



Internet Use Policy

Preface

Camp Hawkeye is dedicated to the healthy physical, emotional, and developmental growth of all of our community members; campers & staff. This commitment transcends the summer months and time at camp to include the entire calendar year as well as continued support after an individual's direct involvement with the Hawkeye Program is finished. We strive to maintain practices that support this pledge including pre-camp communication of expectations to campers & parents, as well as extensive, thoughtful, and thorough staff training. The staff at Camp Hawkeye strives to serve not only as counselors, mentors and leaders for our campers but as role models; examples of positive, responsible, and accountable behavior. We believe in the primacy of active example setting, the demonstration of good behavior, and the idea that "Character is what you do when you think nobody is looking."

The Camp Hawkeye community also identifies that staff members are adults who have personal lives distinct from camp life and outside the purview of our community. We hope that as staff members, you will approach each aspect of your life with the integrity, manner, and respect for which you were included in our community. These aspects of your life that are outside of the boundaries of camp life are considered your Private Life, and are expected to remain so. Your romantic life and social choices that are made with other adults in other settings are not to be shared with the younger members of our community directly or made available for them to "encounter" indirectly. The vital distinction between the appropriate and necessary sharing and growth that characterizes the wonderful relationships built at camp and the inappropriate passing along of more intimate or adult material must be recognized and respected. We ask that all campers and families take a similar approach and not present our staff members with awkward or difficult circumstances.

Our Internet Use Policy is consistent with the goals and expectations expressed in the preceding paragraphs. It covers four areas of concern in regards to the internet that are often overlapping and hard to separate; safety, privacy, community, and reputation. The guidelines in this policy can also be applied to **any other area of contact staff and campers may have** outside of the summer program sessions. We ask that you read this policy carefully and ask for clarification of any parts which you find difficult to understand. We encourage you to consult this policy often during and after the summer. Copies of this policy appear in the staff handbook, in the main office and staff lounge, and on the camp website.



Safety

First and foremost we are concerned with safety; the safety of the campers and of the staff. We all know that the Internet is a fun and useful tool, an easy medium for communication and sharing information, but, we also must recognize that it is a public space. The “illusion of privacy” that one gets from sitting alone in a room in front of a computer is just that, an illusion. Other people can access the information that you post or share on the Web and some of these people have unsavory and at times dangerous intentions. Not only must we be careful what we post and share but we must be aware of the existence of these other individuals.

In an effort to ensure the well-being of all community members we must all comply with guidelines for safe behavior and comportment online. This means:

- The only type of relationship permitted between campers and staff members at Camp Hawkeye is a professional leadership relationship.
- Romantic relationships, at any time, in person or on the Internet, as specified during orientation and in the Code of Conduct, are never permitted.
- Lewd jokes or sexual innuendo is similarly prohibited. The limitations of print media, email in particular, to portray emotion or subtlety of intention, make such jokes especially dangerous.
- Staff members are not permitted to initiate off-season contact with campers via telephone, email, instant messaging or other electronic means.
- If campers initiate appropriate electronic contact staff members may engage in age and relationship appropriate communication as long as camp administration are informed of the dialogue. This can be done as simply as staff “bcc-ing” their supervisor on the messages.
- Off-season socializing is encouraged in the form of Hawkeye sponsored trips, camp fairs, reunions, and presentations.
- If you become aware of any in-person or cyber-bullying, contact the Camp Director immediately as it will be dealt with in a manner consistent with camp policy.
- If a camper reveals to you, in person or on the internet, any information that makes you concerned about his/her safety, contact the Camp Director immediately.
- If a camper reveals to you, in person or on the internet, any information about his/her intentions towards someone else, child or adult, that makes you concerned about that person’s safety, contact the Camp Director immediately.
- No one, staff or camper, may post names, addresses, or other contact information, of any member of the Camp Hawkeye community on the Internet. This is done with the obvious intention of ensuring that predators cannot pose as safe and trusted individuals.
- No one, staff or camper, may post pictures of any member of the Camp Hawkeye community on the Internet other than him/herself. This is done with the obvious intention of regulating the appropriateness of all photos that end up on the internet. We intend to keep private any photo that is considered too personal or unflattering.



Privacy

We respect the privacy of all of our staff, campers and families at Camp Hawkeye. We will not post on the Internet, or share with a third party, any contact or personal information. We also want to ensure that Camp Hawkeye is a place where each community member feels comfortable and safe to take risks and extend themselves beyond what they know they are capable. This growth often requires an effort that exposes an individual to a potentially embarrassing situation and demonstrates a vulnerability that is encouraged in a safe and supportive environment such as that at Hawkeye. However, these actions can easily be misrepresented and taken out of context by those not associated with our community.

