



WORLD CAMP INC.

**VOLUNTEER PARTICIPATION AGREEMENT AND
ASSUMPTION OF RISK**

THIS IS A RELEASE OF LEGAL RIGHTS –

READ AND UNDERSTAND BEFORE SIGNING

I am a volunteer who has agreed to participate in a World Camp program in (your program country) (the “Project”). I have chosen to undertake this Project voluntarily. This agreement confirms my understanding of and agreement to the following:

1. Program Arrangements.

I understand that although World Camp will attempt to implement the Project as described in its documentation, it reserves the right to change the Project at any time and for any reason it deems sufficient to promote program objectives, safety issues, or institutional needs.

2. Travel and Accommodations Arrangements.

I understand that I am expected to adapt to different physical accommodations, which may be perceived as inconvenient or uncomfortable by U.S. standards. I further understand that I am financially responsible for any damages to housing or World Camp property arising out of my actions. I understand that World Camp does not represent or act as an agent for and cannot control the acts or omissions of any home-stay family, land transportation, air transportation, carrier, hotel or similar accommodation, or other provider of goods or services related to the Project. I understand that World Camp is not responsible for matters that are not within its direct control.

3. Risks of International Travel.

I understand that participation in the Project and international travel involves risks. These include, without limitation, risks involved in traveling to and within, and returning from, international locations; foreign political, legal, medical, social and economic conditions; different standards of design, safety and maintenance of buildings, public places and conveyances; and local weather conditions. The country or countries to which I will travel may have health and safety standards substantially below those enjoyed in the United States, and I recognize that I may be subjected to potential risks, illnesses, injuries and even death. I have made my own investigation of these risks, understand these risks and assume them knowingly and willingly.

World Camp prides itself on an excellent record of safety for all volunteers, participants and leaders. World Camp takes extra measures of risk management to program safety standards including prevention and emergency response. Though World Camp provides skilled staff, emergency plans and risk management, World Camp cannot guarantee the safety of volunteers and participants.

I understand that World Camp has attempted to provide volunteers and participants with the appropriate equipment and skilled staff for its volunteer programs. Nevertheless, the activities of



WORLD CAMP INC.

VOLUNTEER PARTICIPATION AGREEMENT AND ASSUMPTION OF RISK

the volunteer programs have risks, including certain inherent risks. The following describes some but not all of those risks.

- A. World Camp programs are conducted in foreign developing countries and World Camp-sponsored activities occur in urban and rural areas. International and bush travel has danger and risk. World Camp volunteers may work in remote areas where access to communication and transportation may be limited as well as means of rapid evacuation or adequate medical care, supplies, or facilities. I acknowledge that World Camp recommends that I never travel alone, particularly at night. Being alone, especially at night, may present additional danger to my safety and well being
- B. World Camp programs are conducted in foreign developing countries and volunteers and participants may be exposed to laws, legal systems, customs and behaviors, to animals, diseases and infections, not common in the United States. Further, the Project may be subject to political unrest, riots, demonstrations, acts of government, banditry, terrorism and other criminal conduct, including drug related activities, social unrest or criminal events such as spontaneous civil disturbances due to political or economic issues, carjacking, residential break-ins, and street crime (robbery and pick-pocketing). Further, I understand and acknowledge that the laws of the host country shall apply to me as long as I remain in the country and that U.S. laws will not protect me during this period. I agree to make reasonable and good faith efforts to become informed of all laws, regulations and standards for each country to or through which I travel during my participation. I further agree to abide and comply with those laws, regulations and standards.
- C. World Camp volunteers live indoors and camp outdoors in developing countries, where volunteers and participants are subject to numerous environmental, social and other risks. Activities vary from program to program and may be strenuous, physically and emotionally. Activities include standing, teaching, dancing, singing, walking, camping, hiking, digging, planting trees, cooking with electric and gas stoves, swimming. Environmental hazards and risks with such activities include but are not limited to deep and or cold water, insects, snakes and predators and large animals, falling or rolling rocks, lightning, flash floods, fire, falling timber, natural disasters and forces of nature including weather that may change to extreme conditions. Possible injuries, disease and illnesses include sunburn, fatigue, heat exhaustion, heatstroke, dehydration, slips and falls, blisters, burns, drowning, travelers' diarrhea, malaria, typhoid fever, yellow fever, sleeping sickness, parasite infections, bilharzias, polio and bacteria infections.
- D. World Camp program volunteers and participants will travel to, in and around developing countries particularly in rural areas. World Camp volunteers may encounter road conditions that differ significantly from those in the United States and volunteers may be subject to dangerous road travel. Potential means of transportation include but are not limited to walking, bicycle, rickshaw, automobile, truck, bus, hired bus, train, raft, boat,



WORLD CAMP INC.

