



Diocese of Rochester

Youth Ministry Chaperone Training



"Anyone who has discovered Christ must lead others to him. A great joy cannot be kept to oneself. It has to be passed on."

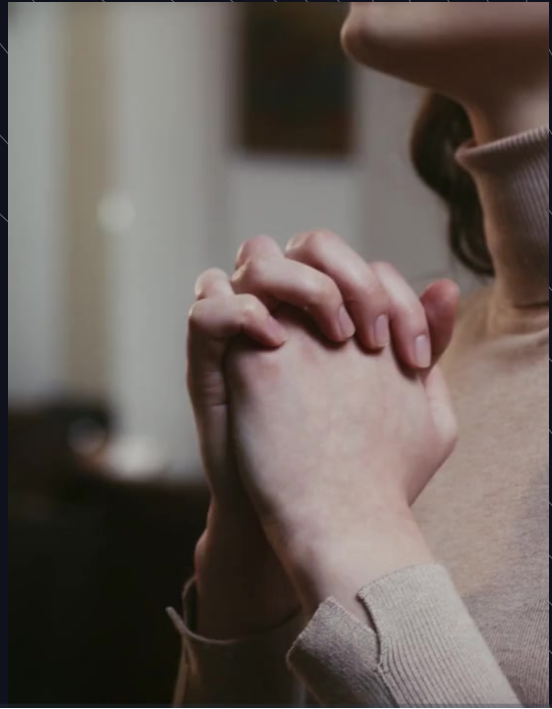
~Pope Benedict XVI~

YOUTH MINISTRY
CHAPERONES MUST
LEAD YOUNG PEOPLE
TO CHRIST!

Please take the time to watch this training video and review the role and responsibilities of a youth ministry chaperone!

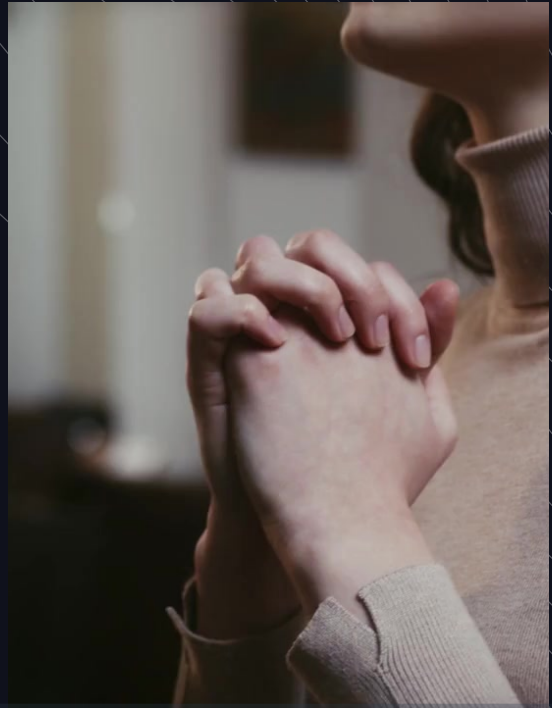
All youth ministry activities are chaperoned by adults 21 years of age or older.

- Minimally, the initial ten or fewer participants need to be chaperoned by no fewer than two adults.



All youth ministry activities are chaperoned by adults 21 years of age or older.

- For each additional one to six youth (*those younger than 18 years of age*), an additional adult needs to be added.



All adult chaperones must...

