

УКРАЇНСЬКА СКАВТСЬКА ОРГАНІЗАЦІЯ
В США



ПЛАСТ

Крайова Пластова Старшина

700 N. CEDAR ROAD
JENKINTOWN, PA 19046



UKRAINIAN SCOUTING ORGANIZATION
USA

PLAST

Board of Directors



TEL.: (267)287-8334
EMAIL: KPS@plastusa.org



CHILD PROTECTION POLICY: CAMP SIGN IN/OUT

Purpose

This policy establishes procedures for signing campers in and out of camp during the camping season, including during dozvil'ya (camp recess) and any other authorized departures from camp grounds. It applies to all campers, regardless of age, and to all parents, guardians, and other adults authorized to receive campers.

Authorized Adults

An "Authorized Adult" is a person who has been pre-approved, in writing, on the camper's registration or camp application form to sign a camper in or out of camp. After the registration or application process has closed, parents and guardians may also designate an individual as an Authorized Adult by communicating this to the camp leadership in writing. Authorized Adults are limited to:

- The camper's parent(s) or legal guardian(s);
- Other custodial adults specifically named on the camp application or registration form, or as communicated in writing after the registration or application process has closed, and pre-approved by the camper's parent or guardian.

No other individual — including relatives, friends, or other camp parents — may sign a camper out of camp unless explicitly listed as an Authorized Adult. Camp staff may request photo identification to verify the identity of any person claiming to be an Authorized Adult before releasing a camper to that person's custody.

Camp Responsibility for Campers

From the moment a camper is signed into camp until the moment that camper is formally signed out, the camper is under the full responsibility and supervision of camp staff and leadership. During this time:

- Campers may not leave camp grounds, their designated camp area, or any supervised activity area without being formally signed out by an Authorized Adult.
- Campers may not walk away from camp, leave on their own initiative, or depart with any person who has not been identified and verified as an Authorized Adult and who has not signed the camper out.

- Failure to adhere to this policy by a camper constitutes a violation of camp rules and is subject to disciplinary action up to and including dismissal from camp.

Sign-Out Procedures

Each camp administrator (or designee) will maintain a sign-out log containing the names of all campers in that camp, along with the names of those authorized to sign each camper out. The following information must be recorded at the time of each sign-out:

- Date of sign-out;
- Time of sign-out;
- Full name of the Authorized Adult signing the camper out;
- Signature of the Authorized Adult.

An Authorized Adult must sign out a camper before that camper leaves the custody of camp staff. No camper may depart camp grounds prior to the completion of the sign-out process. This procedure must be used for dozvilya, when campers are signed out of camp for any other purpose, and at the conclusion of camp. Sign-out logs will be submitted to Administration at the conclusion of each dozvilya period and at the end of camp and retained in camp records.

Sign-In Procedures

When a camper is returned to camp by an Authorized Adult, the return must be formally documented in the sign-in log, recording the date, time, and signature of the Authorized Adult returning the camper. In the case of dozvilya, campers may not be signed in more than one (1) hour before the scheduled end of a dozvilya period.

Camper Status Upon Return to Camp

Once a camper has been signed back into camp, that camper is once again under the full responsibility and supervision of camp staff. The following rules apply immediately upon sign-in:

- The camper must remain with their assigned camp group and under the direct supervision of their counselor at all times.
- The camper may not sit separately, remain with a parent or guardian, or position themselves apart from the camp group — including during activities that are open for parents and guests to attend (such as performances, ceremonies, or open programming).
- Parents and guardians who wish to remain on camp grounds after signing a camper in are welcome to do so as guests, subject to the oselia's Guest and Visitor Policy, but may not serve as the camper's supervisor and may not interfere with camp activities.

This rule exists to ensure that all signed-in campers are fully accounted for and under consistent, reliable supervision at all times.

Reporting and Accountability

Camp staff are directed to immediately notify camp administration when an individual that is not an Authorized Adult attempts to pick up a camper.

Within thirty (30) minutes of the conclusion of each dozvillya or sign-in period, each camp Kommandant will radio Administration to report the numerical strength of their camp and identify any campers who have not yet returned or been signed in.

Administration must be notified promptly if:

- A camper has not returned from dozvillya;
- A camper is otherwise unaccounted for.

If a camper cannot be located within fifteen (15) minutes of a scheduled return, Lost Camper procedures will be initiated in accordance with Camp Emergency Procedures.

Effective Date: May 1, 2026

Plast Ukrainian Scouting Organization USA

Policy approved by the Board of Directors on 04/08/2026