



## 39<sup>th</sup> Annual Junior Civitan International Convention

# CHAPERONE AGREEMENT

Civitan International hopes every chaperone will fully enjoy the convention. To ensure the comfort and safety of everyone, the following Chaperone Agreement has been established and each chaperone is expected to follow it.

### *Chaperones Must:*

1. Be a District Chair or Liaison, Club Advisor, Sponsoring Club Liaison, or parent/legal guardian.
2. Have reached 21 years of age.
3. Complete and pass a background check (Civitan Policy 0506, Junior Civitan Policy 121).

### *Guidelines*

1. All chaperones are to conduct themselves as responsible and professional adults as you are representing Civitan and Junior Civitan International at ALL times.
2. Chaperones are REQUIRED to attend all sessions or events of the convention and ensure that your Junior Civitans do as well. You are not permitted to allow any Junior Civitan to miss a convention session or event without valid reason (i.e. illness, emergency, etc.).
3. No alcoholic beverages or drugs of any kind, with the exception of prescribed medication, will be permitted in the possession of anyone attending the convention.
4. Tobacco products, electronic cigarettes, and other vaping devices are not permitted by any chaperone in the presence of Junior Civitans.
5. Only age-appropriate discussions (including no foul language) should be held in the presence of Junior Civitans.
6. Your attire throughout the weekend MUST follow the Attire Guidelines.
7. Chaperones are to ensure that their participants adhere to the curfew set by Civitan International each night.
8. Care shall be taken not to deface or destroy any property on the premises. Objects must not be thrown from windows. The unwarranted setting off of fire alarms or fire extinguishers is strictly prohibited. Damages will be paid for by the person(s) responsible.
9. Gambling, use of fireworks, the display of or distribution of obscene literature, in brief, any action unbecoming to Civitan International will not be allowed.
10. There is to be no discrimination in any policies, procedures, or practices on the basis of race, religion, national origin, gender, marital status, sexual orientation, or disability of any attendee of the convention.
11. No Junior Civitan, chaperone, or invited guest may change room assignments.
12. Chaperones are to abide by all applicable federal and state laws as well as all Civitan and Junior Civitan International Bylaws and Policies.
13. Name badges must be visibly worn at all times when delegates are within the hotel.
14. Every chaperone shall respect the authority of Civitan International staff.
15. Chaperones are expected to fulfill all duties asked of them throughout the duration of the weekend.

Appropriate action will be taken for any infractions, including the dismissal of any chaperone from the convention at the expense of the individual, and/or forfeiture of volunteer and chaperone privileges for future Junior Civitan International events.

I, \_\_\_\_\_ (chaperone's name) have read the above guidelines and agree to adhere to them throughout the duration of the 2019 Junior Civitan International Convention.

CHAPERONE SIGNATURE: \_\_\_\_\_

CHAPERONE PRINTED NAME: \_\_\_\_\_

*Must present signed no later than 5:00 pm on June 20<sup>th</sup>.*