



Disclosure Regarding Employment/Volunteer Interest Background Report

THE SALVATION ARMY may obtain from Sterling Infosystems, Inc. ("STERLING"), 1 State Street, New York, NY 10004, (877) 424-2457, www.sterlinginfosystems.com, a consumer report and/or an investigative consumer report ("REPORT") that contains background information about you in connection with your employment/volunteer interest or employment/volunteer application. If you are hired/allowed to volunteer, to the extent permitted by law, THE SALVATION ARMY may obtain from STERLING further reports throughout your employment/volunteer assignment for an employment/volunteer purpose without providing further disclosure or obtaining additional consent.

The REPORT may contain information about your character, general reputation, personal characteristics and mode of living. The REPORT may include, but is not limited to, credit reports and credit history information; criminal and other public records and history; public court records (e.g., bankruptcies, tax liens and judgments); motor vehicle and driving records; educational and employment history, including professional disciplinary actions; drug/alcohol test results; and Social Security verification and address history, subject to any limitations imposed by applicable federal and state law. This information may be obtained from public record and private sources, including credit bureaus, government agencies and judicial records, former employers and educational institutions, and other sources.

If an investigative consumer REPORT is obtained, in addition to the description above, the nature and scope of any such REPORT will be employment verifications and references, or personal references.



Authorization to Obtain Employment/Volunteer Interest Background Report

I have read the Disclosure Regarding Employment/Volunteer Interest Background Report provided by THE SALVATION ARMY and this Authorization to Obtain Employment/Volunteer Interest Background Report. By my signature below, I hereby consent to the preparation by Sterling Infosystems, Inc. ("STERLING"), a consumer reporting agency located at 1 State Street, New York, NY 10004, (877) 424-2457, www.sterlinginfosystems.com, of background reports regarding me and the release of such reports to THE SALVATION ARMY and its designated representatives, to assist THE SALVATION ARMY in making an employment/ volunteer decision involving me at any time after receipt of this authorization and throughout my employment/volunteer assignment, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, or employer to furnish any and all information regarding me to STERLING and/or THE SALVATION ARMY itself, and authorize STERLING to provide such information to THE SALVATION ARMY. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

☐

California, Maine, Massachusetts, Minnesota, New Jersey & Oklahoma Applicants Only:

I have the right to request a copy of any Report obtained by THE SALVATION ARMY from STERLING TALENT SOLUTIONS by checking the box. (Check only if you wish to receive a copy)

I acknowledge receipt of a copy of the Consumer Financial Protection Bureau's "A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT."

Please Sign Your Name:

Please Print Your Name:

Dated (mm/dd/yyyy):



Para informacion en espanol, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given

to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS	CONTACT
1a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.	a. Consumer Financial Protection Bureau 1700 G Street NW Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB	b. Federal Trade Commission: Consumer Response Center – FCRA, Washington DC 20580 (877) 382-4357
2. To the extent not included in item 1 above	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney St., Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.	b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO), 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, SE Washington, DC 20590

4. Creditors Subject to Surface Transportation Board	Office of Proceedings, Surface Transportation Board, Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, SW, 8 th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F St. NE Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357



Consumers have the right to obtain a security freeze

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years. A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

PRINT CHARACTERS LIKE THIS
ABCDE 98765

CORRECT INCORRECT
● ✗ ✗ ✗

Consent to Request Report & Investigative Consumer Report Information

First Name

Middle Name or Initial

Last Name

Date of Birth (MMDDYYYY)

Other Names Known By

☐☐

Male

Female

Social Security Number

Primary Telephone Number (no dashes)

Current Address

Apt #

#Years at this address

City

State

Zip Code

Previous Address

Apt #

#Years at this address

City

State

Zip Code

Driver's License Number (optional) (no dashes)

License State (optional)

Email Address (optional)

Position Applied For

Signature

Today's Date

The Salvation Army Volunteer Profile



General Information

Name				
E-mail Address				
Address				
City		State		Zip
Home Phone		Work Phone		Cell Phone
Preferred Call Time	Morning	Afternoon	Evening	Anytime
Date of Birth		Gender	M	F
	Age Group	Under 18	18 - 21	Over 21
	How much can you lift comfortably?	10 lbs.	20 lbs.	30 lbs.
	How proficient are you with data entry work?	Beginner	Intermediate	Advanced
	How proficient are you with spreadsheets?	Beginner	Intermediate	Advanced
	How proficient are you with word processing software?	Beginner	Intermediate	Advanced

Emergency Contact

Name		Phone	
------	--	-------	--

References Please No Relatives

Name		Name	
Complete Address		Complete Address	
Phone Number		Phone Number	
E-mail Address		E-mail Address	
Relationship		Relationship	

Background Checks

Have you ever been convicted of a felony?	YES	NO
Have you ever been convicted of a misdemeanor within the last 2 years which resulted in imprisonment/jail?	YES	NO

If yes to either please explain:

--

Employment

Employer				
Address				
City		State		Zip

Does your company participate in a volunteer matching program? YES NO

Community Service Volunteers and Interns

If you require a specific number of hours to complete how many?

