



## **Teacher Roles for camps at The Summit.**

Programs at the Summit are run in conjunction with the staff from the visiting school. The Summit Staff take responsibility for leading the arranged activities. Outside of these times the school staff has the responsibility for managing students' activity, behavior and conduct.

You will love being at the Summit and find that roles for visiting staff are simple but important to the camp function. Most of these roles are things that any proactive teacher would instinctively do, however we have found it important to state them, none the less.

### **Meals times:**

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School staff are to assist with serving and managing students in food lines.

At the first meal Summit staff will take much of the serving responsibility however all following meals need to be facilitated by school staff with the assistance of our chef.

### **Roles will typically include:**

- Serving food.
- Establishing a clean up roster for groups of students.
- Monitoring that students dispose of food waste correctly and return utensils to the wash area.
- Monitor students dining room conduct.
- Ensuring that the allocated students wash up and providing assistance to the wash group when necessary.

### **Snacks**

During snack time school staff are required to facilitate the students collecting the allocated quantity of snack until all students and staff have eaten. It is simply a case of having students line up and then watch for students cutting in or returning for early seconds.

### **Activity times:**

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Summit staff will lead activities unless previously stated in the camp schedule.

The school needs to have a school representative at each activity. Their role is to ensure attendance, address inappropriate behavior and provide management of any incidental first aid.

The school will need to provide an **able bodied person to facilitate the dismount from the flying fox**. It is a simple task and instruction will be provided.



### **Outside of program areas.**

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When your school comes to The Summit, you are a guest at our home. We will do our most to be the best host possible and we ask that, as a school staff, you aid us in having your students treat our home, like a home.

This means being alert to poor treatment of property, furniture, equipment or our staff.

To do this we recommend that school staff :

Regularly walk around living areas in evenings and free time periods.

Attend meals a little earlier than students.

Be sure that staff know what the next activity is so that they can move student energy to the next task.

### **Safety**

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Any time large numbers of students congregate there are incidental cuts and bruises. Such things, along with headaches and general complaints are the responsibility of school staff. The Summit will often assist however our staffs primary role is running activity.

In the case of a serious accident The Summit administration will work together with school leadership to make the appropriate decisions. When providing first aid the highest ranking first aid person has the decision making authority.

**If there is a need to take a student to a doctor or hospital, it is the schools responsibility to have a car for this transport and to facilitate the transportation.**  
The summit Staff will assist where required.

Please let students and the Summit staff know who people should go to for first aid, Band aids etc.

### **Clean up & Departure**

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On departure school staff are responsible for checking that living spaces are in the same condition as arrival.

To achieve this:

Create a staff presence during cleaning times by walking between living spaces and offering assistance, feedback or direction.

Ask Summit Staff for any equipment you may need or any information you may require.

Create a lost property location to reduce incidents of students thinking things have been stolen.