

## 2025 Breakaway Programs Disclosures & Code of Conduct

**REGISTRATION:** We do not accept phone registrations or incomplete registrations. Walk-on registrations will not be accepted under any circumstances. Online student registrations meeting the Early Bird Registration Deadline must have the deposits received by the deposit deadline to qualify for the early registration pricing. Failure to meet the deposit deadline will result in these student registrations being moved to the Regular Rate Registration pricing. All remaining payments must be submitted no later than registration check-in on the Monday of their camp week. Please note that due to capacity constraints at Teen Camp, students are limited to registering for no more than one program week to ensure that the maximum number of students can attend a week of camp.

**DEPOSITS:** A \$100 deposit per attendee is due by the deposit deadline (Kids Camp - May 21st // Teen Camp - June 21st). The remaining Registration Fees must be settled on or before the first day of the event. Please note that deposits will only be accepted if the attendee(s) have completed online registration within our Campwise System. **Payments should be remitted to your church**, and we will collect payment from the church for their entire group. If you are coming as an individual, please send your payment directly to **ISM || PO Box 620 || Carlinville, IL 62626**.

**REFUNDS:** To accommodate programming costs, requests for refunds for students unable to attend the full week of their program must be submitted at least **14 DAYS** before the first day of the selected Program. Refunds for students who are unable to attend must be requested by the Church Coordinator with an official Refund Request Form which can be obtained through our office. We first encourage the transfer of funds to another student within your group who has a remaining balance. If no transfer is feasible, a Refund Request will be processed for approval, deducting the \$100 non-refundable deposit, t-shirt fee, and high ropes fee (if applicable). Refunds will not be issued for those who opt not to attend after the registered week's registration is closed, as this could potentially deny another participant a spot. Any approved refunds will be processed at the end of the Breakaway Camp season (typically August). Please note that we are unable to refund money for partial attendance during a registered week, and no refunds will be issued for expelled students.

**T-SHIRTS:** T-shirts are available at a discounted rate by pre-purchase during the registration process before the specified deadline (refer to the website for this year's t-shirt cut-off date). Limited quantities will also be available at the Camp Merch Store on a first-come, first-served basis at regular price.

**INDIVIDUAL HOUSING:** ALL students will be housed prior to their arrival at Lake Williamson. If a student is coming as an individual but would like to be housed with another attending group or individual, we will do our best to accommodate requests if they are made by the housing deadline (no later than 21 days before a camp week's start date).

**GROUP HOUSING:** All groups will be housed before their arrival at Lake Williamson. If a church is sending more than 5 children of a specific gender, it is a requirement to send a Cabin Leader to accompany the group. Church Coordinators will provide their preferred rooming requests through a digital Housing Request Form, with a deadline no later than 21 days before the start date of the camp week (*but preferably as soon as possible before that time*). Church Coordinators will have the ability to edit their submitted form up until the specified deadline. If a church does not fill a room to capacity, we will assign additional students to that room to maximize space utilization, extending the opportunity to attend camp to as many students as possible. After the Housing Director completes the housing arrangements for a camp week, changes are strictly limited. If a camper is unable to attend, a same-gender replacement may be considered, but this is subject to the Housing Director's discretion and cannot be guaranteed. Onsite, Coordinators/Leaders are not authorized to alter housing in any way without prior approval from ISM Staff. The final decisions on housing rest at the discretion of ISM. While we strive to accommodate your housing requests, please be aware that they are subject to availability and logistical considerations.

**GENERAL SCHEDULE:** Check-in starts at 10 AM on Monday, with student orientation at 2 PM. For Monday lunch, bring a sack lunch or money for the Lake Williamson Dining Hall (\$6). The first served meal begins at 5 PM on Monday, and checkout is at 11 AM on Friday.

**NON-ATTENDEE POLICY:** ISM summer programs are closed, with all activities, including evening services, exclusively for registered students and staff. Violations of this policy will result in individuals being asked to leave the grounds.

**LOST AND FOUND:** Any items left on the grounds after the event will be held for two weeks. Unclaimed items will be donated. Claimed items will be shipped back to their owners at their owner's expense.

**PROPERTY DAMAGE:** Charges for items broken or damaged during the event will be billed to all parties/individuals involved. Please report any damages or disputes promptly to the Breakaway Camp Admin.

**INSURANCE:** Secondary medical coverage for accidental injuries is with Brotherhood Mutual Insurance.

**DRESS CODE: MODESTY.** Adherence to our dress code is required, which prohibits revealing attire. This encompasses short dresses, skirts, or shorts (with a minimum 4-inch inseam), leggings, plunging necklines, spaghetti straps, cut-off t-shirts revealing sports bras, cut-off shorts, bikinis, and speedos. Additionally, ensure shorts are sufficiently long enough to remain visible under oversized shirts.