**VOLUNTEER PARTICIPATION AGREEMENT AND
ASSUMPTION OF RISK**

ferry or airplane. Possible injuries or death may occur from traffic accidents, boat sinkings, airplane crashes and/or other accidents.

- E. Volunteers and participants may engage in a home-stay activity for multiple evenings. Volunteers and participants are matched with a family identified by a school official. Volunteers and participants stay with the family in their rural village. The village may be impoverished with limited or no access to medical facilities, transportation means and police enforcement. World Camp skilled staff will be present to assist in any emergency however World Camp can not guarantee the safety of volunteers and participants.
- F. Volunteers and participants will travel to popular tourist destinations via methods of transportation that may include, but are not limited to, travel by truck, bus, hired bus, ferry, boat or train. Volunteers and participants assume all personal risks of this travel as well as all risks associated with these trips, which may include, but not be limited to, safari game drives, walking safaris, camping in a camp ground under the maintenance or private security and/or ownership, hiking, boat rides, camel riding, swimming, snorkeling, visits to public markets and touring of popular tourist sites.
- G. Equipment may fail or malfunction, despite reasonable maintenance and use. Equipment includes but is not limited to travel vehicles, cooking stoves, computer equipment, swimming pool, bikes and security equipment.
- H. "Free" or transit time is defined as time before and after the official start and end dates of the World Camp program in which the volunteer or participant has chosen to spend on their own in the country in which the World Camp program is conducted. Free or transit time is not part of the World Camp program and World Camp has no responsibility to the volunteer or participant during these periods of time. World Camp staff may provide assistance or even accompany volunteer or participant during this time but in doing so, they are acting as private individuals and World Camp is not responsible for their conduct. If a volunteer wishes to utilize free or transit time, the volunteer must complete the Waiver and Release Form for Volunteer Traveling Independently of Group.

4. Health Insurance and Medical Care.

I carry valid and current medical and/or travel insurance and have a valid insurance identity card that I will bring with me to the World Camp program in which I am participating as shown by the Proof of Insurance Form I have submitted to World Camp with this Volunteer Participation Agreement and Assumption of Risk. I have determined that this insurance is adequate to cover injuries or illnesses that I may sustain while participating in the Project. I will be solely responsible for payment in full of all costs of medical care I may receive overseas.

I have consulted with a medical doctor with regard to my personal medical needs and about the location where the program is to be offered. I have or will acquire all the immunizations recommended by the U.S. Center for Disease Control and all other inoculations necessary for



WORLD CAMP INC.

**VOLUNTEER PARTICIPATION AGREEMENT AND
ASSUMPTION OF RISK**

safe travel in the areas I am visiting. I have no past or current health-related reasons or problems that may preclude, restrict, or affect my participation in this program, other than those that I disclosed on the medical form submitted to World Camp. I am able to participate in the Project without causing harm to myself or to others. The medical information I have provided to World Camp is correct and all relevant physical or mental medical conditions have been disclosed. I agree to notify World Camp of any new medical condition as soon as practicable after diagnosis and/or treatment.

I authorize World Camp to obtain or provide emergency hospitalization, surgical or other medical care for me if World Camp staff deems such hospitalization or care necessary. Further, I agree to authorize any such third party medical care provider to exchange relevant medical information with World Camp as necessary to coordinate my care or travel home. World Camp staff will strive to seek and provide the best medical care available but shall have no liability regarding the adequacy of medical care and supplies that may be provided. Costs reasonably associated with medical services, including evacuation, are my responsibility.