In addition we do not want to impose restrictions on the private/personal life of staff members. In order to do this staff must be vigilant and maintain their own Internet presence appropriately and with integrity. This means:

- Staff members are not permitted to share, modify, or send photos of campers in the off-season.
- Staff members are never allowed to post photos of campers on the Internet, whether in a personal webpage or web community such as, but not limited to, MySpace or FaceBook.
- Staff photographers are permitted to photograph campers, staff, and activities throughout the summer for use in the yearbook, on the website, or in camp marketing materials; but those photos, and all copies or modifications, are the exclusive property of Camp Hawkeye, LLC.
- No member of the Camp Hawkeye community, staff or camper, is ever allowed to photograph anyone engaged in any private activity, including but not limited to, sleeping, using the bathroom, or changing.
- All staff members must make certain that their Internet presence restricts camper access. This means:
 - Do not permit current or past campers access to your pages or photos on any social networking site, such as FaceBook or MySpace.
 - Do not join any chat rooms that have current or former campers participating unless it is expressly sanctioned by Camp Hawkeye.
 - If you receive any Internet communication from campers or families make sure to inform them that you will let the Director know of it. There is no need to say this in an ominous or caustic manner, simply write something like “The Director, or Garrett, will be so glad to know that we are keeping in touch...”
- Remember that the Internet is a public space; not even email is private in the way that you might expect. Your behavior in this medium should ultimately reflect your values and character and should not differ from that during camp. Keeping these things in mind will help us all make good decisions about what we say and do.



Community

Camp Hawkeye recognizes that the foundation for the tremendous growth that occurs during the summer sessions, for both campers and staff, is the lasting bond that forms between campers and staff. These relationships are necessary for the development of social skills, self-esteem, healthy risk-taking, independence, leadership skills, group skills, problem solving and a taste for adventure. Our goal is to engender and then develop those relationships as the primary driver of our program. This is done before, during, and after the camp season in camp sanctioned, supervised ways. This means:

- Off-season contact between staff and campers is encouraged in five ways:
 - During camp sanctioned or organized reunions, meetings, presentations, or trips.
 - In printed camp publications including newsletters.
 - On the camp website through interactive means such as “Hawkeye News.”
 - Through camp sanctioned email correspondence initiated by the camper with the parents’ permission.
 - Through regular mail correspondence initiated by the camper with the parents’ permission.
- No staff or camper may use the camp’s name or logo to create any unofficial Internet sites. The name and logo are exclusive property of Camp Hawkeye, LLC.
- We discuss the importance and meaning of community at camp during campfires and at other times. We also discuss the relative levels and ranges of the different communities in which we are involved at any one time. In this vein we recognize the fact that each staff member and camper is currently part of many communities; these may include school, family, teams, performing groups, friends, or workplaces. We also understand that the expectations governing what may be discussed or shared may be different. In support of our mission, we ask each and every community member, when communicating within the camp community, to behave honestly and appropriately in accordance to the guidelines set forth during the summer.
- We remind you that child pornography is illegal. Visiting child pornography sites on the Internet, purchasing, possessing, posting, or exchanging child pornography are all criminal acts. Engaging in such crimes will not only result in permanent scarring of your reputation and jail time but will also ensure the permanent and unequivocal severing of any ties with Camp Hawkeye.
- During the camp season staff and campers are permitted to use camp computers or their personal computers at specified times, time off or as a part of an activity, and at designated places, the main office or another approved venue. Camp computers may be used for correspondence, research, and document creation, but may not be used for gaming, commerce, or viewing any type of pornography.
- As youth development professionals all staff members are expected to behave at all times in ways that reflect the seriousness of that responsibility.



Reputation

As a member of the Camp Hawkeye community each and every staff member and camper represents the camp before, during and after the summer season. This reality is addressed in the Code of Conduct as it relates to behavior during the summer in various activities and situations around camp and on out-of-camp trips. However it goes further than the trips engaged in during the summer. All community members contribute to the ongoing preservation and success of our small and vibrant community each and every day. Behavior that reflects badly upon you will also reflect badly on Hawkeye. Remember that it is your actions that define who you are and how people view you, not the things that you profess to think or do. As Martin Sexton has so aptly put it, “One ounce of action beats a ton of words.”

In order to preserve the reputation of Camp Hawkeye, its community, its members, its staff, its families, its campers and its mission we must all recognize our part in its growth. This recognition is extended to require a sensibility of judgment that will allow us to maintain the good feeling and good name of our young community. This means:

- How you behave is a reflection on both you and camp, especially when you are at camp or wearing camp gear outside of camp.
- How you behave in public spaces, and remember the Internet is a very public space, enhances or erodes your reputation as a person, as a youth development professional, and as a young adult.
- No one, staff or camper, may post pictures of him/herself wearing identifiable Camp Hawkeye clothing or paraphernalia while participating in any activity that may call into question his/her judgment or character, or reflect poorly on the reputation of Hawkeye.
- As a part of our hiring practice, we ask each new and returning staff member to provide us with a catalogue of their online presence. We ask that they provide access to their pages on any social networking site, access to any web site they may own, operate, advertise or post on, and any blogs that they may keep.

Postscript

With these guidelines in mind we hope to ensure the safety, privacy, and reputation of each member of our community while supporting their and our, development and progress towards our shared goals of leadership, diversity (inclusion), and community (healthy relationships). If there is a section of the Camp Hawkeye Internet Use Policy about which you have questions, please do not hesitate to call or email us at any time. We also encourage all community members to share additional concerns that they have whether they be sections we may have missed or underrepresented or pieces of the covered topics that we omitted. This policy is supposed to be a fluid document that changes with the realities of the technology that defines many of our interactions today and the needs of our community members within this reality.