

(ADULT)

**DIOCESE OF AMARILLO  
GUIDELINES FOR ADULT CHAPERONES/SPONSORS**

Youth Ministers and Adult Leaders are responsible for the actions of youth from their respective parishes. Each parish will take full responsibility for any damage or theft done by members at the site. It is our request that all adult leaders in each delegation help enforce the code of conduct, and to set an example for youth.

The following guidelines have been established to help adult leaders:

1. Each chaperone is asked to be in charge of 6-8 youth. Chaperones under the age 21 must be pre-approved by the Office of Youth Ministry or Parish Priest to serve as chaperones.
2. Chaperones are encouraged to go over guidelines with youth.
3. Adults are asked to touch base with youth on a regular basis to answer questions. Please do not leave the activities and expect other adults to be responsible for the youth assigned to you.
4. If needed adults and youth are required to wear nametags at all times.
5. Each Parish is responsible for medical releases for their participants. The medical releases/permission forms should be kept with the person in charge. In case of an emergency, illness or injuries should be reported to the person in charge.
6. Responsibility for discipline is shared by all adult chaperones.

**MOTELS:**

7. Chaperones are requested to check rooms about 10 minutes after curfew to make sure all youth are accounted for. Any youth not accounted for should be reported to the person in charge. Chaperones are asked to monitor areas until at least 2:00 a.m. for every night at motels. If necessary, please double-check the rooms you are accountable for during the night. (If staying in motels)
8. Youth who cause problems should be reported to the person in charge. If necessary, parents will be notified and youth will be sent home.
9. Chaperones are requested to monitor and familiarize yourself with the activity areas, bathrooms, hallways etc. (In hotel atrium, hallways, stairwells, game rooms, pool areas, balconies, terraces, and elevators at all times.
10. For motel purposes: No visiting will be allowed in rooms by members of the opposite sex unless two adults are present.
11. Be an understanding person. Do not press your views on your group members. Be respectful.
12. Chaperones/sponsors who are of legal drinking age (21 years old) are expected to be leaders and examples to younger attendees; therefore ALL PARTICIPANTS are to refrain from drinking. The purchase, possession or consumption of beer, wine, other alcoholic beverages and use of illegal drugs by any individual will not be tolerated. Infraction of these rules will mean immediate dismissal from the activity. The bars and lounges are OFF LIMITS.
13. I have complied with the Child Safety Environment Guidelines set by my Diocese.

Diocesan Office of Youth Ministry

I have read and understand these guidelines and I am willing to abide by them.

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Signature of Adult Chaperone

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Date