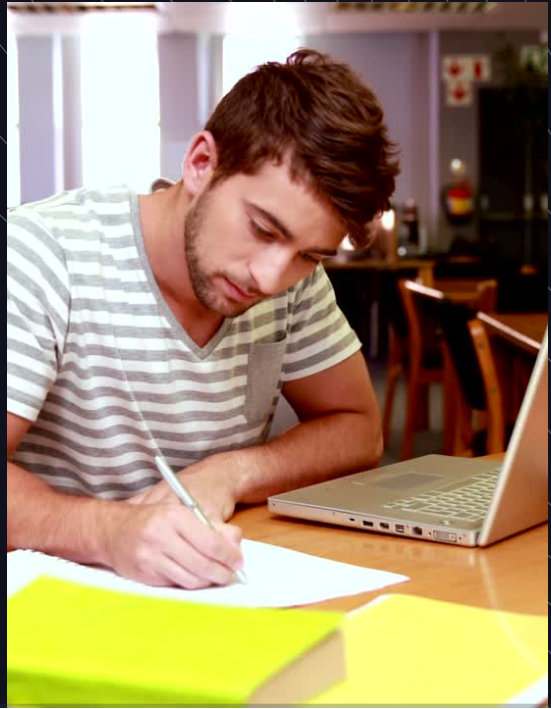
Complete Diocesan Safe Environment requirements.



Diocesan Safe Environment requirements are...

- **Completing Volunteer training.**
- **Reviewing and signing diocesan Code of Conduct**
- **Successfully completing a background check.**

Requirements must be met prior to serving as a chaperone!



**When
chaperoning
events within a
secured
facility,**

**adults need to
designate
places and
times where
youth (those
younger than 18
years of age)
can locate
group leaders
throughout the
day.**

For example, if you were chaperoning at Steubenville or NCYC, group leaders must designate a meeting location so that any teen can find them throughout the day. In addition, teens should have a non-private way to communicate with the group leader (such as a full group chat) to be able to locate you if you are not at the designated location.

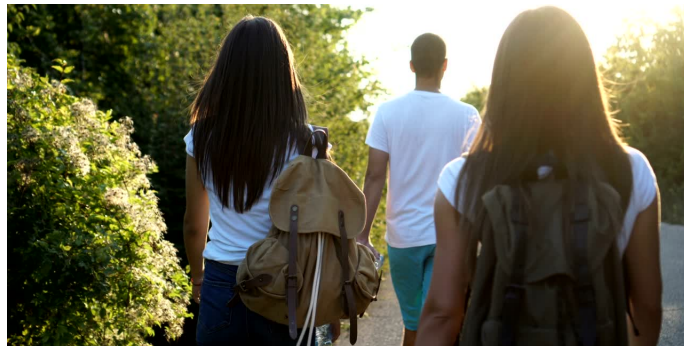
A photograph showing three people in a professional setting. On the left, a man in a grey shirt is looking towards the center. In the middle, a woman with long blonde hair, wearing a light pink sleeveless top, is looking at a man on the right. The man on the right is wearing glasses, a brown t-shirt, and a light beige blazer, and is looking down at a document he is holding. They are all seated and appear to be in a collaborative meeting. The background shows some green plants and a modern interior.

Chaperones are expected to...

Attend all required meetings for a particular youth ministry activity so they are familiar and comfortable with the activity they will be overseeing, as well as the tasks for which they will be responsible during the activity.

Chaperones who will be serving on a retreat team, or at an extended event such as a conference require training that is exclusive to that event. Team members are not effective when they have not worked through the material, understand the schedule and contemplated intended or unexpected outcomes with the entire team. Planning and preparation is ESSENTIAL and should be required for participation as a chaperone.

