

Responsibilities of Group Leaders & Chaperones

While at Klamath Outdoor Science School

The role of the KOSS staff is primarily instructional. Student supervision and discipline is primarily the responsibility of the group leader. The group leader is responsible for student actions and the consequences of those actions during the program.

1. **Group leaders and chaperones are responsible for student supervision at all times.** All leaders and chaperones must remain on site during the full length of the program. Trips to town are not allowed. Any exception to this must be cleared with the KOSS Program Coordinator and Lead Teacher on site.
2. At least one chaperone must accompany each instructional group during every activity, whether in the field or in camp, to help KOSS instructors with safety and management. Their involvement and excitement towards discovery increases the learning level immensely. This might involve strenuous activity, such as several miles of hiking, so chaperones must be physically prepared.
3. Group leaders and chaperones are responsible for their students in the yurt during rest time and throughout the night. There must be two male adult chaperones for the boys' yurt and two female adult chaperones for the girls' yurt. Students should **never** be unsupervised.
4. Male and female areas of camp will be physically separated from each other and male/female boundaries will be specified by KOSS personnel. These must be supervised and enforced by group leaders and chaperones.
5. Group leaders and chaperones are in charge of students during all breaks, rest times, free periods, meal times, and clean-up activities. Students should not be in tents or yurts, or anywhere else, without a chaperone.
6. Rest times should be enforced. Rest is important and necessary for students, and some students may wish to sleep during the rest period. Therefore, it is important that camp is quiet during this time. Students should be in their bunks. They may read or write if they do not wish to sleep. Rest time is not recreational time.
7. Recreational time is provided during each day. Games may be played during this time, and the camp is not expected to be quiet, although screaming or unnecessarily loud noise is discouraged. Group leaders and chaperones must establish a functional supervision and discipline system for all students during this time. Rough play and rude behavior should not be allowed, and all students should be able to participate in an activity if they choose. Students should not be in tents or yurts at this time.
8. Quiet time in camp must be enforced by leaders between the hours of 9:30 p.m. and 7:00 a.m.
9. One participating adult, usually a teacher, will be designated "health officer" who is responsible for all medical forms and insurance information for each student and adult. That person will collect all medications and dispense as appropriate. This person is also responsible for informing the Program Director of all medical and dietary concerns.
10. Policies maintained by your school apply while you are participating in KOSS programs.
11. No pets are allowed at KOSS.
12. No alcohol or tobacco is allowed on site at any time. Illegal substances are not allowed on site.
13. No firearms are allowed on site, except in the possession of official law enforcement personnel. Fireworks and other explosives are prohibited at all times.