What are the hours required for (if applicable)?

If court ordered, what was the offense(s)?

If you require a specific number of hours, when do you need to have them completed?

If you require a specific number of hours, who is your supervisor?

If you require a specific number of hours, what is your supervisor's phone number?

Experience

Have you volunteered or worked with The Salvation Army before?

If yes, in what capacity?

If yes, when?

If yes, where?

Describe any relevant previous volunteer experience, work experience or internships you have had.

YES

NO

Miscellaneous

How did you hear about volunteer opportunities at The Salvation Army?

Is there any additional information about yourself you would like us to know about?

Do you have any physical disabilities or health concerns that would prevent you from performing certain kinds of work or in a certain work environment?

If yes, please explain.

YES

NO

Emergency Response

Do you want to be contacted as a potential volunteer in the event of a local or regional disaster?

Do you want to be contacted as a potential volunteer in the event of a national disaster?

Do you want to be contacted as a potential volunteer in the event of an international disaster?

YES

NO

YES

NO

YES

NO

I hereby agree I will not disclose any information concerning individuals receiving Salvation Army services. Information is confidential and is intended only for the use of the recipient(s) and is legally privileged. I understand that any dissemination, distribution, copying or disclosure of this information, or any of its contents, is strictly prohibited.

I hereby agree I will not disclose any personal identity information concerning volunteer or donor files that I may come in contact with. This information is confidential and legally privileged. I understand that any dissemination, distribution, copying or disclosure of this information, or any of its contents, is strictly prohibited.

I certify that the statements made in this volunteer application are true and correct, and have been given voluntarily.

Signature

Date

Parent/Guardian Signature

Required if applicant is under 18

Date

CONFIDENTIAL

**THE SALVATION ARMY
STATEMENT OF VOLUNTEERS
(SALVATIONISTS AND NON-SALVATIONISTS)
FOR WORK WITH CHILDREN ***

This statement will be completed by all applicants for volunteer work for any position involving the supervision or custody of children (under 18 years of age) or for any position in which the applicant is in any way involved with children. The completion of the statement will help to assure The Salvation Army that it will provide a safe and secure environment to those children who participate in its programs and who use its facilities.

Personal Information

Name _____
Last First Middle

Present Address _____
Number Street City State Zip

Home Phone (_____) _____

Social Security No. _____

Present Church _____

Minister of the Church _____

Other Churches attended regularly during the past ten years: _____

Education or training for work with children (List formal education courses and on the job training participated in, identifying the institution). _____

Personal References (not relatives)

Name _____ Name _____

Address _____ Address _____

Telephone # _____ Telephone # _____

All prior work with children (List the church or other organization conducting the program, the name of the immediate supervisor and, if known, the name, address and telephone number of any individual now involved in the program.) _____

* For purposes of this Statement, the words "child" and "children" mean individuals below the age of 18 years.

Page 2

1. In my prior volunteer work, I have never used a name other than that set forth above.
2. I understand the essential duties of my position in connection with the working with children in the programs of The Salvation Army. I am able to perform those essential job duties with no accommodation except as follows: _____
3. I have never been accused of abuse of a child or of actual or attempted sexual molestation of a child, either in a program for children or otherwise.
If the foregoing statement is not true, please describe the circumstances of the accusation and the outcome: _____
4. I have never been arrested as a result of a charge of child abuse or of actual or attempted sexual molestation of a child.
5. I have never been convicted of child abuse or a crime involving actual or attempted sexual molestation of a child.
6. I authorize any of the churches or other organizations and their representatives and my personal references listed above to give to The Salvation Army any information they may have regarding my character and fitness for work with children. I release all such organizations and individuals from any liability that may result from their furnishing such information to The Salvation Army. I waive any right that I may have to inspect any records containing such information.
7. I am aware that The Salvation Army is a branch of the Christian Church and I agree that I will conduct myself in my work with children in a way that is consistent with the religious and charitable policies and principles of The Salvation Army.
8. Having provided the foregoing information and having affirmed the foregoing statements are true, I recognize that any false information or statements are punishable under the laws relating to perjury.

Date	Applicant	20
------	-----------	----

Signature of Witness

Name _____
Please Print

Address _____

City	State	Zip
------	-------	-----

**STATEMENT OF VOLUNTEERS
(SALVATIONISTS AND NON-SALVATIONISTS)
FOR WORK WITH CHILDREN**

Page 3

(The remaining sections are to be completed by Salvation Army personnel)

1. All references identified above have been contacted and

- ☐ There were no reports of misconduct involving children.
- ☐ Misconduct involving children was reported – applicant is not approved for work with children and name has been reported to headquarters for inclusion in the Territorial Registry.