**MEDICAL EMERGENCIES AND HOSPITALIZATIONS:** ISM ensures licensed nursing staff for each camp week with

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the authority to make final treatment decisions for campers. If hospitalization is deemed necessary, parents will be contacted, and transportation arranged. If a child must be sent home due to medical reasons, it is the responsibility of the parent/guardian and church to retrieve the child promptly, regardless of the time. Discharged children not cleared for camp return are the parent/guardian's responsibility, and the church should plan for their pickup. Refunds are issued for injury or illness preventing the camper's return to camp.

**BULLYING:** ISM maintains a zero-tolerance policy for any form of bullying, discrimination, or assault. This includes, but is not limited to, teasing, name-calling, mockery, inappropriate sexual advances, and digital misconduct aimed at negatively impacting individuals. Additionally, any behavior deemed as cruel or grossly insensitive falls under this policy. All reported incidents will undergo a thorough investigation, and ISM is committed to taking appropriate steps to ensure the safety of everyone on the premises. While our primary goal is to achieve peaceful resolutions, certain situations may necessitate more stringent measures. Depending on the severity of the act, students involved may be required to leave the facilities, and further actions may be implemented. Students must recognize that their actions carry consequences, and adherence to this policy is essential for fostering a safe and respectful environment.

**LATE ARRIVAL/EARLY DEPARTURE:** If your camper arrives after Monday registration or departs before 11:00 AM on Friday, pre-approval is needed. Please contact the ISM Office for arrangements, including signing out and back in for athletic events.

**CELL PHONE POLICY AT BREAKAWAY SUMMER CAMPS:** ISM **strongly** discourages bringing personal cell phones or electronic devices to ensure student privacy, safety, and a distraction-free experience. Taking photos in student rooms or sharing photos without consent is strictly prohibited. ISM assumes no responsibility for lost, broken, or stolen devices. Students who bring phones must adhere to camp rules, including restrictions on photos, inappropriate internet usage, and cyberbullying. Violations may result in expulsion, and our IT Department monitors internet activity. If deemed necessary, ISM reserves the right to confiscate a device to address any violations. Thank you for helping us maintain a safe and enjoyable environment.

**WHAT TO BRING:** Sleeping bag (recommended) or twin sheets (full-sized sheet recommended for Staff), blanket, pillow, towel(s), recreational clothes, & gym shoes, toiletries, modest swimwear, Bible, spending money for BGMC/STL offering, snacks and merch store if desired, color team supplies, sunscreen/bug spray. Cleaning supplies and air fresheners also make for a more enjoyable week and help students win "Crown Room" awards for keeping their rooms in excellent shape. Please clearly label all items. Students are responsible for personal belongings. ISM is not responsible for lost or stolen items.

**WHAT NOT TO BRING:** Vape pens, food products containing marijuana or cannabis (commonly known as "edibles"), devices of any kind that allow for nicotine or THC intake (ie cigarettes, chew, etc.), electronic devices, laptops, video games, silly string, water guns, water balloons, sidewalk paint, tape, or spray paint products (including colored hair spray). In addition no spaghetti straps or strapless shirts, short shorts, short skirts, bikinis, speedos, cutoff shorts, cutoff shirts (no sports bras should show), spandex (shorts or shirts - *leggings allowed if covered with another article of clothing*). ISM withholds the right to search any bags necessary to ensure the safety of everyone on the grounds. If any student is found in possession of any inappropriate or dangerous item, they may be asked to leave immediately.

**CONDUCT, EXPULSION, AND REMOVAL POLICY:** These regulations serve as guidelines for all attendees, established for safety and the benefit of everyone present. Lack of cooperation, unnecessary roughness, disrespect for property, or an unwholesome attitude will result in expulsion. Parents/guardians are responsible for the expense of transporting expelled students home. In case of a student's removal from the grounds, the responsible party must arrange for the child to be off the grounds within no more than 5 hours. The removal of the student will be at the responsible party's own expense, and there will be no refund or reimbursement for camp registration or travel costs associated with any situation requiring the student's removal.

**PHOTO/VIDEO RELEASE:** By attending this camp program, I grant the Illinois Assemblies of God Breakaway program full permission to use any photograph and/or video image of me/my student for promotional purposes without any obligation to me/my student.

**LICE CHECK POLICY: (KIDS AND TEEN CAMP):** All students must undergo a lice check before the event, conducted early enough for treatment if needed. Qualified individuals, such as teachers or nurses, should perform checks, and the Camp Coordinator is responsible for turning in the [Lice Check Form](#) at Check-In. Failure to do so will result in individual checks by nurses, with a fee of \$10 per child for any student checked. The church is responsible for arranging the return home of campers found with lice. For more details, refer to the Lice Check Form enclosure.

**SWIM COMPETENCY POLICY: (KIDS CAMP SPECIFIC):** All 2nd-6th grade campers engaging in deep water activities must pass a Swim Competency Test, or have said test waived by a parent/guardian (Waiver applicable to 4th-6th graders only). Competent swimmers will be granted access to deep-water activities, while those not proving competency will be restricted to designated shallow areas. Note: All attendees, including adult volunteers, must wear a Personal Flotation Device (PFD) during waterfront activities. Certified Lifeguards will be present at all water locations while campers are present. For more details, please refer to the [Swim Competency](#) enclosure.