5. Standards of Conduct.

I recognize that I assume an important personal obligation to conduct myself in a manner compatible with local laws and regulations, and with World Camp's policies for volunteer conduct, as set forth in the World Camp Participant Policies and Procedures. I promise to act responsibly and will become informed of, and will abide by, all such laws, regulations and standards. I agree to act in a manner which is appropriate and acceptable to my fellow volunteers, my country, my host countries, people and students with whom I work, people native of the regions which I visit, and myself. Appropriate behavior is defined as a behavior that is not threatening to myself or others, and a behavior which does not jeopardize the lives or mission of other World Camp volunteers. Abuse of alcohol or other drugs is not acceptable. I will comply with World Camp's policies, standards and instructions for volunteer and participant behavior. I agree that World Camp has the right to enforce the standards of conduct described above.

6. Travel Arrangements.

I understand that World Camp does not represent or act as an agent for, and cannot control the acts or omissions of, any transportation carrier, hotel, tour organizer or other provider of food, goods or services involved in the Project. I understand that World Camp is not responsible for matters that are beyond its control, and that it cannot warrant the safety or convenience of the circumstances under which I will be living or working.

7. Miscellaneous.

I understand that as a volunteer of World Camp, Inc., I have committed myself to follow the mission of World Camp and to be an active volunteer or participant. I understand that I am not an employee of World Camp but a volunteer, providing my time and services in consideration for participating in the World Camp program.



WORLD CAMP INC.

**VOLUNTEER PARTICIPATION AGREEMENT AND
ASSUMPTION OF RISK**

Any dispute between World Camp and me shall be governed by the substantive laws (not including the laws which might apply to the laws of another jurisdiction) of the state of North Carolina, and any mediation or suit shall occur or be filed only in the state of North Carolina.

If the parties to this agreement have a legal dispute which cannot be settled amicably by negotiation, the parties will attempt to settle the dispute through mediation before a mutually acceptable mediator whose name appears on the registry of names recognized by North Carolina courts as qualified persons for mediation assignments. I agree to pay all costs and attorneys' fees incurred by World Camp in defending a claim or suit, if the claim or suit is withdrawn or to the extent a court or arbitration determines that World Camp is not responsible for injury or loss. Should World Camp or anyone acting on their behalf be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.

I authorize World Camp to share my contact information with other World Camp volunteers and/or with other organizations or strategic partners in which World Camp volunteers may be interested. I give World Camp permission to use my name, contact information and picture or pictures I have shared with World Camp in promotional materials and press releases.

I agree that if any portion of this agreement is found by a court or other appropriate authority to be void or unenforceable, the remaining portions shall remain in full force and effect.

8. GENERAL RELEASE.

I have read and understood all materials World Camp has provided to me regarding my participation in the Project, including, but not limited to, the Volunteer Policies and Procedures. Acknowledging and understanding all of the risks and obligations described above, as well as the information set forth in the Volunteer Policies and Procedures, I agree, on behalf of my family, heirs and personal representative(s), to assume all the risks and responsibilities surrounding my participation in the Project. To the maximum extent permitted by law, I release, hold harmless and agree to indemnify World Camp, and its officers, directors, faculty, staff, representatives, employees and agents, from and against any present or future claim, loss or liability for injury to person or property which I may suffer, or for which I may be liable to any other person, related to my participation in the Project (including periods in transit to or from my destination), resulting from any cause, including but not limited to ordinary or gross negligence.

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WORLD CAMP INC.

VOLUNTEER PARTICIPATION AGREEMENT AND ASSUMPTION OF RISK

I certify that I am age 18 or older. I have carefully read and freely signed this Assumption of Risk and General Release Form. I understand and agree that no oral or written representations can or will alter the contents of this document. I agree that this agreement shall be governed by the laws of the State of North Carolina, which shall be the forum for any lawsuits filed under or incident to this agreement or the Project.

Signed: _____ Date: _____

Volunteer Name (print) _____

Emergency contact information

Name: _____ Phone: _____

Acknowledgement

State of _____ County of _____

Country (if outside the US) _____

I certify that _____ personally appeared before me this day, acknowledging to me that he or she signed the foregoing document.

Date: _____

Notary Public

(Official Seal)

Printed Notary Name

My commission expires: _____



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

INTRODUCTION

The following Policies and Procedures set forth World Camp's guidelines, rules, requirements, and general advice regarding participation in World Camp programs. All participants in World Camp programs are required to comply with these Policies and Procedures for the duration of the entire program. If you have any questions regarding any of the following information, please contact the World Camp office in North Carolina.

