

RELEASE OF LIABILITY AND MEDICAL RELEASE

As parent and/or legal guardian I remain legally responsible for any personal actions taken by the above-named minor. I agree on behalf of myself, my child named herein, or our heirs, successors, and assigns, to hold harmless and defend the Catholic Diocese of Richmond, its employees and agents, chaperones, or representatives associated with this event from any claim arising from or in connection with my child attending the event or in connection with any illness or injury (including death) or cost of medical treatment in connection therewith, and I agree to compensate the Diocese, its employees and agents and chaperones, or representatives associated with the event for reasonable attorney's fees and expenses which may incur in any action brought against them as a result of such injury or damage, unless such claim arises from the negligence of the Diocese.

I hereby warrant that to the best of my knowledge, my child is in good health, and I assume all responsibility for the health of my child. In the event of any emergency, I hereby give permission to transport my child to a hospital for emergency medical or surgical treatment. I wish to be advised prior to any further treatment by the hospital or doctor. In the event of an emergency, if you are unable to reach me at the above numbers, I give permission for the noted emergency contact to be notified. I will not hold the Diocese of Richmond responsible for authorizing any medical treatment beyond necessary transportation to the hospital.

Volunteer(s) Signature: _____ Date: _____

Adult Signature if volunteer(s) is/are under 18 years of age: _____ Date: _____

USE OF PICTURES AND/OR VIDEO

*I give permission for pictures and/or video of my child (named above) engaged in activities related any parish event to have their pictures posted in the Diocese of Richmond and/or St. Thomas More Catholic Church publications or websites. Names of participants **will not** be used without expressed permission from the parent or guardian. If no box is checked below, the Diocese of Richmond/St. Thomas More Catholic Church assumes you give permission.*

YES **NO** Volunteer(s) Signature: _____ Date: _____

Adult Signature if volunteer(s) is/are under 18 years of age: _____ Date: _____

SAFE ENVIRONMENT (THOSE 18 years and older to complete)

All adults who participate in a youth event sponsored by St. Thomas More Catholic Church must be in compliance with the Diocesan Safe Environment Policies. Please indicate that you have completed each component listed below:

YES **NO** Screening One (completed every 5 years). Comment: _____

YES **NO** VIRTUS Training (if 18 years and older; need only take the course one time). Comment: _____

YES **NO** Are you a parish or school employee? Comment: _____

Full Legal Name(s) of those with training: _____

I am interested in volunteering in the following role during STM VBS: Marvelous Mystery: The Mass Comes Alive. The roles are listed in order of my interests with number 1 being the role I desire most and 9th being the role I desire least.

Volunteer Role:	Volunteer's Name:	Volunteer's Name:	Volunteer's Name:	Volunteer's Name:
	_____	_____	_____	_____
Small Group Leader (Lead a group of 5 youth from station to station – you would be part of a team with a co-leader)				
Kitchen Crew (Help prepare snacks)				
Actor (Opening skit performance or act as “a saint of the day”)				
Arts and Crafts (Station assistant)				
Games and Relays (Station assistant)				
Storyteller (Station assistant)				
Station Leader (for adults 21 yrs & older)				
Technology Guru / Photographer				
Music / Singers (Play an instrument, lead songs, choreograph songs)				
Set Construction / Costume design				

2024 Vacation Bible School Marvelous Mystery: The Mass Comes Alive

VOLUNTEER CODE OF CONDUCT and EXPECTATIONS

Volunteers must read, understand, agree, sign and return this sheet with the Medical Information and Release form. Each volunteer is expected to adhere to the following principles while at the 2024 Vacation Bible School – Marvelous Mystery: The Mass Comes Alive.

Role of Volunteers

St. Thomas More Vacation Bible School (VBS) Committee depends on volunteers to help facilitate order and to serve as a network of support for the youth. It is important that the volunteers be an example of obedience and cooperation with the following policies as well as with parents of the youth and the St. Thomas More Catholic Church staff.

Volunteers should be constantly assessing the youth in their group to be aware of any special needs. They should feel comfortable talking and sharing with the youth. Volunteers should also be willing to pray with the youth in their group. Volunteers who act as small group leaders are responsible for their students at all times.

Duties of a Volunteer

A volunteer's responsibilities include, but are not limited to, the following areas:

1. Participation

- ☐ It is expected that all VBS volunteers will be present at each scheduled day of VBS.
- ☐ At no time should a youth participant leave the site without one of their Adult / Student volunteers. Unless it is a planned offsite field trip, volunteers are strongly discouraged from taking youth off site during VBS, except in the case of an emergency which at that point an adult volunteer will manage the situation.
- ☐ It is to be understood that the said adult volunteer takes full responsibility for a youth once off the site.

2. Relational Ministry and Small Group Leading

- ☐ It is expected that the volunteers will engage their youth throughout the day, not only making sure they are behaving appropriately, but participating with them. Volunteers should sit among their youth and participate with the youth during VBS, unless involved in other duties.
- ☐ Volunteers will help discipline /redirect behavior of the youth and help as needed with other VBS activities.

3. Alcohol, Drugs, and Smoking

- ☐ All state laws concerning alcohol and drugs will be strictly enforced.

- ☐ Possession and/or consumption of alcohol or drugs are not permitted during VBS.
- ☐ All buildings and outside areas on church grounds are smoke and vape free.

4. Appropriate Dress

- ☐ All volunteers are expected to dress in a fashion that represents modesty, respecting other participants / volunteers, and our Lord.
- ☐ Clothing must cover all undergarments and midriffs. Male participants must wear shirts at all times during the VBS.

5. Insubordination

- ☐ It is expected that volunteers will follow the direction of the coordinator of VBS and VBS Committee members.
- ☐ Any instances of lack of cooperation or insubordination will not be tolerated and will be subject to appropriate discipline.

I have read, understand, and agree to the above principles. Any violation of the above principles may result in immediate dismissal from STM VBS: Marvelous Mystery: The Mass Comes Alive.

Volunteer Signature: _____ Date: _____

Printed Name: _____

Adult co-signature if Volunteer is under 18 years of age: _____ Date: _____

Volunteer Signature: _____ Date: _____

Printed Name: _____

Adult co-signature if Volunteer is under 18 years of age: _____ Date: _____

Volunteer Signature: _____ Date: _____

Printed Name: _____

Adult co-signature if Volunteer is under 18 years of age: _____ Date: _____

Volunteer Signature: _____ Date: _____

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