity, gender, gender identity, or sexual orientation for children with insulin-dependent diabetes, where diabetes management is combined with a recreational program. The camp will:
 - a. Adhere to all American Camp Association Standards, Massachusetts Department of Health, and local Board of Health regulations on camp operation.
 - b. Provide sound and supportive medical supervision and treatment, diabetes education, nutritional guidance, physical activity, social and psychological support, and FUN!
 - c. Focus on and enhance the individual capabilities of each camper, via learning and/or the development of skills at activities, including, but not exclusive to, diabetes education and management.
 - d. Promote the development and utilization of problem-solving and decision-making skills by supporting campers, at their own pace, to make and exercise informed choices.
 - e. Offer each camper the opportunity to challenge his or her respective capabilities through involvement in the activity program.
2. To promote the healthy development, including socialization, coping skills, independence, and a positive self-esteem, of all campers.
3. To enable young people with diabetes to meet others with the same condition, encouraging peer support and acceptance.
4. To offer education programs on diabetes management and related issues to health care professionals, students, and the broader community.
5. To allow health care professionals an opportunity to observe children with diabetes and conduct diabetes research that enhances understanding, improves treatment options, and works toward a cure for diabetes but does not jeopardize the mission or goals of The Barton Center's programs for children and families or their camp experience.
6. To provide support, referral, and consultation for campers, past and present, and others with diabetes.
7. To promote public awareness and education of the impact of living with diabetes on young people.

Core Values

At camp, we strive to incorporate the core values of The Barton Center into all that we do. The values that are considered important should be incorporated into every activity we run, each staff member's actions and every camper attitude.

These core values include:

- Building community
- Having fun
- Inspiring growth through individual challenge
- Promoting healthy lifestyles
- Fostering an appreciation of self and others

Diabetes education is an integral part of all we do at The Barton Center. While formal diabetes education is an important part of our program, campers' learning is largely impacted by the "teachable moments" that arise via the experience of living alongside other campers and staff with diabetes.

Developing friendships, sharing life experiences, and participating in the camp activity programs are motivating and inspirational events for many of our campers and staff. The experiences gained from being part of this unique community not only influence their diabetes management but also the way in which they progress through life.

Vision

To be the leading source of education, recreation and support programming for children with insulin-dependent diabetes.

Please read each statement carefully, initial, and sign at the bottom of the page:

- Per Barton COVID-19 protocols, I understand that I will need to be vaccinated and boosted prior to the start of camp.
- I understand that I will need to follow all Barton COVID-19 protocols. I also understand that the protocols are ever changing according to circumstances. Check the Barton website on the We're Hiring page for the latest protocols.
- I agree to uphold The Barton Center's policies and traditions as outlined in the staff manual.
- I understand I will be spending at least 20 hours a day living and working with campers and/or staff.
- I understand that I will receive one 24-hour period off each week, to be scheduled at the Director's discretion.

- I agree to participate in a paid weeklong Staff Training Program (2 weeks for Admin team and up to 2 weeks for Health Care Staff).
- I understand it is my responsibility as a staff member to supervise campers and participate in all assigned camp activities and diabetes management tasks.
- I understand that if I have diabetes and am under 18, I will be required to chart all information pertaining to my diabetes management.
- I will adhere to all Barton Center medical protocols and will comply with all directions given by the Health Care team.
- I agree to participate in cabin or infirmary coverage on a rotating basis as assigned by the administrative team. (Resident Camp Only)
- I agree not to bring any kind of weapon, explosive/ammunition/fireworks onto camp property.
- I agree that I will only use my cell phone for my CGM and diabetes management. It will not be used to take pictures, text, use social media, or make calls. If you are not using your phone for diabetes management purposes, it must be turned off at camp and only used when on time off, away from campers and parents. Health Care Team members, the On-site Medical Provider, and the Camps and Program Director or designees may carry and use cell phones to communicate camp-related information including emergencies. Non-permitted use of a cell phone by a staff member in front of campers will result in disciplinary action and may lead to termination of employment.
- I agree that I will wear shoes and socks at all times (flip flops/water shoes may be worn to water activities).
- I agree to be a positive role model for the campers at The Barton Center. This includes proper personal hygiene, taking care of my health, dressing appropriately, keeping my personal area neat, eating during mealtimes/snacks, getting enough sleep, and treating friends, co-counselors, other staff members, etc. with respect. There can only be one standard for both the campers and staff if our program is to be effective.
- I agree to strictly adhere to the "3 Deep Rule." A camper can never be alone with a counselor or other staff person, there must always be another person present, either another camper or another counselor. A staff member may never place themselves in, or allow a situation to continue, where they are alone with a camper/CIT. I also understand that a staff member should never be alone with campers in a private or secluded setting.
- I understand that The Barton Center is a drug free workplace. The manufacture, distribution, possession or use of non-prescribed controlled substances or illegal drugs or the misuse of prescription or nonprescription medications while employed by The Barton Center is strictly prohibited and grounds for immediate dismissal.
- I understand that the use or possession of alcohol or recreational marijuana while on camp property or being under the influence of alcohol/recreational marijuana at any time is grounds for immediate dismissal.
- I understand that underage drinking, underage use of tobacco products, or underage use of recreational marijuana are grounds for immediate dismissal.
- I understand that the use of tobacco products including cigarettes, chewing tobacco, or any form of electronic smoking device while on camp property is grounds for disciplinary action, up to and including dismissal.
- I understand that The Barton Center may require random drug testing as a means of ensuring employees' ability to safely and effectively perform their duties.
- I understand that I may be subject to alcohol breathalyzer monitoring at any time I am on camp property.
- I understand that sexual relationships on campgrounds between any staff members during the camp season are forbidden. I also understand that sexual relationships between staff and campers/CITs, at any time, are strictly forbidden. Such relationships will be grounds for disciplinary action, up to and including, dismissal. Friendships among staff members are encouraged.
- I understand that I am prohibited from becoming "friends" with any minors (campers, CITs, or volunteers) on social media, nor may I post photos of any minors (campers, CITs, or volunteers) on social media.
- I understand that during the period of my employment I represent The Barton Center while on and off camp property. I agree to behave respectfully and considerately toward others at all times.
- I agree to learn and uphold the American Camp Association (ACA) standards, OSHA regulations, and Board of Health requirements as they pertain to my job and the organization.
- All camper phones must remain locked in designated pouches when not actively needed for diabetes management. Do not unlock camper phones for non-essential use.
- I have read and understand the requirements and responsibilities of this position. I certify that all the statements contained in this application are true to the best of my knowledge. I understand that false statements shall be sufficient cause for dismissal.

Name (Please print) _____ Position _____

Applicant's Signature _____ Date (mm/dd/yyyy) _____

Return this completed application to:
The Barton Center for Diabetes Education, Inc.
P.O. Box 356
North Oxford, MA 01537-0356