All program participants are required to sign and have notarized these Policies and Procedures to indicate that you have read and understood the information contained herein. Additionally all participants are required to submit the following forms to the World Camp office by the due date indicated on the acceptance email:

- Participant Agreement and Assumption of Risk Form (paper, notarized)
- Proof of Insurance Form (paper, notarized)
- Waiver if traveling independently of World Camp group (paper, notarized)
- Medical Disclosure Form/Authorization for Release of Information (paper, completed by health care professional and signed by participant)
- Emergency Contact Form (electronic or paper)
- Deposit Consent Form (paper)

Risk Management

World Camp recognizes and carefully considers the inherent risks and hazards of traveling, living and volunteering in foreign developing countries. World Camp has a strong commitment to promoting a safe, positive learning environment that provides the physical and emotional well-being for all participants. We are very proud of our excellent record managing the risks associated with international travel and volunteer work.

The majority of participants are drawn to the World Camp program from the experiences and stories they have heard from other World Camp participants. World Camp is proud of this strong network of participants that grows with every year and views it as an indication of how our participants value their World Camp experience. However, this World Camp experience is not easy and potential participants should carefully consider the participant commitment. International travel poses real dangers and risks. Participants will travel throughout impoverished rural and urban communities to carry out the World Camp mission. **This document will list and describe the risk management efforts World Camp follows in order to ensure the best possible safety for participants and staff.** Each member of the World Camp team plays an important role in these efforts including volunteers, participants and staff. In other words, safety is everyone's responsibility. A World Camp volunteer should consider the program demands set forth in this document by reading the program descriptions and World Camp Curriculum, researching the country in which they are volunteering, and understanding the required activities associated prior to arrival in their host country.



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

All program participants are expected to attend all camps and other World Camp events unless prevented by illness or injury or unless the participant has received permission from a World Camp Program Coordinator.

1. Physical and Emotional Program Demands

- 1.1 World Camp participants must be in healthy physical and mental condition, have a positive attitude, and be prepared for the demands of the program. World Camp participants are expected to work hard during the busy course of their four or five week program.
- 1.2 Upon arrival, participants begin orientation and practice teaching. Within four days of arrival, participants begin traveling to projects and facilitating the curriculum to groups of children and/or adults, sometimes as many as forty participants in a group. Days spent in rural projects are long, beginning early in the morning participants will be up to pack supplies and travel up to one and a half hours. Participants will spend a great deal of time on their feet; talking, engaging with their students, teaching, playing games and dancing. Participants return to the city generally by 5pm to unpack and prepare for the next day of teaching. Typically participants work about six days a week. Participants will be exposed, perhaps for the first time, to children and adults living in very poor conditions. This sort of exposure can be difficult for some individuals and they may experience some emotional strain. World Camp participants and staff function as a group, and such emotional strain may be reduced by this group dynamic and support. While this emotional response is understandable and normal, World Camp cannot allow participants to let this negatively affect their work in the schools or the group as a whole.

2. Communication Prior to Trip

World Camp participants are responsible for communicating with World Camp prior to travel. Prior to the program's initiation, World Camp participants must have regular access to email; World Camp will send regular emails regarding trip and session preparation. World Camp participants will be responsible for completing and submitting various documents including the Participant Agreement and the Medical Disclosure Form/Authorization for Release of Information to World Camp prior to travel (please see checklist for a full list of required documents). These forms require the signature of a notary public, so please allow enough time to complete this process.

3. World Camp Staff

World Camp's skilled staff may be made up of Country Directors, Program Coordinators, and Assistant Coordinators. These individuals will have relevant experience with country and culture as well as experience managing and leading groups of volunteers. In addition, World Camp Program Coordinators will hold certificates in CPR/First Aid.



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

4. Travel to Country

World Camp participants are required to research and reserve their own airline tickets. World Camp may assist in this process and even purchase the ticket, if the participant wishes to fundraise for the ticket price in addition to program fees. World Camp participants are also responsible for getting themselves to the airport on time. In most cases, international travel to the country is unsupervised by World Camp staff. World Camp will attempt to provide supervised travel for programs involving minors, however this supervision is not guaranteed. On the specified arrival dates, World Camp staff will be awaiting the participant's arrival in the airport for transport to the World Camp house. World Camp participants are responsible for transporting their own gear. Any participants arriving on a day other than a specified arrival day, or departing on a day other than a specified departure day will be responsible for their own transportation and lodging and not under the supervision or responsibility of World Camp until the official start date and after the official end date of their program.