Immediate Supervising Officer

Date

2. Applicant's name has been checked in the Territorial Registry and

- ☐ The applicant's name did not appear in the Territorial Registry.
- ☐ The applicant's name appeared in the Territorial Registry – applicant is not approved for work with children.

Responsible Officer at THQ/DHQ/CFOT/SFOT/ARC, etc.

Date

3. Applicant's name has been checked in available State databases and

- ☐ There were no reports of misconduct involving children.
- ☐ Misconduct involving children was reported – applicant is not approved for work with children and name has been reported to the Secretary for Personnel for inclusion in the Territorial Registry.

Responsible Officer at THQ/DHQ/CFOT/SFOT/ARC, etc.

Date

4.* Prior accusations of abuse have been investigated and

- ☐ There was no reasonable suspicion of abuse
- ☐ There was reasonable suspicion of abuse – applicant is not approved for work with children and name has been reported to headquarters for inclusion in the Territorial Registry.

Immediate Supervising Officer

Date

* To be completed only if applicant reports an accusation in response to item # 3 of Statement.

SAFE FROM HARM

Guidelines for Working with Children, Youth and Vulnerable Adults

Abuse of vulnerable persons, including children, frail elders, the physically challenged or the mentally impaired, is a reality in our society. The Salvation Army is committed to addressing this reality by taking steps to protect all categories of vulnerable persons in our care. The Central Territory has implemented a program to safeguard these special individuals while promoting a positive, nurturing environment for ministry to them. The guidelines below are to be followed by anyone working with vulnerable or dependent persons in the Central Territory.

- **Two Adult Guideline** - Whenever feasible, a vulnerable person will not be in the primary care of only one adult. Teams of adults (preferably male and female) will supervise activities. This guideline has three purposes: it provides for more than one adult to help ensure appropriate levels of supervision. It protects workers and The Salvation Army from unfounded allegations. It lessens the possibility of an adult becoming a "guru" or "confidante" who thrives on the dependency of the vulnerable person, as well as an adult having undue influence over an individual.
- **Guidelines for Touching** - The sense of touch is extremely powerful and can wordlessly convey messages on many levels. Touch is necessary to all human thriving, but when used to manipulate, control or harm another, touch can be deadly. In our role as a "good shepherd," The Salvation Army must take steps to protect any and all vulnerable populations in our care.

Appropriate physical contact between workers and program participants is important. Hugs and other forms affection, *properly applied*, help children developmentally and communicate warmth to people of all ages. Safe From Harm includes guidelines for touching that will, when carefully adhered to, safeguard those participating in our corps, worship, social service, and/or community service programs.

The guidelines below are to be closely followed by anyone working with vulnerable individuals:

- Touching behavior should not give even the **appearance** of wrongdoing. As Salvation Army representatives, our behavior must foster trust at all times; it should be above reproach.
- Workers are responsible to protect those under their supervision from inappropriate touching by others.
- Workers must promptly discuss inappropriate touching or other questionable behavior by co-workers with their supervisor or commanding officer.

Touching Guidelines specific to children/youth workers:

- Touching should be initiated by the child or youth. It should be a response to the child's need for comforting, encouragement, or affection. It should not be based upon the adult's emotional need.
- Touching and affection should only be given when in the presence of other children's ministry or youth workers. It is much less likely that touches will be inappropriate or misconstrued as such when two adult workers are present, and the touching is open to observation. This rule is especially important when diapering a baby or helping a young child change clothes or use the restroom.
- A child's preference not to be touched should be respected. Do not force affection upon a reluctant child.

- **Individual Counseling** - Team communication is preferable. When not feasible, notify another adult worker of the location and with whom you are meeting. Counseling should be done in a public setting where private conversations are possible and should occur in full view of others. Guard carefully to avoid seclusion. If possible, have female workers meet with females and male workers meet with males. A male/female team is generally appropriate for either gender.

- **Long-Term Counseling** - Workers should not meet with vulnerable individuals more than three times to discuss the same issue. Workers are not prepared or supported for long-term counseling or formal therapy. Adult leaders are encouraged to refer persons who they suspect have a serious need for counseling to professionals in the community. Questions about referral must be discussed promptly with the program leader.

- **Informal Contact (Independent of Salvation Army Activities)** - Informal contact refers to phone calls, cards/letters, electronic messages or face-to-face contact between a worker and a program participant that is not connected to official Salvation Army activities. The Salvation Army recognizes that informal contact between workers and participants does occur. For example, workers may hire teens as baby sitters for their own children, or workers may see program participants during social events with a child's family, in worship services or at corp functions. This interaction is usually legitimate and beneficial.

