

Rotary District 6330

CHILD / YOUTH TRAVEL POLICY

Appendix F

Child and Youth Travel Policy:

Please take the time to read and understand these policies. These define the level of permission needed for any type of travel. Club Youth Protection Officers (YPOs) must share this information.

ALL ROTARIANS co-ordinating programs involving children or youth in order to assure adherence to the policy. If you have any questions, contact the District 6330 Youth Protection Officer (YPO) BEFORE making travel arrangements.

How Long?	Transportation Provided By	Where?	Permission Required
Same Day	-Parents / Guardians -Rotarian(s) -School -Adults known to the Family (>21 years old)	In your Province/State	Parent / Guardian
Same Day	--- <i>All Other Same Day Travel</i> ---		Parent / Guardian + Club YPO
1 – 3 Nights	-Parents / Guardians -Rotarian(s) -School -Adults known to the Family (>25 years old)	In your Province/State	Parent / Guardian
4-7 Nights	-Parents / Guardians -Rotarian(s) -School -Adults known to the Family (>25years old)	In your Province/State	Parent / Guardian + Club YPO
	--- <i>All Other Overnight Travel</i> ---		Parent / Guardian + Club YPO + District YPO

Important Notes:

Club President can also grant permission where Club YPO permission is required

District Governor can also grant permission where District YPO permission is required

Rotary District 6330

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REQUEST FOR PERMISSION TO TRAVEL

(Complete this form for Travel when Club or District YPO Permission is Required)

Youth's Name: _____

Parent/Guardians FULL NAME(s): _____

Parent/Guardian Telephone: _____

PURPOSE OF TRIP

TRAVEL DETAILS (Include date of departure and return, method of travel, names of people you will be travelling with)

WHERE WILL YOU BE STAYING (We need to know the name of the accommodation or family names and phone numbers for each day of your trip--attach separate sheet if necessary.)

Hotel or Family Name: _____

Address: _____

Phone: _____

Dates of Stay: _____

APPROVALS: (Print Name and then Signature)

Parent / Guardian: _____

Club YPO: _____

District YPO: _____

Scan and email this form to the District YPO and wait for his or her approval BEFORE buying any tickets, etc. **PRIOR PERMISSION IS REQUIRED.**

Rotary District 6330

CHILD / YOUTH TRAVEL POLICY

(Complete this form for Travel when only Parent/Guardian Permission is Required)

PART A: PARENTAL INFORMATION

Name of Trip:		Date of Trip:	
Depart From	Date	Departure Time	
Destination	Date	Destination Arrival Time	
Return To	Date	Return Arrival Time	

OR See Schedule Attached

Transportation Provided By:	
Adult-In-Charge:	

Parent(s)/Legal Guardian(s) are responsible for arranging transportation to and from home to the departure and return location.

Health : Students are responsible for carrying their Ontario Health Cards or Health Card number with them when going outside their local community. Parents are required to provide any pertinent medical information to the Rotary Liason.

Please detach Part A and keep for reference. Please complete Part B and return to the Rotary Liason.

..... Detach Along This Line

PART B: PARENTAL CONSENT FORM

Date of Trip	Name of Trip	Telephone Numbers			
		Work	Home	Emergency	Cell
Name of Student					
Name of Father					
Name of Mother					
Legal Guardian					

- I DO wish my son/daughter to participate in this activity
- I DO NOT wish my son/daughter to participate in this activity
- I wish to volunteer for this activity.

Signature of Parent(s)/Legal Guardian(s)

Date