Program Start Date: _____ Program End Date: _____

5. Legal Obligations and Policies

- 5.1 It is recommended that program participants familiarize themselves with local conditions and laws prior to arrival. While in a foreign country, a visitor is subject to that country's laws and regulations, which sometimes differ from those in the U.S. or country of origin and may not afford the protections available to the individual under U.S. or country of origin's laws. Penalties for breaking the law can be more severe than in your country of origin for similar offenses. Persons violating foreign laws, even unknowingly, may be dismissed, arrested or imprisoned. Penalties for possession, use or trafficking in illegal drugs may be severe, and convicted offenders can expect long jail sentences and heavy fines.
- 5.2 The laws of the host country shall apply to program participants as long as they remain in country. This applies to everything from drug possession and alcohol laws to currency exchanges, dress codes, and drunk driving. In the event that a participant breaks any law within the host country, the said participant will be dismissed from the World Camp program and it will be their responsibility to deal with the consequences.

The U.S. Embassy can notify the participant's family and help arrange for legal representation, within the laws of the host country. For more information, visit the U.S. State Department web page on assistance to U.S. Citizens arrested abroad:
http://travel.state.gov/travel/tips/emergencies/emergencies_1199.html.

6. World Camp Housing

The World Camp team consisting of 1 to 30 people (dependent on program) will reside in a secure location, often in a World Camp house. The house will be of sufficient size to



PARTICIPANT POLICIES AND PROCEDURES

accommodate all participants and equipped with bedrooms, running water, baths and kitchen facilities. All houses will have electricity and telephone service (if not by a landline then by cellular service). Windows and doors will be in proper working order and have the ability to lock. All houses will be staffed with 24 hour security. Fire plans and evacuation plans will be posted and smoke detectors will be installed. Participants will sleep indoors most evenings; however, there are some occasions when participants will sleep outdoors especially when on cultural excursions. Camping may possibly be in co-ed tent groups. When camping, World Camp staff will be present and campground nighttime security will be provided by the campground operator. On all occasions, emergency plans are maintained to direct staff to closest possible hospital or clinic.

The following policies are in place to encourage cohesiveness for community living during the program session.

- 6.1 Each participant must be responsible for keeping his/her personal items in an organized manner. Participants may bring valuable items such as laptops, computers and music players at their own risk but must be responsible for items at all times. World Camp houses may have access to secure areas such as safes or lock boxes but this is not guaranteed and participants will store their items at their own risk.
- 6.2 Each participant is expected to respect other's belongings, privacy, and personal space and time. Each participant is expected to contribute to group cleaning efforts.

7. Food

Dependent on program, World Camp participants will be preparing daily meals in rotating cook groups. All foods will be purchased from area grocery stores and produce stands. To reduce risk, World Camp group meals are vegetarian. Recommended methods of washing and preparing foods will be utilized. Participants will also be prepped on washing dishes and maintaining a clean and sanitary environment. Despite these efforts it is still likely that participants may experience "traveler's diarrhea".

8. Emergency Plans

- 8.1 World Camp staff utilizes a dynamic emergency plan throughout the program session. Dependent on setting, the plan will provide guidance to closest hospital or clinic. Plans will also contain emergency contact and medical information about each participant. Due to the extensive travel into the rural communities, this plan must be dynamic. World Camp staff will always have a cellular phone; however, due to the limited capacity of cellular phones in rural areas, they can be unreliable.
- 8.2 In the event of an emergency situation, World Camp staff may cancel any or all planned activities, restrict participant privileges, and/or cancel any or all programming if deemed necessary without prior notification. During an emergency, participants must follow World Camp Program Coordinators' instructions without question or argument and are



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

required to submit to any restrictions on behavior and/or travel if deemed appropriate by the World Camp Program Coordinators until the situation is resolved or declared safe by local authorities and/or embassies from countries of origin.

