Oregon Conference of Seventh-day Adventists

PARENTAL Consent for Minor Volunteer FORM

OFFICE USE ONLY			
Recommended:	***Not Recommended:***	***Recommended with Caution:***	***Date Received:***
Comments:		***Date Approved***	***Renewal Date:***
		Signature of Conference Director	

NOTE: ***This form is to be used for all minors under 18. This form should be updated every three years. A Volunteer Background Check Form (for adults) must be submitted when the minor turns 18 years of age.***

Teen's Name: _____ **Birth Date:** _____/_____/_____

Parent/Legal Guardian_____

Address:_____ **City:**_____ **State:**_____ **Zip:**_____

Home Number (_____) _____-_____ **Cell Number** (_____) _____-_____ **Email**_____

Primary Location of Volunteer Activity: ☐ ***Adventurers*** ☐ ***Camp Meeting*** ☐ ***Children's Ministries*** ☐ ***Pathfinders***

☐ ***Outdoor School*** ☐ ***Vacation Bible School*** ☐ ***Other***_____

CONSENT

The undersigned does hereby give permission for (my) teen, _____

Teen's Name

to volunteer and participate in activities sponsored by _____

Name of Organization where minor will be volunteering (Church or School Name)

Minors 13 Yrs. and Under	Minors 14 – 17 Yrs. Of Age
Under adult supervision	Under adult supervision
May help with age appropriate activities during church events, such as Sabbath School, VBS, and Evangelistic Meetings.	Participates as Minor Volunteer with church and Conference events such as church events, Pathfinders, and Camp Meeting.
Parental supervision is recommended; however, if this is not possible, parents should make sure that minor is "registered" in the church activity and is under adult supervision at all times.	Parental supervision is not required at this age group while volunteering. However, minor must be under another adult supervision at all times.
Must ***not*** have supervisory role. Must not take other minors to the restroom.	Must ***not*** have supervisory role. Must not take other minors to the restroom.

Please see attached SUMMARY OF CHILD LABOR LAWS for a partial list of hazardous and prohibited occupations for minors.

CODE OF CONDUCT

I have reviewed the ***Code of Conduct and Guidelines for Minors who Volunteer*** form with my child and he/she understands and agrees to follow this code of conduct and comply as closely as possible and act in good faith for the welfare of the people involved.

CRIMINAL RECORD

Does your teen have criminal records or has been accused of any inappropriate behavior with children? **YES** ☐ **NO** ☐

If yes, please explain: _____

WAIVER

I understand that this is strictly a volunteer position, and there will be no remuneration for services and time volunteered by my teen. **I also understand** that serving as a volunteer may involve risk. Except to the extent covered by any Oregon Conference insurance policies I, on behalf of myself, my spouse, next of kin, executors, heirs, assigns, or anyone else who might claim or sue on my behalf or my teen's, fully release and agree not to sue the Oregon Conference of Seventh-day Adventists and any of its agents, employees, and/or volunteers from any and all liability, including but not limited to any claims, losses, or liabilities due to death, personal injury, disability, property damage, medical expenses, and/or theft, that may arise from or relate to my teen's participation as a volunteer, including transportation to and from any events and any provision of medical care.

REFERENCES

The Conference may contact additional references if the individual you list is unavailable, unable to provide a reference, or if otherwise needed.

Your Pastor **1.**	**Email Address**	**Phone or Cell Phone #:**
Teacher/Sabbath School Teacher **2.**		**Phone or Cell Phone #:**
Family Friend **3.**		**Phone or Cell Phone #:**

_____ _____

(Minor's Signature) **(Printed Name)**

_____ _____

(Parent/Guardian Signature) (Date) **(Printed Name)** (Phone Number)

_____ _____

(Pastor or Church Officer Signature) (Printed Name)

<u>Please mail this form to the Oregon Conference of Seventh-day Adventists</u>

19800 Oatfield Rd. Gladstone, OR 97027

Code of Conduct and Guidelines for MINORS who Volunteer

NOTE: *These guidelines are to be followed by teens (ages 14 through 17).*

Acknowledgment

As a ministry volunteer, I want parents and others to feel comfortable and confident with me. Therefore, I will commit to creating the best possible environment for children and youth to grow up in by following the guidelines for conduct listed below. I understand this will better protect both the volunteer, and those under their care.