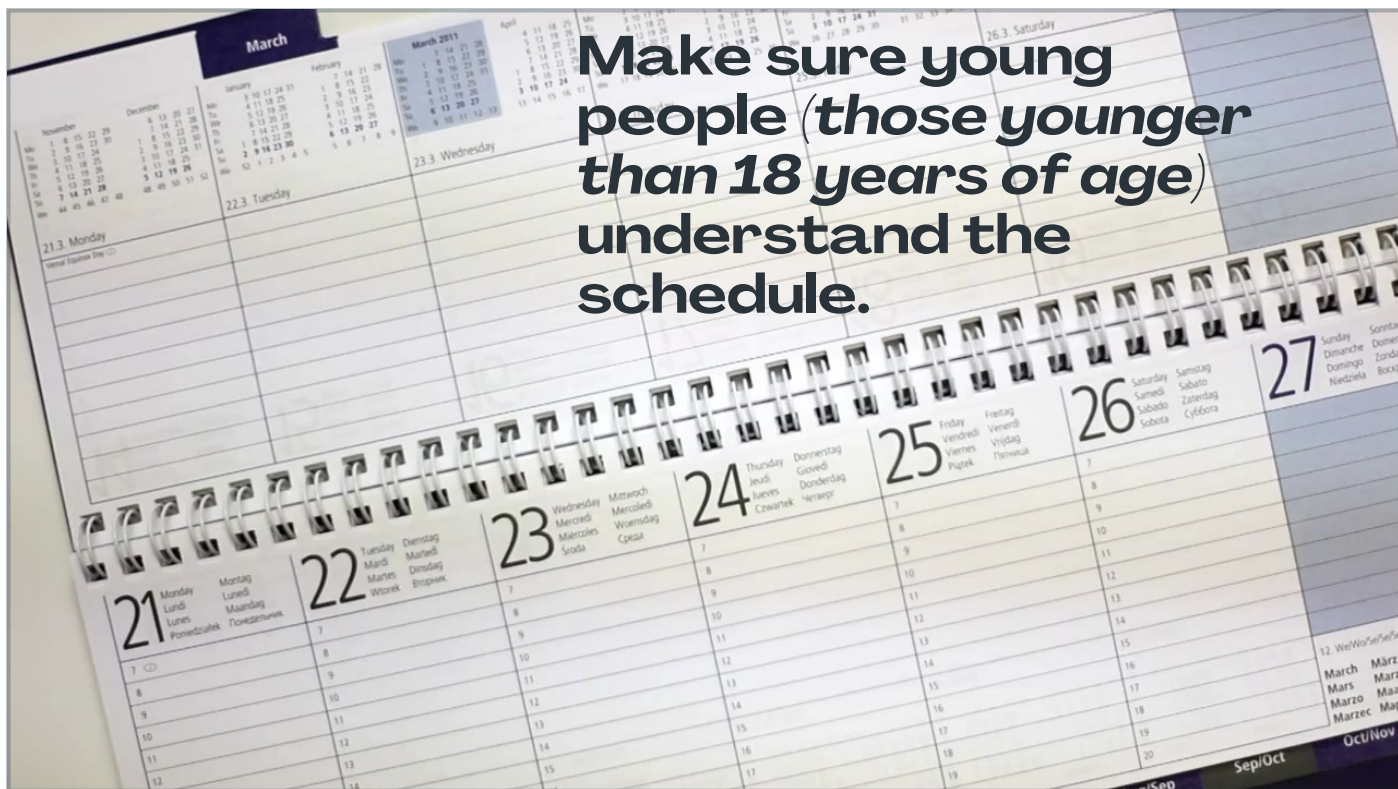
If a youth ministry activity involves young people from several parishes...



each parish represented at the activity minimally needs to provide one chaperone while ensuring that the youth to chaperone ratio for the entire activity is met.

It is neither safe or effective to invite teens to participate in events without an unknown adult present. Please provide a CASE trained chaperone when sending any teen to a diocesan event, conference or neighboring parish function. If a team member is not available, a CASE trained parent will be required to attend. This greatly reduces opportunities for poor behavior and makes it more meaningful to a teen to have a committed adult present with them.

Chaperone Responsibilities



Both leaders and youth need to be informed of the schedule for the day. If there is a chance that a schedule will need flexibility, communicate that clearly with participants. Maintain clear starting and ending times to eliminate issues with drop off and pick up.



**Observe young people
(*those younger than 18
years of age*) for
unacceptable
behavior.**

Youth should be held to a Code of Conduct Standard.

It is unacceptable for youth, at any church event to engage in:

- Disrespectful or rude behavior with other youth or adults
- Physical altercations or inappropriate touching
- Substance use
- Bullying or harassment
- Destruction of property
- Wandering unchaperoned
- Endangering the safety of oneself or others

We expect youth to come and participate in the spirit of the event and have the opportunity to grow in relationship with Christ and others.

It is recommended that all youth sign a code of conduct and each event begins with a review of expectations and rules.

