



# Adult Sponsor/Leaders Reference Form

Hesperus Policy and Colorado Law require all Sponsors/Leaders at camp to provide three personal references. Please provide us with references from three individuals **not related to you**. Please have them complete their information **and remarks** on this form, or simply attach their information and remarks to this form. These references must accompany your Sponsor Registration Form at registration or you will not be allowed to participate in camp.

This Sponsor Reference is for: \_\_\_\_\_

## Reference #1

Name: \_\_\_\_\_

Date of Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_

Comments of Reference (**must be completed**): \_\_\_\_\_

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## Reference #2

Name: \_\_\_\_\_

Date of Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_

Comments of Reference (**must be completed**): \_\_\_\_\_

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## Reference #3

Name: \_\_\_\_\_

Date of Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_

Comments of Reference (**must be completed**): \_\_\_\_\_

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## Child Protection Policies

### Discipline Guidelines & Abuse Reporting

Under Colorado Statutes, Hesperus Camp is responsible for the safety and welfare of all of our campers/guests. Under our Residential Camp Childcare License all sponsors/leaders of our groups share in that responsibility as an extension of our camp staff. As such it is mandatory that the following policies be understood and agreed to.

#### GENERAL CONDUCT

- Possession or use of beverage alcohol in any form is prohibited. Possession or use of any drugs, other than by prescription or obtainable "over the counter" is prohibited. Possession or use of any lethal weapon is prohibited on camp. **Unless you are staying in a locked private room, all medications are required to be turned in to the first aid staff at registration.**
- Leaders will respond to children and youth with respect, consideration and equal treatment, regardless of sex, race, religion, sexual orientation, culture or socio-economic status. Leaders will portray a positive role model for children and youth by maintaining an attitude of respect, patience, and maturity. They will avoid even the appearance of favoritism.
- One-to-one conversations with children or youth will be done in an open or public or other place where private conversations are possible but occur in full view of others.
- Leaders are prohibited from dating, becoming romantically involved with, or having sexual contact with a child or youth.

#### CHILD DISCIPLINE

Discipline shall be constructive or educational in nature and may include such measures as diversion, separation from problem situations, talking with the child about the situation or praise for appropriate behavior.

1. Campers shall not be subjected to physical harm, fear or humiliation.
2. Campers shall not be punched, shaken, bitten, roughly handled, pinched or subjected to any physical punishment.
3. Separation, when used as discipline, shall be brief and appropriate to the camper's age and circumstances and the camper shall be within hearing range of an adult in a safe, lighted, well ventilated place (not a locked room or closet).
4. No camper shall be punished for toileting accidents.
5. Verbal abuse or derogatory remarks about the camper, their family, race, religion or cultural background are not allowed.
6. Meals may not be denied to the camper as a disciplinary measure.
7. Authority to punish shall not be delegated to another camper.
8. If a camper needs to be sent home the Executive Director of Hesperus Camp must be involved.

#### CHILD ABUSE REPORTING

Under the "Child Protection Act of 1987" (C.R.S. 19-3-301) in the Colorado Children's Code, child care center workers are required to report suspected child abuse or neglect. The law at 19-3-304 states that if a child care worker has "reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions which would reasonably result in abuse or neglect shall immediately report or cause a report to be made of such fact to the county department or local law enforcement agency."

"Abuse" or "child abuse or neglect" means an act or omission in one of the following categories which threatens the health or welfare of a child: skin bruising, bleeding, tissue swelling, or death; any case in which a child *is* subjected to sexual assault or molestation, sexual exploitation, or prostitution; any case in which a child *is* in need of services because the child's parents, legal guardian, or custodian fails to take the same actions to provide adequate food, clothing, shelter, medical care, or supervision that a prudent parent would take.

If at any time a staff member reasonably suspects child abuse, it *is* the responsibility of that staff member to report or to cause a report to be made of this suspicion to the **La Plata County Department of Human Services at 970-382-6150** or the **Sheriff's Office at 970-385-2900**. It *is* not staff's role to investigate suspected abuse--only to report it. Persons who make a good faith report are immune from civil and criminal liability. Additionally, the law provides for the protection of the identity of the reporting party.

A child care worker who fails to report suspected child abuse or neglect commits a class 3 misdemeanor and will be punished as provided in section 19-3-304(4)(a)(b), C.R.S. The staff person could also be liable for damages "proximately caused thereby."

I have read and understand the above requirements concerning my responsibility regarding child protection.

Printed Name

Signature

Date

**CBI / FBI Fingerprint Background Check:**

Go to:

[http://coloradoofficeofearlychildhood.force.com/oec/OEC\\_Providers?p=Providers&s=Background-Checks&lang=en](http://coloradoofficeofearlychildhood.force.com/oec/OEC_Providers?p=Providers&s=Background-Checks&lang=en)

Go to “Colorado Applicant Background Services Vendors”

Go to “Camps”

Fill out the form online

Use CONCJ2046 for the CBI Code for Hesperus Baptist Camp

Use 47760 for Daycare License #

Set time to go get the fingerprints run.

COST: \$49.50

**TRAILS Background Check:**

Go to:

[http://coloradoofficeofearlychildhood.force.com/oec/OEC\\_Providers?p=Providers&s=Background-Checks&lang=en](http://coloradoofficeofearlychildhood.force.com/oec/OEC_Providers?p=Providers&s=Background-Checks&lang=en)

Go to: Child Abuse and Neglect Records Check, Colorado-based, and Out-of-State Applicants

Go to Facility Child Abuse and Neglect (Trails) Request (Colorado licensed facilities only)

Download the form and type in all required information.

Type up the information required (Handwritten will be returned)

Reason: Camp (Residential or Day)

Agency/Facility: Hesperus Baptist Camp

CDHS License Number: 47760

Address: 22265 Highway 140 Hesperus, CO 81326

Name: Bryan Maxey

Phone: 970-385-4389

Email: [info@hesperuscamp.com](mailto:info@hesperuscamp.com)

Sign the form (Not typed), make a copy for your records.

COST: \$35

Send to:

CDHS Attn: Trails BIU

1575 Sherman St. Garden Level

Denver, CO 80203-1714

**Standard Precautions:**

Go to: <https://coloradoprpros.com/course/online-standard-precautions-2020/>

Purchase first

Go to “Or log in to access your purchased courses”

Takes 90 minutes to complete

COST: \$15

**OR**

A free Standard Precautions is located at:

[Colorado Shines Professional Development Information System \(PDIS\) - \(costartstrong.org\)](https://coloradoprpros.com/course/online-standard-precautions-2020/)

I have not used this website; I believe you must create an account first.