



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF DANE COUNTY, INC.

Event Volunteer Release and Acknowledgement Form

Thank you for choosing to volunteer your time with the YMCA of Dane County, Inc. (the Y). In choosing to volunteer for the Y you agree to support the Y philosophy, which is based on inclusive participation for all, fun, physical fitness and health, skill development, teamwork, fair play, family involvement and volunteer leadership.

Volunteer Information (Please print clearly)

Name _____ Birth Date _____
 E-mail _____ Home Phone _____ Cell Phone _____
 Address _____ City _____ State _____ Zip _____
 Company _____ Title _____
 Male Female Race/Ethnicity (optional) _____ Adult T-shirt size S M L XL XXL XXXL

Emergency Contact

Name _____
 Relationship _____ Telephone _____ Alternate Telephone _____

Event Information

Event _____ Event Date(s) _____ Location _____
 Volunteer Position _____ Scheduled Volunteer Hours _____

Please contact me about Volunteering at other special events Becoming a regular volunteer

Release and Acknowledgement

- I have chosen to participate as a volunteer for the YMCA of Dane County, Inc (the Y). I understand that these services are being offered on a voluntary basis without anticipation of any financial reimbursement.
- In addition, I certify that I am in good health and capable of safe participation in the program or event. I understand that Y activities have inherent risks and I hereby assume all risks and hazards incident to my participation in all Y activities. I hereby release the Y, its directors, employees, and volunteers (collectively "the released parties") for and against any and all claims that I may have against the released parties for negligence arising out of or relating to my participation in any Y activity. I further agree to indemnify and hold harmless the Y, the organizers, volunteers, supervisors, officers, directors, as well as participants, from any claims of injury sustained during my use of Y property or participation in any activity or program affiliated with the Y, without respect to location. This release does not apply to any intentional acts of the released parties. I understand that if this release was not drafted as broad as it is, the Y would be unable to allow my participation in Y activities as a volunteer. As I do not wish to lose the privilege of participating in Y activities, I hereby waive the right to bargain for different release of liability terms.
- I understand Y programs and events are often photographed or videotaped for promotional purposes. I hereby give the Y unlimited permission to use, publish, and republish reproductions of my likeness and voice, with or without the use of my name. I hereby agree to hold the Y harmless from any liability arising from the use of my likeness, voice or name.
- I certify that the information I have provided above is true and correct without consequential omissions. I understand that any misrepresentation or omission of facts may be cause for termination of my volunteer services. I also understand that filling out this form does not obligate the Y to enlist my services and that my services can be terminated at any time for any reason.
- The Y reserves the right to conduct criminal history background checks at its discretion, consistent with applicable laws. I fully consent and I understand that this written statement will serve as my written authorization for the Y to make such inquiries. I also acknowledge and accept that continued volunteer service is contingent upon an acceptable criminal history background check. I hereby waive any right to claim that any request or investigation is an invasion of my privacy because I have provided my consent by signing below. In addition, I hereby release said companies, schools or persons from all liability for any damage for providing information as specified herein.
- The Y does not condone child abuse in any form. I understand that any documented past incidents of child abuse may make me ineligible to volunteer for the Y. I also understand that the Y will take any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation.
- I will read and abide by the Y Code of Conduct found on the reverse side of this form. I understand that violation of any policies or the Y Code of Conduct may result in the termination of my volunteer service.

I hereby acknowledge that I have read and understand the above statements and acknowledgement and that I voluntarily sign this Event Volunteer Release Form.