9. Communication

As mentioned before, World Camp programs will have regular access to telephone and cellular service at the World Camp house in case of emergencies. Both the telephone and cellular services have international calling capability. There will be occasions when the World Camp group will be away from the telephone service and the cellular service may be limited.

Some World Camp programs will have internet service in the World Camp house. On occasions when such service is not available in house, participants may have internet access through a café or shop in town.

10. Travel Within Country

- 10.1 Regular travel within country will be by World Camp vehicles and/or hired vehicles. Drivers will be World Camp staff or hired drivers and will be experienced drivers. No participants are allowed to drive the vehicles absent an emergency. All occupants of the vehicles are expected to wear a seat belt at all times if at all possible. There will be no long distance traveling in vehicles after dark except in extreme emergencies. Travel within city limits after dark will be possible when deemed appropriate. In addition, the vehicles will be in proper working order. World Camp recognizes that driving may be one of the most dangerous activities in the program. Roads may be in poor repair and other drivers may be reckless. World Camp drivers will follow strict guidelines including defensive driving, limited speeds (no more than 80km/hour) and traveling in caravan.
- 10.2 Participants are prohibited from arranging their own travel during a World Camp program. Participants are explicitly prohibited from travel by motorcycle, moped, horseback, mini-buses, trains, non-World Camp vehicles, and pickup trucks. World Camp vehicles, except in special circumstances and with exclusive authorization of World Camp staff, will not accommodate non-participant passengers.
- 10.3 World Camp employs the buddy system as a measure to increase safety. Whenever a participant is outside of the World Camp house and grounds, they are to be accompanied by one or more other World Camp participants. If a participant wishes to leave the World Camp grounds for errands or exploration, they must seek permission from a coordinator as well as find one or more other participants to accompany them on the outing. Each house will have a sign-out process where participants will report their whereabouts and expected return. This process is necessary for safety precautions. If the participant's travel plans are deemed hazardous, World Camp Program Coordinators have the right to deny permission to visit the intended area. Leaving the World Camp house at night is strictly limited and only permitted when accompanied by a World Camp Program



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

Coordinator.

11. HIV Notice

The countries in which World Camp conducts programs are places where many people are HIV positive. If you choose to have sexual contact with anyone during your time in any of these countries, you are significantly increasing the normally low risk of contracting HIV. World Camp firmly discourages such behavior.

12. Medical Emergencies

- 12.1 The majority of medical incidents (minor scratches, minor cuts, bug bites, diarrhea, etc.) may be treated in the house or while in rural communities. World Camp maintains an extensive first aid kit at the World Camp house and during travel. Serious incidents, such as a fracture, flu, or malaria, will require transport to a medical facility. If deemed necessary, medical evacuation will be ordered by the hospital or clinic. All World Camp participants are required to purchase travel insurance for the duration of their stay in the country and must provide proof of this insurance to World Camp using the Proof of Insurance form. This travel insurance must cover general medical expenses as well as medical evacuation. For a list of appropriate travel insurance providers, please contact the World Camp office. World Camp participants are responsible for any costs generated by medical care.
- 12.2 It is imperative that all program participants understand that they assume certain risks associated with international travel and service work. World Camp does not guarantee program participants' health or safety. The risk of illness or injury, even serious injury or death, is unavoidable in international travel.
- 12.3 In the event of a medical emergency or in any situation where a participant's health may be at risk, the participant is required to follow instructions of World Camp Program Coordinators in addition to medical advice from consulted physicians. Failure to do so may result in dismissal from the program as described in section 20 of this document.
- 12.4 If deemed appropriate by World Camp Program Coordinator, participants may be asked to undergo mental or physical assessment at their own expense. If the participant refuses such assessment or if a doctor determines that a participant's physical or mental condition prohibits her/him from fulfilling World Camp responsibilities, the individual may be required to leave the program at her/his expense and without receiving a refund as described in section 18, the World Camp Cancellation Policies. Consent to physical and/or mental stability from the doctor does not preclude a participant's dismissal.
- 12.5 Before you arrive, thoroughly read all materials we send you, and call the office if you have questions. Participation is contingent upon the receipt and review of the materials listed above. World Camp seeks participants who are motivated to teach children and



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

adults about challenging issues in their communities. Participants must be in good health, physically and emotionally, and socially responsible.

