



Ignatian Children's Holiday Camp Staff Information

As a staff volunteer, you will meet with the Day Chief at the beginning of your shift to be instructed on your duties for the day. Your role is very similar to yard duty at the College. There will always be a nurse in sight. In the event of a medical emergency, a nurse and Companion will be first line management. No previous experience or knowledge of disabilities is needed, just an enthusiasm to serve.

There will be a list available of Companions and their children and any essential contact numbers if you wish to have one. Key to your role is just being aware of what is happening around camp, observing who is having fun, who looks exhausted, who may need extra support. Approximately 6-8 staff and 5 nurses are rostered on the day and evening shifts so there is a lot of support. You will be allocated one or more of the duties below when you present for your shift.

Duties may include:

- Running errands
- Supervising recreation and balcony areas
- Chatting to parents
- Reporting observation of refusal or inappropriate behavior by campers
- Support exhausted Companions
- Escorting groups to meals and activities
- Driving the buggy
- Assisting with meal preparation

If you chose to have direct contact with a child, some options may include supporting a Companion while they eat or go to the bathroom. If a Companion needs longer assistance e.g rest/sleep this must be approved by the Chief.

We only have a few cautions and you will be reminded of these each shift, they include the following.

- You must not offer a child food without checking with Companions regarding their requirements.
- You must not give a Companion a rest break without approval from the Chief.
- You can only care for a child if it is a quick cover for the Companion to use bathroom facilities or eat a meal.

Due to WHS issues, we can no longer allow staff to bring their own children to the camp.