



Team Adult Advisor/Chaperone Guidelines

Team Adult Advisors (TAAs) are the primary contacts and mentors for youth attending the Spring Youth Forum. Team Adult Advisors/Chaperones are our first line in promoting and protecting the health, safety, and well-being of the youth who join us at the conference. It is every Team Adult Advisor/Chaperone's duty to be a reliable and positive role model to whom youth can turn to for everything from health matters to guidance on conference etiquette.

The Team Adult Advisor/Chaperone Roles & Responsibilities:

- Advisor and chaperone to their youth team members.
- The Team Adult Advisors (TAAs) are the primary contact person for youth team attendees.
- Responsible for protecting the health, safety, and well-being of their youth team.
- Provide positive role-modeling and mentorship for the youth in their care.
- Attend all event activities, meals, and workshops with their youth team members and ensure team safety at all times.
- Responsible to know the whereabouts of their youth at all times.
- Ensure full team participation and on-time attendance of conference learning activities.
- Adhere to and maintain a 3:1 Team Adult Advisor/Chaperone to youth ratio at all times (per DSHS policy).
- Adhere to and enforce a zero tolerance policy for tobacco, alcohol, misuse/abuse of medicines, and illegal drug use/possession.
- Adhere to and enforce respectful and professional behavior by the youth; including refraining from engaging in affectionate, intimate, or sexual behavior and/or activity.
- Adhere to and enforce curfew for youth of 10:00 pm (in hotel rooms) – no exceptions.
- Retain and carry Youth Guidelines/Permission Forms at all times. Youth MUST also retain and carry their personal Youth Guidelines/Permission
- Forms at all times. This is for safety purposes, or in the event of an emergency, they have their medical information on them.
- Team Adult Advisor/Chaperone(s) adhere to and enforce "no guest policy" in conference areas. **Reminders:**
- Age Requirements of the Team Adult Advisor/Chaperone: 19 years of age and at least 3 years older than the youth they are advising/chaperoning (whichever is greater).
- Background Check (Required): It is the responsibility of individual agencies/organizations to conduct background checks on all Team Adult Advisor/Chaperone(s) attending and onsite with youth.
- All the TAAs and Chaperones for each team must attend the mandatory Chaperone/TAA meeting by phone or in person.
 - By Webinar: Friday, May 10, 2019 at 10:00 am
 - In Person at the Great Wolf Lodge: Tuesday, May 21, 2019 at 7:00 pm.

Violation of Guidelines Policy

Violations of any of the guidelines may result in a group or individual being sent home at his/her expense.

Violations may result in an individual or team being disqualified from eligibility for event prizes and/or scholarships for a 12-month period.

Team Adult Advisor – Bring Forms (On-Site)

Please ensure that your youth bring one (1) original and two (2) copies of Youth Guidelines/Permission Forms packet and bring the signed forms to the Spring Youth Forum to be submitted during team check-in. Youth will not be allowed to attend the Spring Youth Forum without bringing all necessary signed forms to the Forum and submitting them at check in.

Team Adult Advisor – Support (On-Site)

Throughout the Spring Youth Forum, support is available! If you have a question or need guidance, please contact the registration desk. Thank you for your time and effort in supporting the youth! We hope you enjoy the Spring Youth Forum!

For More Information

For more information regarding the Spring Youth Forum, please contact the conference chair, Antonio Edwards (tony.edwards@hca.wa.gov).