

# GROUP LEADER AND CHAPERONE POLICY



## STEUBENVILLE NORTHWEST 2008

**Each Group Leader and Chaperone must read and understand this sheet before signing the Chaperone Application. Please be sure that your entire group understands and abides by these policies.**

### Basic Role of Chaperones

- **The Steubenville NW staff depends on the chaperones to help facilitate order and serve as supports for the youth. It is important that the chaperones, together with the staff and volunteers, be examples of obedience and cooperation on site.**
- **Because of the physical demands of the youth conference weekend, it is necessary that chaperones be in good health. It is not recommended that people with health problems participate as chaperones.**
- **Chaperones should be constantly assessing the youth in their group to be aware of any special needs. They need to be comfortable talking, sharing, and praying with their youth. Adult chaperones are responsible for their youth at all times.**

### A chaperone's responsibilities include, but are not limited to, the following:

- 1. Alcohol and Drugs**
  - a. All state laws concerning alcohol and drugs (including tobacco) will be strictly enforced.
  - b. Possession and/or consumption of alcohol or drugs is not permitted on site during the conference.
  - c. All conference site buildings are smoke-free facilities.
- 2. Appropriate Dress** – Group Leaders/Chaperones are expected to enforce this dress code
  - a. All participants are expected to dress in a fashion that represents modesty and good taste which respects others and our Lord.
  - b. Clothing must cover all undergarments and midriffs. Bikini tops, low cut tops, mini skirts, short shorts or other inappropriate attire is not to be worn at any time at the conference. Males must wear shirts at all times. Clothing should not be worn that displays words, pictures, symbols or images that are considered vulgar, obscene or otherwise improper for a Catholic conference.
- 3. Participation**
  - a. It is expected that ALL conference participants be present at scheduled sessions during the conference and in appropriate places following the evening sessions.
  - b. At NO time is a youth participant allowed to leave the conference site without a chaperone.
- 4. Housing**
  - a. Chaperones are responsible for making sure that youth are in the proper place at curfew time. We are guests on the Gonzaga campus and ask that it be left in better condition than it was found.
  - b. Absolutely NO food or drink, except water, is allowed in the housing facilities.
- 5. Insubordination**
  - a. It is expected that adults will follow the direction of ALL conference staff, security and volunteers.
  - b. Any lack of cooperation or insubordination will not be tolerated and will be subject to discipline.
- 6. Lights Out**
  - a. ALL youth and adults must be in the sleeping areas by 11:30pm. Lights out at midnight!
  - b. An atmosphere of quiet and respect is expected after lights out. Violators will be subject to discipline.
  - c. **Chaperones must complete room checks to account for youth in their group.** Room checks are to be done by two adults to avoid any one adult being alone with a youth. Conference Security will be monitoring the facility for your safety. Notify the sleeping facility monitor about any missing youth or emergencies immediately.
- 7. Saving Seats**
  - a. Signs or items of any type cannot be used to reserve seats.
  - b. A fair seat assignment will be implemented at the conference. We ask for your patience and cooperation with this matter.
- 8. Up-Building Speech**
  - a. Participants are expected to use positive and up-building speech during the conference.
  - b. Foul and abusive language will not be permitted.
- 9. Health Issues**
  - a. For security reasons, all participants will be directed to **Conference First Aid** for any type of health issue (i.e. migraine, asthma, exhaustion, etc.). We will contact 911 if necessary. Any special needs should be reported to the conference staff prior to registration.