

CHAPERONE RESPONSIBILITIES & GUIDELINES

Group Leaders and Chaperones must read, understand, and agree to the terms outlined in this document. Please be sure that the Group Leader, the adult chaperones and your youth understand and abide by these policies.

Basic Role of Chaperones:

- Chaperones must be 21 years of age or older, of good moral character and judgment.
- Chaperones must meet the requirements and standards of their local diocese for working with youth.
- There will be at least one adult chaperone per 10 youth participants, each gender must have appropriate chaperone ratios.
- For the safety and well being of all conference participants and volunteers, Steubenville Toronto depends on the adult chaperones to help facilitate order and to serve as a network of support for the youth. It is important that the chaperones be an example of obedience and cooperation with the policies and procedures and with our staff and volunteers on site.
- This weekend is challenging both physically and spiritually. Because of this, it is recommended that chaperones be in good health. It is a time of ministry and small group time. Chaperones should feel comfortable directing, sharing, and praying with their youth.
- Chaperones must be aware of their youth's needs at all times, take time to help and guide them. Please make sure they are eating their meals and drinking enough water.
- *Youths must be accompanied by a chaperone at all times, including anytime they are in the hotels.*

Detailed Chaperone Responsibilities

Including, but not limited to the following:

Appropriate Dress

Group leaders and chaperones are expected to communicate these expectations to the youth before the conference and to enforce the dress code at the conference.

- It can be hot in the summer; however, all participants are expected to dress in a fashion that represents modesty and good taste, respecting other participants and our Lord.
- Clothing must cover all undergarments and midriffs

Conduct

- It is expected that youth and adults will follow the directions of Conference Staff, Security, and Volunteers.
- All discipline problems regarding teenage participants will be brought to the attention of their group Leader.

Drugs, Alcohol and Weapons

- All alcohol, drugs and weapons are prohibited from the conference.
- All provincial and local laws concerning alcohol, drugs and weapons will be strictly enforced.
- Violators will be subject to appropriate discipline and legal procedures.

Housing

- Conference participants including group leaders, chaperones and youths will be housed on campus in one of two residence buildings.
- Please remind participants not to bring valuables.
- Chaperones are responsible for making sure that teen participants are in their rooms at curfew time. Chaperones should be the last to fall asleep.
- We are guests at UOIT and we ask that each room be left in the same condition that is found. Any damages or lost keys are the financial responsibility of the Group Leader.

Guests

- Only registered participants are allowed to participate in Steubenville Toronto. NO guests are allowed either in the rooms or in the conference sessions.

Health Issues

- In the event of a medical emergency call 911 immediately. Then please contact the nearest conference Team Lead who will notify the Conference Director.
- For non-emergency medical needs, please contact our Conference First Aid Center. This center is available during main venue event hours. Any special needs should be reported to the Conference Staff prior to check-in.
- It can be hot during the summer. Please remind all youth participants to drink lots of fluids to prevent dehydration.

Lights Out

- All youth and adults must be in the dorms by 11:59pm. Lights out is midnight. An atmosphere of quiet and respect is expected at this time. Please be courteous of other groups and adhere to the lights out schedule.
- Chaperones must complete room checks to account for all youth in their group.
- Notify the Conference Staff about any missing youth or emergencies immediately after contacting authorities.

Ministry

- The primary role of the chaperone is to minister to the teens. This cannot happen if you are not with them. As a chaperone you must accompany your teens at all times during the weekend.
- Groups may not share chaperones.

Participants

- Students are those youth who are currently in high school, or graduated from high school in the current summer, or who are entering grade 9 in the coming Fall.

- Chaperones must be at least 21 at the time of the conference and meet the requirements of their local diocese for working with youth.
- Young adults who are not high school students and who are under the age of 21 may participate in the conference in the role of volunteer. Please visit the volunteer section of our website for more information.

Participation

- Group Leaders and chaperones need to be sure that all conference participants (youth, chaperones, and group leaders) are present at scheduled sessions during the conference, and in appropriate places following the evening sessions.
- At no time should a youth leave the conference site without an adult chaperone. Adults should not take youth off site, except in the case of emergency.
- Please do not bring excessive chaperones as this limits the space available for high school aged youth. Steubenville Toronto reserves the right to charge an additional fee for excessive chaperones.

Saving Seats

- In all fairness, seating is first come first serve for all sessions. Signs or items of any type cannot be used to reserve seats. To reserve a row of seats, there must be one person at each end of the row. One person cannot reserve an entire row. Please be courteous to your fellow groups in this matter.
- Participants with special needs and 1 chaperone will be allowed to enter the session prior to its start.

Tobacco

- All provincial and local laws concerning tobacco products will be enforced.
- Tobacco use is limited to designated areas. No smoking is allowed on conference sites.

Up-building Speech

- Participants are expected to use positive and up-building speech during the conference.
- Foul and abusive language will not be permitted.

Young Children

- Chaperones and group leaders are to make appropriate child care arrangements at home so that they are able to minister to their youth during the conference, knowing that their own children are well cared for. We apologize; however, we are unable to provide for the needs of younger children at the conference.

Steubenville Toronto reserves the right to deny entrance to, or request the ejection of, any group or individual who does not comply with the regulations and policies for Steubenville Toronto for High School Youth. In the event that entrance is denied or a person(s) is ejected, NO REFUND will be made.