13. Conduct

- 13.1 World Camp is not a suitable choice for individuals with behavioral, motivational or rehabilitation issues. World Camp will not allow admission to anyone we believe to be incapable of meeting the physical, mental, social, or safety demands of our programs.
- 13.2 Confrontational situations with locals should be avoided. Participants should make a point to behave appropriately and conservatively in public. It is expected that each member of the group be on time, and prepared for any set and scheduled event. Tardiness will not be tolerated. Participants are expected to carry their passport or a copy of their passport at all times.
- 13.3 World Camp does not condone alcohol use however it does not restrict it completely. With regards to alcohol, World Camp will obey the laws of the countries in which the program is conducted. In some areas in which World Camp works, alcohol use is prohibited. If alcohol use is allowed, participants are expected to conduct themselves responsibly. There is to be no excessive drinking. Any problem with drinking while with World Camp will be dealt with under the “Breaking Policy” section of the Policies and Procedures. If deemed appropriate, Program Coordinators maintain the right to restrict the use of alcohol.
- 13.4 World Camp prohibits the use or possession of all drugs illegal in the U.S. as well as any additional substances illegal in the host country. This includes the misuse and/or abuse of prescribed medications.
- 13.5 The team of World Camp Program Coordinators and participants will become a community, as they will be traveling, working and living together for the four, five, or six week period. World Camp strives to create an opportunity for participants to get to know each member of this team and community. If a dispute occurs between group members, participants are responsible for first bringing the issue forward between the parties involved. If there is no resolution, secondly, bring in a Coordinator to help mediate and solve the problem. The idea is to keep as few people involved as possible. If you are uncomfortable in any situation, speak up. Your silence is your consent.
- 13.6 World Camp will dismiss any participant who exhibits behavior that, in our sole discretion, is unsafe, disrupts, or distracts from the educational mission of the program and/or the functional group dynamic. Harassment, use of drugs and alcohol, theft or misuse of property, inappropriate relationships with group members and/or staff of World Camp, and ignoring instructions are examples of conduct that will lead to dismissal. If a participant is dismissed there will be no refund or partial refund of deposit or program fee and the participant will be sent home at their own expense.



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

14. Dress Policies

Expected attire will vary according to location and activity; therefore participants may bring a range of clothing to program sessions. Participants should review the suggested packing list in the Volunteer Packet for more direction on clothing.

- 14.1 For Camp: Appropriate attire must be worn during all programs. Clothing requirements vary among program locations. For more detailed information on dress, please consult the program specific Volunteer Packet. Participant's uniforms must be kept tidy and in good condition.
- 14.2 In Town: Though the attire required may vary by program location, in general participants are to dress conservatively and be respectful to local customs and cultures. Though other tourists or even locals may be seen in public with less clothing, World Camp participants are expected to abide by this policy to uphold World Camp standing in the community. Specific appropriate attire is outlined in the Volunteer Packet. Because participants represent World Camp at all times while on the program, World Camp Program Coordinators reserve the right to restrict any clothing deemed inappropriate. World Camp participants should try to refrain from wearing jewelry, especially flashy or expensive jewelry. Everyone must wear shoes, during program activities. At tourist destinations: while on World Camp grounds or at tourist locations, participants may wear comfortable clothes, provided such clothes are not deemed inappropriate by World Camp staff.

15. Camp Policies

These policies are to be observed during times when the World Camp team is conducting any program for an urban or rural community or group. This may be referred to as a "camp", "project", or "program."

- 15.1 Participants will teach the World Camp curriculum and limit deviation to a minimum. Participants should not display favoritism to any student, participant, teacher, translator, or other participant during camp. Participants are required to report any student behavioral or medical problems to a World Camp Program Coordinator or headmaster; participants may not attempt to solve any of the issues himself or herself. Public displays of affection between men and women will not be accepted in camp. Each participant is expected to behave respectfully, responsibly, and appropriately for each culture we encounter. The participant represents World Camp. Each participant is expected to complete his/her camp responsibilities in a timely manner. Participants may not make World Camp commitments without World Camp staff approval. Participants are not to distribute the World Camp curriculum without consent of World Camp Inc.
- 15.2 Each participant is expected to participate in daily camp evaluations. Participants serving in teacher and team leader roles must remain with the group unless deemed appropriate. Profanity or implications of profanity and unprofessional behavior will not be tolerated in



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

campers. Participants are not to give away any clothing, gifts, candy or any additional items not included in the World Camp curriculum during the camp. There will be other appropriate opportunities to give gifts if desired.

