



Prefect Roles and Responsibilities

Prefect Duties:

- Arrival: M-F: 8:40am
- Departure: M-F: 3:15pm
- Rising 8th Grader
- Minimum of 2 years of Wizarding Camp Experience
- Familiar with Color Code
- Acts as a leader and interact with other students (Ex. buddies up with students who are having a hard time blending into camp and are often seen by themselves)
- Engages in activities (No sitting out of events unless you are ill or need to catch a breath. In the event that you need to step away from an activity, be mindful of how long you are out. Since you are still a camper, it is important to continue to engage in camp activities as much as possible.)
 - Participate in lessons including when kids are grouped to do activities within the lessons and activities
 - Engage in Mystery at the Castle and similar activities
 - Play quidditch
 - Participate in theme days
- Capable of placing the need to fulfill the magic of camp for others over their own needs within a lesson (ex. Help a confused student with a step prior to completing that step.)
- Stays with assigned group unless asked to be elsewhere
- Knows Passwords
- Helps students keep materials together and help keep areas organized and tidy
- Capable of completing special tasks below:
 - Communicating and responding to office communications in a timely manner



- Accompany student on errands with another team member or student
- Lead 12:30 pm lunch activity
- Help with advanced students (Encourage and interact with students who may be bored and getting them more invested in the magic.)
- Closing ceremony escort
- Feedback form giver and collector
- Make note of which students have been sorted into what house
- Preparing and circulating Nicebooks for all staff – then presenting these at the closing ceremonies
- Circulate Nicebooks among student groups to sign for other students and wizard staff
- Take the role of a Quidditch team captain/trainer/supporter as well as player
- Assist older or tenured students in keeping the magic about the program – being comfortable with walking them through the lingo or expectations for participation regardless of group
- Check PW and track points with the Lead Student PW Tracking chart and fill in the number of students per house; collect PW points from each lead. Gather this information throughout the week, combine with other lead student data to help ensure that one person is totalling the information and submitting this to professor at the end of the week.
- Help oversee the NO MUGGLE TECH rule
- Assist in making transitions run smoothly
- Recognize when a student needs the help of a professor(IE a dispute, first aid ect,)
- Communicate with professors, deputy head mistresses, and head mistress about concerns, ideas, and questions



- **Coming 2025: you can be chosen to be a prefect by filling out the interest form and getting your performance at an event evaluated or invited to become one due to you showing outstanding qualities during an event)**