

## **Highlands Presbyterian Camp and Retreat Center** **TECHNOLOGY POLICY**

With the advent of on-line social networking, Highlands Presbyterian Camp and Retreat Center seeks to be proactive in protecting both our campers and staff members from the potential abuses of on-line social networking as it relates to the goals of our camping program. In order to maintain a healthy Christ-centered environment, both physically and digitally, we ask our staff to be aware of and agree to the following lists of awareness and expectations.

### ***Be Aware of the Various Issues Revolving Around On-line Social Networking as it relates to Your Employment with Highlands Presbyterian Camp and Retreat Center***

#### **Ethical/Theological Issues.**

One of the major goals of Highlands is to provide a faith-building and safe environment with all of our participants. Therefore, since on-line social networks are public spaces to share information about ourselves, it is appropriate that personal pages should promote healthy relationships, and refrain from overtly or subversively promoting inappropriate activities, including, but not limited to, sexual innuendos, substance usage, illegal activity, vulgarities, etc.

#### **Legal Issues**

The internet is public domain. This is very important for us to realize. Anyone can gain access to your social networking page and use the information posted on that page for whatever purpose. Therefore, since staff members do not have direct permission to post pictures of campers, it is illegal to post their photos on a personal website. Also, slanderous messages that defame a person or organization can be used against you in a court of law. The internet is public domain!

#### **Camp Issues**

Conversations and communication that occur between a staff person and participant is a direct extension of your camp relationship with that person. By law, you are considered a person of trust at camp, and that extends to any other contact you might have with a camper. Therefore, any contact with a camper on-line should follow any expectations that occur at Highlands.

#### **Personal Issues**

Since the internet is public space, be aware that anyone, including potential employers, can look at your information posted on-line and use that to help make decisions about your personality and potential fit with an organization. While Highlands recognizes and affirms that it does not want to dictate the personality you post on-line, we do recognize that your public image directly effects your

employment with Highlands and your ability to recognize what is and is not appropriate in relationship to campers.

***In the recognition of the various implications of on-line social networking, I agree to abide by the following expectations set forth by Highlands for the safety of both staff and camper participants:***

- I will allow the Director of Summer Camp and Youth Events to observe my public on-line social networking pages.
- I will keep my public, on-line social networking page safe and accessible, clean from any inappropriate materials that would harm the relationship between a Highlands participant and Highlands Presbyterian Camp and Retreat Center, as it is an extension of my public social and professional image.
- I will not initiate any on-line “invitations” to any camper. I will only accept invitations from campers.
- I will not initiate any in-person contact with campers outside of camp, unless it is sanctioned by an appropriate organization such as a church, youth group, etc.
- I will not post pictures of any campers related to Highlands Presbyterian Camp and Retreat Center.
- I will not post anything slanderous about Highlands Presbyterian Camp and Retreat Center, or any of its related staff, campers, board members, volunteers, affiliates, etc.

I, \_\_\_\_\_, understand and am fully aware of the issues raised in this document. Furthermore, I agree to abide by the expectations shared in this document, in order to build healthy relationships and to maintain a working relationship with Highlands Presbyterian Camp and Retreat Center.