16. Sexual Harassment Policy

- 16.1 World Camp Inc will not tolerate Sexual Harassment by participants and members of the organization. Sexual Harassment means sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature when submission to or rejection of such advances, requests, or conduct is made either explicitly or implicitly a term or condition of participant position.
- 16.2 Sexual Harassment may also include advances, requests, or conduct that have the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, humiliating, or sexually offensive work environment.
- 16.3 Examples of sexual harassment include, but are not limited to unwelcome sexual advances (physical touching or not), sexual jokes, gossip regarding one's sex life, comments on an individual's body, comments about an individual's sexual activity, inquiries into an individual's sexual experiences, sexual gestures, and brushing against the body. Participants may file written or oral complaints to a Program Coordinator. Disciplinary action or dismissal will occur after an investigation of the complaint conducted by Program Coordinator is found to be accurate. If a complaint is filed involving a Program Coordinator, the remaining Program Coordinators will conduct the investigation.

17. Equal Opportunity

World Camp does not discriminate on the basis of race, color, religion, creed, sexual orientation, national origin, age or disability in the administration of its admission or employment policies. Unfortunately, if World Camp reasonably determines that a disability could lead to an inappropriate level of danger to the participant, students or other participants, based upon a particular activity, then that person may be ineligible for that particular program. However, the said individual would not be excluded from other opportunities offered by World Camp.

18. World Camp Cancellation Policies

If you cancel or leave a course for any reason including dismissal:

1. Deposits are non-refundable.
2. All donations are non-refundable.
3. Program fees are non-refundable. In the event of an emergency cancellation, program fees may be applied to another program.

If World Camp cancels a course for any reason:



WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

1. Deposits are non-refundable
2. Refunds of donations will be considered on a case by case basis
3. Refunds of program fees will be considered on a case by case basis

19. Breaking Policy

If a participant breaks one of the rules enumerated in these Policies and Procedures or behaves in a manner that World Camp staff deem otherwise inappropriate or unsafe, the participant shall receive a verbal and/or written warning and World Camp staff will assess the infraction. If infraction is deemed severe enough, World Camp reserves the right to limit the participant's freedom and/or dismiss the participant from World Camp at the participant's expense as described in the Grounds for Dismissal Policy

20. Grounds for Dismissal

- 20.1 World Camp reserves the right to dismiss individual participants from the program at any time during the session in any and all instances where one of the Policies has been violated or if the participant's dismissal is otherwise deemed by the in-country Program Coordinator team in the best interests of the participant or program. Dismissal may occur without prior notification to the participant if necessary.
- 20.2 Dismissal of a specific participant will be discussed and agreed upon by the in-country Program Coordinator team and the World Camp President. If appropriate, in-country Program Coordinators will discuss the incidents leading up to dismissal with the participant, at which time the participant will have the option to sign the Volunteer Consent Agreement to voluntarily leave the program prior to their scheduled departure date. If this option is refused, the participant must sign the formal letter of dismissal. World Camp will notify the participant's emergency contact of the details of the participant's departure from the program whether such departure was voluntary or mandated by World Camp leadership.
- 20.3 Participants who are dismissed are solely responsible for the costs of changing their plane tickets and all other costs incurred as a result of their dismissal. This includes costs incurred after dismissal but while the participant is still in the country. Refunds will not be granted as described by the World Camp Cancellation Policies. World Camp staff will provide reasonable assistance to dismissed participants in coordinating travel home, e.g., providing them with use of a telephone and/or computer in order to reserve plane tickets and to contact family members.

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WORLD CAMP INC.

PARTICIPANT POLICIES AND PROCEDURES

I, _____ have read, understood and agree to these Policies and Procedures.

Signature _____

Date _____

Acknowledgement

State of _____ County of _____

Country (if outside the US) _____

I certify that _____ personally appeared before me this day, acknowledging to me that he or she signed the foregoing document.

Date: _____

Notary Public

(Official Seal)

Printed Notary Name

My commission expires: _____