



134 PR 223  
AQUILLA, TEXAS 76622-2582  
PHIL COLQUITT, CEO  
TEL: 254-694-3689  
FAX: 254-694-4174

## Summer Staff Lifestyle Agreement

### HOUSE RULES

1. Staffers shall not be in cabins of staffers of opposite sex.
2. ONLY employed personnel shall stay overnight in the staff cabins. Guests must leave at 10:00 pm.
3. No rough-housing or horseplay. Staffers will be charged for any breakage or repairs arising from violation of this rule.
4. No supplies or food or drink shall be taken from the kitchen without permission of the kitchen supervisor.
5. No public display of affection among staffers or between staffers and guests.
6. No alcohol, tobacco products or illegal drugs are allowed on the camp grounds. This includes in the staffers' rooms.
7. No firearms or fireworks are allowed on camp grounds or in cabins, this includes B.B, pellet, paint ball and air soft guns.
8. Personal vehicles will remain parked while camps are in progress, unless permission is given.
9. Speed limit for staffers is 10 MPH. Anyone seen driving in a reckless manner will have keys taken away.
10. Summer Interns and Junior Staffers are not permitted to drive camp vehicles, which includes golf carts.
11. Staffers may not leave the grounds without the permission of the Manager or the Summer Staff Supervisor.
12. Curfew for staffers is 12:00 am. You must be in your cabins no later than 11:00 pm. Arrangements will be made for late night canteen and skits.
13. Staffers must be in their assigned places of duty 15 minutes before activity starts.
14. Shorts will be "fingertip" length and only shirts that do not show your belly or be revealing may be worn. THIS RULE IS STRICTLY ENFORCED. Boys must wear shirts with sleeves while in the kitchen. All employees must wear closed toe shoes while on camp grounds, lifeguard duties will be the only exception.

### COMPENSATION AND WORK SCHEDULES

15. Staffers will be paid on the 15<sup>th</sup> and last day of each month by check, after staff cabin is clean and inspected by a Staff Supervisor. Note: Staffer rooms are subject to inspection at any time.
16. Work schedules will be posted each week in a designated location. It is your responsibility to read the schedule and understand your assignments. IF IN DOUBT, ASK!
17. Do not use electronic devices, (mp3, ipod, cell phone, etc...) while on duty. IF YOU USE IT, YOU WILL LOOSE IT!
18. Work schedules and duties can only be changed by your supervisor Summer Staff Supervisor or Manager.
19. Unexcused absence can result in a loss of pay and /or termination.
20. Staffers who leave early on cleaning days will have \$50.00 deducted from their check, \$75.00 if the full day is missed.
21. Any swimming or other activity after hours must have prior approval and all safety rules will be enforced.

**COME FOR A DAY AND BE CHANGED FOR A LIFETIME.**  
**WWW.LATHAMSPRINGS.COM**



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### **CAMPERS**

22. The campers and their leaders are our guests. Treat them in a courteous manner. Refer any disagreements to the Manager or Summer Staff Supervisor. Do not get into a confrontation with campers or camp leaders.
23. Friendships sometimes develop with campers or counselors. You may not bring campers or counselors to your cabin, and you should not be in theirs.
24. If you suspect child abuse has occurred to campers by anyone, report it to the Manager or Operations Manager at once.

**I have read and promise to abide by these Staff Rules**

\_\_\_\_\_  
*Signed*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
***Parent signature if under 18***

Revised 11/10/09

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