With respect to children/youth, workers should seek the permission of parents before having informal contact with their child. The worker should clearly let the parent know the nature of the contact, and that it is not part of an official Salvation Army activity. Parents are responsible for monitoring this informal contact.

- **Transportation To and From Meetings** - Transportation to and from meetings is not a normal part of corps/program. In some cases, Salvation Army vehicles and drivers are provided as a component of the activity. The Salvation Army is not responsible for providing or arranging for transportation to activities that do not already include planned transportation by the corps/service/program. Family members or other adults are discouraged from asking workers to transport children or adult program participants informally. *However, if a worker does transport a program participant at the parent's/responsible party's request, this should be recognized as informal contact (not a part of corps activities), and the guidelines for informal contact should be followed (see paragraph above).*

Note: The practice of workers transporting minors is discouraged. However, if a unit chooses to allow this on a limited basis, ask parents to sign a form acknowledging that these rides are not a part of unit activity, and that the parent is responsible for supervising such activity.

- **Transportation as a Part of Corps Activities** - Units may provide transportation as an official part of certain corps activities. For example, corps may provide transportation to out-of-town events or field trips. When people are transported as a part of unit activities, all relevant guidelines will apply. Following the "two adult guideline" and having all drivers complete a Driver Application Form are especially important.
- **Confidentiality** - Workers must report to an appropriate leader if a program participant discusses harming himself or others, committing a crime, or being abused. There are limits to confidentiality when working with vulnerable persons. Questions about such cases or other issues of confidentiality must be discussed promptly with the supervisor or commanding officer/administrator. Conferring with an officer on sensitive issues is not considered breaking a confidence.
- **Gifts** - Workers are generally discouraged from giving or receiving personal gifts with program participants, including money. When the giving of *personal gifts* is desired, the worker must first notify parents and/or the supervisor. Gifts can be easily misinterpreted. Gifts given to groups of young people are appropriate, such as graduation presents or awards for participation and do not require notification of parents or supervisors. It is inappropriate for workers to accept or solicit gifts of any kind, including planned giving appeals, with vulnerable adult program participants.
- **Corporal Punishment** - Corporal punishment involving painful touch (hitting or spanking) and physical forms of maintaining order are not appropriate in Salvation Army activities. *This rule holds true even if parents have suggested or given permission for corporal punishment.* Workers must consult their supervisors if they need help with unruly program participants or discipline techniques.

- **Open Door Guideline** - All program events should be conducted with an "open door" approach. This means that parents/family members, other program participants and/or corps members have a right to observe any activity. Parents/family members and/or other caregivers should be informed that there are *never* secret activities, treatments or initiations in any Salvation Army programs. An atmosphere of transparency must be maintained at all times.
- **Romantic or Sexual Involvement** - Salvation Army workers are *strictly prohibited* from relationships with program participants that involve, even remotely, dating or sexual involvement. Additionally, adult youth workers may not be romantically or sexually involved with minor coworkers. Any individual with prior incidents of sexual misconduct may not serve in any capacity caring for minors or other vulnerable persons in Salvation Army programs.
- **Supervision and Communication** - Workers must meet on a regular basis with program leaders and program leaders must meet with the officer in charge/administrator periodically to discuss any issues regarding these guidelines. Appropriate topics that must be discussed include problems, accountability, guideline clarification, personal feelings, or other issues that may interfere with ministry efforts.

Guidelines Specific to Children/Youth Programs:

Youth Supervising Youth - Minors may help adults lead youth activities only under the direct leadership of adults. A minor may not be used to meet the team leadership or team counseling guidelines discussed above.

High Adventure Activities- Special precautions must be taken on high adventure activities such as: rock climbing, hiking, overnight camps, raft trips, or the like. Both physical safety and safety from abuse are at risk in high adventure situations. A high ratio of adults to youth is recommended. Guides for high adventure activities should be licensed by the sports governing body or government authorities to guide groups whenever possible. High adventure camping often raises unique circumstances involving individual privacy, sleeping arrangements, bathroom facilities, and so on. Adult leaders must be vigilant to avoid suspicious or misinterpreted behavior in these circumstances.

Overnight Activities - At least two adults should supervise overnight activities. If the participants are male and female, then male and female chaperons must be present. If these conditions cannot be met, then the event should be postponed. Males and females attending events must not share the same sleeping quarters and should have separate access to bathroom facilities. Experienced workers should be included with newcomers to any ministry serving children and youth.

IN CLOSING:

Workers must report suspected or observed misconduct by other workers to the program leader or officer/administrator immediately.

Workers must avoid even the appearance of misconduct. This is necessary in order to maintain public confidence and avoid mistaken allegations.

Workers who disobey these guidelines may be reassigned or relieved from a program duty at the discretion of corps/program leaders or administrators.

I have read the guidelines above. I agree to observe them faithfully.

Signature _____

Date _____