Safe Church, Safe Communities

Covenant for Group Travel

The Episcopal Diocese of Pittsburgh provides this form for use by congregations or organizations sponsoring group travel experiences of any kind, but more particularly those that involve either children/youth or vulnerable adults. A congregation or other organization may either adopt the form without any changes or (more probably) adapt it to meet their needs. For details about its use, see the diocesan *Policy for the Protection of Children and Youth*, the *Policy for the Protection of Vulnerable Adults*, or the equivalent policy of the congregation or organization concerned.

**[LETTERHEAD OF PARISH OR ORGANIZATION]**

**EVENT NAME**

**Covenant, Rules of Conduct, and Regulations**

Attending [EVENT NAME] is a privilege that has been offered to participants and leaders because of their good character and commitment to its goals. Throughout [EVENT NAME] participants and leaders will have opportunities to share their many gifts. In return, participants and leaders are called upon to present their best selves as members of the group. With this goal in mind, each participant and leader must agree to read, understand, and abide by the guidelines below.

**Community Covenant**

1. We will respect the dignity of every human being.
2. We will maintain quiet in sleeping rooms from 11 p.m. to 7 a.m.
3. We will be in our sleeping rooms by curfew.
4. We will remain in our sleeping rooms from curfew until 6 a.m.
5. We accept responsibility for any property that we damage.
6. We understand that participants leaving [NAME OF EVENT OR VENUE] must sign out with [NAME OF RESPONSIBLE INDIVIDUAL] and must be accompanied by an adult leader. Under no circumstances may one adult and one young person leave together.
7. We will not engage in sexual behavior or sexualized or harassing speech.
8. We will not use tobacco or nicotine products, alcohol, or illegal drugs.

**General Rules of Conduct**

*Youth Participants*

1. You are expected to be on time to meetings and sessions.
2. You are expected to be in your sleeping room by curfew.
3. You are expected to have at least 7 hours of sleep each night.
4. You are responsible for getting yourself up and to your selected activity on time.
5. When speaking in group activities, you are expected to use “I” statements and to speak only for yourself.
6. You are expected to be appropriately dressed, avoiding any clothing printed with messages that promote tobacco, alcoholic, or illegal substances. Your underwear and torso must be covered.
7. You are expected to be active and involved throughout the entire event, participating fully in selected activities and assigned groups.
8. You are expected to take responsibility for your personal needs, keeping your leaders informed of your whereabouts and general state of being at all times.
9. You are expected to keep yourself hydrated and fed.
10. You are expected to respect the privacy of your sleeping space and that of others. Only your assigned roommate(s) may be in your room. A common area in the dorm will be designated for socializing during free time.

*Adult Leaders*

1. You are expected to check-in with the participants who have been assigned to you daily and at bedtime to ensure they are all well and accounted for.
2. You are expected to report all medical situations/incidents to [NAME OF RESPONSIBLE INDIVIDUAL] for appropriate response, care, and documentation.
3. You are expected to report all disciplinary issues to [NAME OF RESPONSIBLE INDIVIDUAL] for appropriate response and reporting.

**Non-Negotiable Regulations**

The following regulations also apply to all youth participants and adult leaders. Failure to comply will result in expulsion from [EVENT NAME] at parent/guardian's expense where appropriate.

1. There will be no possession or use of alcohol or illegal drugs/controlled substances at any time during the event.
2. Participants and leaders shall respect both common property and individual property and will be held financially responsible for its willful destruction.
3. Pets are not permitted.
4. Fireworks, firearms, knives or other weapons of any kind are not permitted.
5. All young people leaving [EVENT NAME] at any time must be accompanied by an adult. Under no circumstances may one adult and one young person leave [EVENT NAME] alone.

I have read and understand this Convenant, Rules of Conduct and Regulations. I agree to abide by all these provisions while I am attending [EVENT NAME].

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Participant Signature Parent/Guardian Signature *(for Youth Participant)*

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