

# Relay For Life Chaperone Agreement Form



## DEFINITION OF ADULT CHAPERONE:

An adult chaperone is a **parent, legal guardian, or teacher** of one of the participating team members.

**This form must be completed & turned in at any Team Captain Meeting or by Bank Night.**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Team Name \_\_\_\_\_

Team Captain's Name \_\_\_\_\_

## Chaperone Responsibilities

- Chaperones must meet the criteria as an adult chaperone as defined above.
- Include your name, full address, and phone numbers on the **Youth Agreement Form**. Youth teams must have at least two chaperones.
- One Chaperone from each team must attend the third Team Captains Meeting.
- Chaperones are considered a part of the team, and as such must pay the registration fee, and sign a waiver of liability. As a member of the team, you are eligible for fundraising incentives and any money you raise will count towards your team's total.
- Chaperones must remain on site for the duration of the Relay. One chaperone must be present at the youth team's campsite at all times.
- Chaperones must be chaperoning **only one team** at any given time. Should a youth team have an accompanying adult team - parents on one team, children on another - the **adult team can act as the chaperone for the youth team**. Every attempt will be made to assign adjacent or nearby campsites. Adult chaperone's responsibilities take precedence over their own participation on an adult team.
- Chaperones are responsible for youth behavior, and must ensure that youth team members follow the ground rules of the event.
- Ensure that separate sleeping accommodations for boys and girls at the team's campsite are provided.
- Have available at the event your **list of emergency phone numbers** for all your youth team members. This list will be compiled by ACS and will be provided to you upon check-in at Event Registration.
- If a youth needs to leave for any reason the chaperone must contact a parent before a youth is allowed to leave.
- The American Cancer Society will send letters to the parent or guardian of all registered youth team members. Chaperones may wish to contact parents of youth participants prior to the event to confirm receipt of this letter.

**I have reviewed the responsibilities above and agree to abide by them.**

Chaperone Signature \_\_\_\_\_ Date: \_\_\_\_\_