



PRIVATE CONTRACT WORKER LETTER OF AGREEMENT

The Private Contract Worker agrees to:

1. Review the Rainbow Programmes for Children Policies & Procedures Manual and the job description for the position.
2. Abide by all rules, regulations and policies established by Rainbow Programmes for Children, and shall perform all duties as outlined in the job description.
3. Accept responsibility of doing all things that may be necessary to ensure the success of the job and the general good and welfare of all campers (i.e. participating in all activities of camp).
4. Abide by confidentiality and privacy policies as they pertain to camp operations.

I _____ accept the responsibilities of the position of Private Contract Worker for Rainbow Programmes for Children.

Camper: _____ Session: _____

Signed:

Private Contract Worker Date

*Parent/Guardian must sign if under 18 years of age Date

Rainbow Programmes for Children Date

Please return to:
Rainbow Day Camp
304 Stone Rd. W., Ste. 337
GUELPH, ON N1G 4W4



PRIVATE CONTRACT WORKER

The Private Contract Worker will be responsible to the Camp Director

The main duties of this position include:

- The supervision of a camper with special needs on a daily basis
- Ensuring the inclusion of this camper in all activities
- Mentoring volunteers and students
- Full participation in all activities of camp

Provide a positive camp experience for an individual child with special needs by:

- Working in cooperation with the other Inclusion Counsellors and Private Contract Workers in researching information about the exceptionalities campers may experience, researching programming ideas for the campers with which they are working, and where appropriate, contacting professionals in the community who may assist with information/ideas to enhance the child's camp experience
- Facilitating interaction with other campers
- Integrating the camper into the main activities of a typical camp day
- Providing one to one activities, when appropriate
- Being responsible for the care and supervision of his/her camper from arrival to departure
- Participating in the swimming program on a daily basis
- Maintaining all information received regarding his/her camper in strict confidence

Maintain contact with families by:

- Making daily contact with the family of the camper to provide a progress report
- Handling concerns (in conjunction with the Camp Director) raised by families regarding their child and their camp experience

Participate in the coordination and supervision of the overall camp program by:

- Participating in a camp orientation session and open house activities
- Assisting in the general maintenance of the camp (daily clean up)
- Being punctual for camp and programs and all other activities as scheduled
- Helping other staff members whenever necessary

Other duties as assigned

Notes to Private Contract Workers:

1. *Parking fees are the responsibility of Private Contract Workers. Rainbow will not be responsible for any parking fines received.*
2. Private Contract Workers agree, by signing the Letter of Agreement, to assist other campers or staff when their child does not require their immediate support.
3. Private Contract Workers will not receive any remuneration from Rainbow for work completed. Contracts are between families and Private Contract Workers.
4. Private Contract Workers do not receive a camp staff t-shirt or keys to the facilities.
5. It is the role of Private Contract Workers to provide support and to facilitate inclusion for their child in all camp activities.
6. Private Contract Workers must participate in the swimming program every day.