

Guidelines for Adult Chaperones

- Always have adequate adult supervision for youth events. The ratio of adults to youth will vary by the type of event, but for activities away from the parish property, 1 adult for every 10 teens is required and 1 adult for every 6 teens for overnight activities. ALWAYS have at least 2 adults for any event or trip.
- Collect and read the parental permission forms before each trip or overnight event.
- An adult should never provide alcohol, drugs, pornography, or tobacco to a young person. Not only would it be immoral, but illegal as well and could result in prosecution.
- Physical discipline is not permissible. If absolutely necessary, physical restraint should be applied properly and without causing harm or injury.
- On trips, it is unacceptable for minors (under 18 years old) to drive other youths to an event while under the supervision of the adult chaperones. Only approved adults may act as drivers for youths (see the appropriate diocesan forms for further clarification).
- When staying at hotels or places with semi-private sleeping rooms, an adult should not sleep in the same room with youths. An adult should not share a bed with a youth. Adult rooms should be in close proximity to youth rooms for supervision purposes. Dormitory-style housing is acceptable for adults to occupy space with the same gender youths.
- Males and females should have separate sleeping, changing, and restroom areas.
- On trips (such as amusement parks, malls, conferences, etc.), never allow a young person to go off alone. Require young people to go in groups. Require regular check in times with adults.
- Adults may not use alcohol use during youth events. Adults should model appropriate behavior for the young people.
- Do not administer medication of any kind without checking the Parental Consent Form.
- Chaperones should know where their youths are at all times. Before going off, a youth should notify the chaperone as to where he/she is going, with whom, and when he/she will return.
- On trips, adult leaders should assess any situation or environment and determine how safe or unsafe an environment might be before making rules about the level of supervision required to keep the youth safe. (For example, while it would be OK to allow kids to go off in groups at a contained amusement park, it might not be prudent to allow the same while participating in a work camp at some inner-city, high-crime area.)
- Younger adolescents require more direct supervision than older adolescents.
- Enforce all rules fairly with all youths. Be consistent.
- Adult chaperone policies from the OYYAM Policy Manual must be adhered to, in particular 200.30 and 200.41.

Rules for Youth Participating in Youth Ministry Events

- The possession of alcohol, drugs, or weapons is clearly prohibited and is cause for immediate dismissal from the event after notification of parent or guardian.
- Mixed (gender) company in sleeping areas is prohibited. To respect privacy, males and females should not be in one another's sleeping area at any time.
- Smoking or tobacco use by anyone under 18 is prohibited. According to state law, tobacco use or possession is illegal for anyone under 18 years of age.
- Damage to facility by individuals or groups will be billed to those responsible. Parents will be notified.
- Profanity is unacceptable by anyone attending the event.
- Violent acts or fighting will not be tolerated. Verbal abuse toward peers or adults in charge will not be tolerated as well.
- Sexual behavior or acting out will not be tolerated.
- Dress should be appropriate for the occasion and always modest.
- Curfew and lights out will be enforced so that everyone will get proper rest.
- Any young person under 18 who drives to the event will not be permitted to use his/her car during the event.
- No one may leave the facility property without adult permission and/or supervision.
- When traveling to an event in a bus, all bus company rules must be obeyed, including no sitting in the aisles, no objects to be thrown from the bus or within the bus, and arms and hands are not permitted to hang through the window openings.
- All young people are accountable to all adult chaperones and leaders.
- Youth will be held accountable to the signed code of conduct on the Parental Consent and Release Form.