



ACYC JR. Guidelines for **ADULT CHAPERONES**

Group Leaders: Please have every adult chaperone read the following guidelines in preparation for bringing your young people to ACYC JR.

Dear Chaperone:

First, thank you for your willingness to serve as a part of ACYC JR. Without you and your active participation, your young people could not attend the Conference and we are appreciative of your ministry as a chaperone. As we tell our young people, you will only get out of the conference what you put into it. We thank you for the generosity of your time and talents. The following are some guidelines that you should be aware of in preparation for ACYC JR. this year:

- As a chaperone, you are expected to attend and supervise your youth at all sessions and workshops during the conference. Please have your group arrive a few minutes before sessions begin to ensure that everyone is on time.
- Youth and adults must wear their nametags at all times.
- Chaperones must refrain from tobacco use and alcohol consumption during the conference. We understand how difficult this may be for those who smoke or chew tobacco, but we ask that you make the sacrifice for the sake of our young people. If you must smoke, please do so discreetly and only in a designated smoking area.
- You may not bring or possess illegal drugs, alcohol or weapons of any kind.
- Please do not bring iPods, laptops, iPads, etc. to conference sessions. Chaperones are expected to supervise our young people and to avoid technological distractions.
- Turn cell phones off or to silent mode during all conference sessions.

Every parish must adhere to the Archdiocesan chaperone ratio of one adult per six youth participants (1 to 6). Parish group leaders are responsible for the actions of the members of their group. Adult chaperones in each group are asked to enforce the code of behavior and set an example for ALL young people at the conference.

Chaperones do not have “free time” away from their youth during the conference. Adult chaperones are to know the whereabouts of each of their attendees at all times.

Each parish accepts full responsibility for any damage or theft caused by members of their group while attending the conference.

Thank you for your cooperation with these guidelines!

+ The Office of Youth & Young Adult Ministry Staff



Adult Chaperone Registration Form

(Group Leaders: Make copies of this form for each chaperone)

You must register with a group. No individual registrations will be accepted.

Please check all that apply: Group Leader Chaperone

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: Home _____ Cell _____

Email: _____

Parish: _____

Age: _____ Gender: _____

T-Shirt Size (*circle one*) Small Medium Large XL XXL* XXXL*

*There is an additional \$3.00 fee for XXL and XXXL sizes.

Registering for the Conference

To register for the conference, complete the following and return to your group leader:

- Adult Chaperone Registration Form
- Adult Liability Release Form

By registering for this conference, I agree to follow the rules and code of conduct as established by the Archdiocese of Mobile, Office of Youth Ministry, my parish and Montgomery Catholic Preparatory School (host). I recognize that I could be removed from the conference for not complying with the rules, and that my removal would be reported to parish/school administration. I will not bring drugs, alcohol or weapons to ACYC JR.

Signed: _____ Date: _____



LIABILITY RELEASE FORM
Adult Chaperones

I, _____ agree to participate in this parish youth ministry event that requires transportation to the Archdiocesan Catholic Youth Conference JR. (youth rally) at Montgomery Catholic Preparatory School in Montgomery.

I agree on behalf of myself, my heirs, assigns, executors and personal representatives, to hold harmless and defend my parish, the Office of Youth Ministry, the Archdiocese of Mobile, its officers, directors, agents, employees or representatives associated with the event, from any and all liability claims, loss or damage arising from or in connection with my participation in this event.

In case of an emergency, I hereby give permission to be transported to a hospital for emergency or surgical treatment. If needed for health reasons, I give permission to be evaluated, diagnosed, treated and/or given medication in accordance with standard medical practice by licensed medical personnel. I relieve the Archdiocese of Mobile of all responsibility and consequences that may arise as a result of this treatment. I agree to accept any and all financial responsibility as a result of scheduling medical treatment. I wish to be advised as soon as possible prior to any further treatment by the hospital or doctor.

Adult Chaperone Signature: _____ Date: _____

Adult Chaperone Name (Printed): _____

Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Cell Phone: _____

Medical Insurance: ___ Yes ___ No

Insurance Company: _____

Policy Number: _____

Current Medications/Drug Allergies/Medical Conditions: _____

Emergency contact: _____

Name: _____

Relationship: _____

Phone: _____

Cell: _____

Other pertinent information: Attach a note for special physical, diet and/or medical consideration.