

Youth Group Overnight Trips – Chaperon Responsibilities

Adult Responsibility

1. All adult advisors/chaperones must be 21 years of age.
 - a) One adviser/chaperone must be at least 25 years of age. This adult should be known by the youth and their parents.
2. Youth and their parents or guardians must be informed ahead of time who will have primary responsibility for the youth during the trip and have a way to contact this person at all times of day or night during the event (usually a cell phone number).
3. Drivers transporting youth, children, or vulnerable adults for church purposes must be approved by a staff member and be eligible as required by church policy.
4. Trip itineraries must be provided to all parents and guardians.
5. Under no circumstance is one adult to take a youth or group of youth on an overnight outing alone.
6. At least one female staff will supervise female youth in their sleeping quarters and at least one male staff will supervise male youth.
7. Two adults in a committed partnership or marriage together do not satisfy the requirement to have at least two adults present.
8. Adult responsibility for youth continues until:
 - a) A youth is seen onto their mode of transportation home, or
 - b) a youth is picked up by another responsible adult in person

Lodging

1. Careful consideration should be given to travel and lodging conditions when youth events are held offsite.
2. A staff person (or equivalent responsible adult) must be available at all times in the building where youth are staying.
3. Participants may room with an adult (age of 21 or older) *only* if there are 'dormitory' sleeping styles and another participant or two unrelated adults are also in the room.
4. Participants should never sleep alone in a room with an adult.
 - a) Youth may share a room with one adult if that adult is their parent/ guardian.
5. Under no circumstances should a youth share a bed with a non-familial adult.
6. Participants should be provided their own beds whenever possible.
 - a) If youth request or need alternative accommodations for other configurations based on orientation, gender, identity, medical issue, etc., attempts will be made to meet these requests.
7. Youth should always room with youth of the same age range and gender or be provided with individual rooms.
8. Sleeping rooms are only for the persons assigned to them. Sleeping rooms are not a gathering place for other youth or volunteers.
9. There should be a process in place for nightly check-in and assurance that all youth are in their assigned room for the night. Check-ins should be done in person, not by message passed through another participant or by phone or text.