Volunteer Signature _____ Print Name _____ Date _____

If applicant is a minor, consent of parent or legal guardian _____
 Parent or guardian signature _____

Office Use Only

Volunteer Supervisor _____ Entered into Daxko _____ YMCA Member# _____



Code of Conduct

1. At no time during a YMCA program may a staff/volunteer be alone with a single child where they cannot be observed by others, except in extraordinary circumstances. As staff/volunteers supervise children, they should space themselves in a way that other staff/volunteers can see them.
2. Staff/volunteers shall never leave a child under the age of 8 unsupervised.
3. Rest room supervision: If staff/volunteers are assisting younger children, doors to the stalls must remain open. No child regardless of age should ever enter a bathroom alone on a field trip.
4. Staff/volunteers should conduct or supervise private activities of children in pairs – putting on bathing suits, taking showers, etc. When this is not feasible, staff/volunteers should be positioned so that they are visible to others. Any exceptions should be approved by senior management.
5. Staff/volunteers shall not abuse children including:
Physical Abuse - strike, spank, shake, slap, etc.
Verbal Abuse - humiliate, degrade, threaten, etc.
Sexual Abuse - inappropriate touch or verbal exchange, etc.
Mental Abuse - shaming, withholding love, cruelty, etc.
Neglect - withholding food, water, basic care, etc.
Any type of abuse will not be tolerated and may be grounds for discipline, up to and including termination.
6. Staff/volunteers must use positive techniques of guidance, including redirection, positive reinforcement, and encouragement rather than competition, comparison, and criticism. Staff/volunteers will have age-appropriate expectations and set up guidelines and environment that minimize the need for discipline.
7. If a restraint must be used due to imminent danger to the health and safety of a child or staff, an immediate evaluation of the situation must be conducted with the staff/volunteer involved and their immediate supervisor. An incident report is to be completed and shared with the Branch Executive Director. If the program is a licensed program, the report should also be shared with the State Licensing Representative.
8. Staff/volunteers will observe children as they enter the program, noting any questionable observations, including any questionable physical marks or responses. Questionable observations will be documented and shared with their immediate supervisor. Questions or comments will be addressed with the child and/or parent/guardian in a non-threatening way.
9. Staff/volunteers will respond to children with respect and consideration and treat all children equally regardless of race, color, religion, sex, disability, creed, national origin, or other protected status.
10. Staff/volunteers will respect a child's right not to be touched in a way that makes him/her feel uncomfortable, and will respect that child's right to say no.
11. Staff/volunteers will refrain from intimate displays of affection towards others in the presence of children, parents and other staff/volunteers.
12. While the YMCA does not discriminate against an individual's lifestyle, it does require that in the performance of their job that they will abide by the standards of conduct set forth by the YMCA.
13. Staff/volunteers must appear clean, neat, and appropriately attired. Staff must follow department dress code and wear their YMCA photo ID name badge when working.
14. Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is strictly prohibited.
15. Smoking or use of tobacco in the presence of children or parents during working hours is strictly prohibited. Smoking is never allowed on YMCA property or in YMCA vehicles.
16. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment is strictly prohibited.
17. Staff/volunteers will portray a positive role model for youth by upholding the YMCA's four core values: Caring, Honesty, Respect, and Responsibility.
18. Staff/volunteers may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleep over's, and inviting children to their home. Any exceptions require a written explanation before the fact and are subject to senior management approval.
19. Except in emergency situations, staff should not and the YMCA recommends that volunteers do not transport children in their own vehicle, especially if they do not have any of their own children in the program that they are coaching/teaching.
20. Staff/volunteers may not date members and/or patrons of the YMCA who are under the age of 18 or who have special needs or who are otherwise vulnerable.
21. In child care programs, under no circumstances should staff/volunteers release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent/guardian authorization on file).
22. Staff/volunteers are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend training on the subject, as instructed to do so by their immediate supervisor.
23. When supervising a YMCA traveling/overnight program, staff/volunteers are responsible for participants only at an actual YMCA event. Parents/guardians of participants that will not be present during overnight or traveling to and from such an event must delegate responsibility of their child(ren) to another parent/guardian who will be present.

****All policies for staff/volunteers regarding the prevention of child abuse also apply to members and patrons of the YMCA who have disabilities or are otherwise vulnerable regardless of age.**