My Commitment to Volunteer Ministry

1. I will not allow myself to be in a position of supervising a child or group of children without adult supervision. If so, I will seek an adult immediately.

2. If I find myself in a situation where there are no adults present, UNDER NO CIRCUMSTANCES will I allow myself to be alone with one child. This protects me as well as the child from possible accusations.

3. I will ask a child's permission before physically touching him/her anywhere, even when responding to an injury or problem. This is especially true for any areas that would normally be covered by a T-shirt and/or shorts. If an injury is within this area, care is only provided by an adult.

4. I will refrain from physical and verbal attacks and corporal punishment which are inappropriate behaviors and should never be used as discipline. I will report any misbehavior I observe to the adults in charge of supervision.

5. I will affirm other children with appropriate touching by keeping hugs brief and "shoulder-to-shoulder" or "side-to-side." I will always keep hands at (not below) the shoulder level. For small children who like to sit on laps, I will encourage them to sit next to me.

6. I will NOT take children to the restroom unless under the supervision of another adult.

7. I will remind the adults in supervision to keep all activities with children within visible areas. (i.e. Keep the classroom door open.)

8. I will not seek private conversations with children I am helping. All interactions will be within the view of an adult.

9. If I become aware of any behavior by another individual which seems abusive or inappropriate towards children, I will report that behavior to an adult or church pastor.

10. I will cooperate and follow these guidelines and act in good faith for the welfare of the people involved.

11. I will cooperate with church leadership in volunteering with children and youth ministries by being a volunteer who is loving, kind, firm, and always a respectable person. Working with children and youth is not only a privilege; it is also a serious responsibility that must be approached with utmost care.

PLEASE SIGN THIS PAGE AND RETURN WITH YOUR VOLUNTEER APPLICATION TO: The Oregon Conference Risk Management Department

Your Signature _____ Date: ___/___/___

SUMMARY OF CHILD LABOR LAWS
Partial List of Hazardous and Prohibited Activities

For the safety of our minor children who are volunteering, we ask that churches and schools follow the same Child Labor Law standards that apply to the employment of a minor child. ***Specifically we ask that minor volunteers participate in age-appropriate activities***, and that churches and schools refrain from asking them to perform types of activities that minors are prohibited from performing as employees.

The below information is only a summary of those prohibited activities. For more information contact the bureau's Technical Assistance for Employers Unit at (971)673-0824, or refer to the bureaus' website at www.oregon.gov/boli.

PROHIBITED Activities For Minors Under 16	**PROHIBITED Activities For Minors Under 18**
• Work in locations where power-driven machinery is used • Work in workshops or warehouses • Work around constructions sites and equipment • Using pressure washers • Cooking with open flame grill, manual fryer, broiler, or surface or oil more than 100 degrees • Using pizza, bakery or convection ovens • Work in connection with golf carts • Using ladders, scaffolds or substitutes • Outside window cleaning above ground • Contact with power mowers/cutters/blowers • Sign waving, unless in front of business • Welding or soldering work • Wood cutting/sawing	• Contact with/operating power-driven food slicers, grinders and choppers (includes cleaning, even if unassembled) • Operating, repairing and cleaning bakery machines • Operating power-driven hand drills; sanders; woodworking machines • Excavating and working in trenches over 4' in depth • Roofing and related occupations • Operating power-driven hoisting apparatus and lifts • Contact with circular, chain, band saws and guillotine shears • Operating commercial mixers • Using power nail/impact guns, wire stitchers and fasteners • Operating power-driven paper products machines • Messenger services between 10:00 PM and 5:00 AM

RETAIN THIS DOCUMENT FOR YOUR REFERENCE