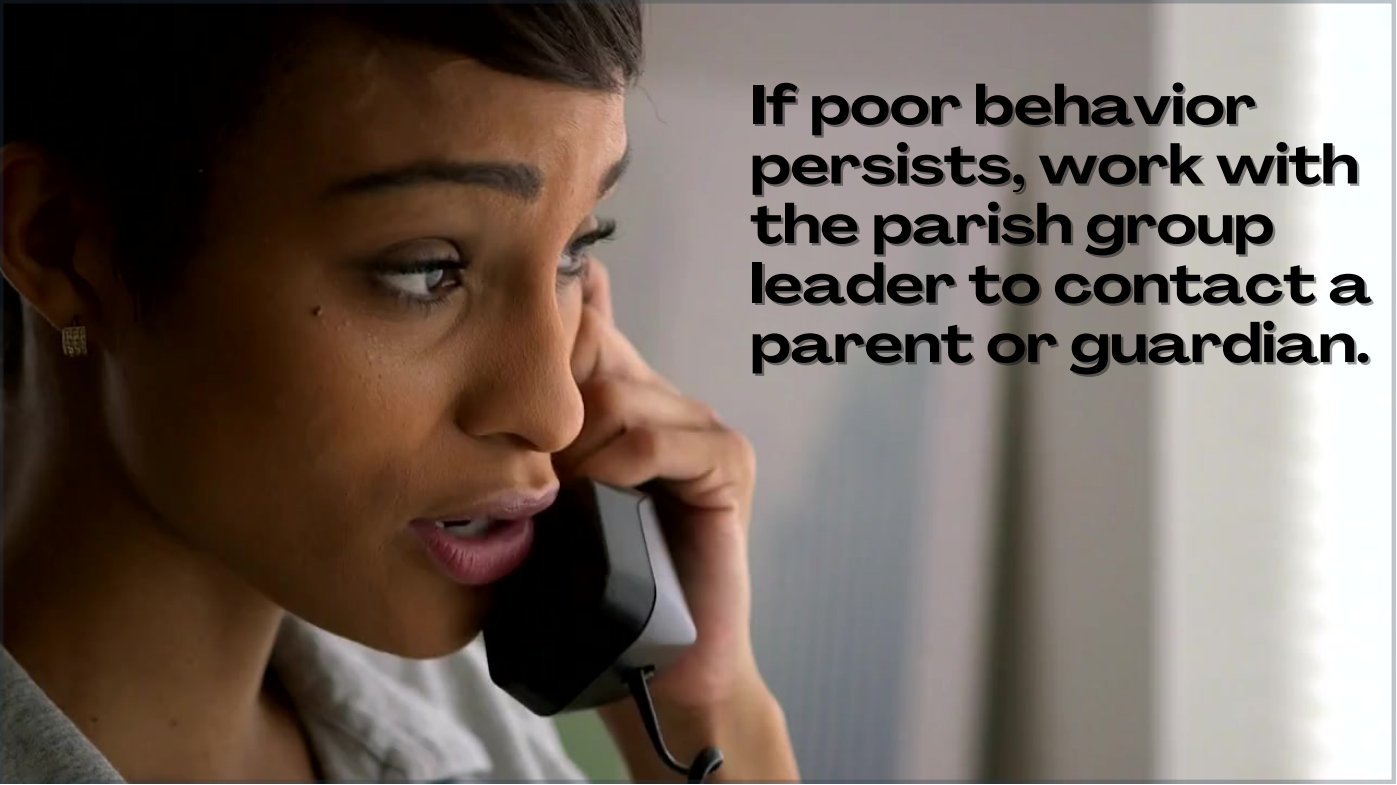
Be on guard for young people (those younger than 18 years of age) being loud, obnoxious, and/or rude. Do not tolerate this behavior.



If poor behavior occurs, follow safe environment guidelines to isolate individual(s) from the rest of the group, provide direct supervision, and notify the parish group leader.



When inappropriate behavior occurs, verbally correct that behavior along with removal from the situation or removal of a device, as appropriate. Immediately notify the youth leader if not present. If the behavior continues, isolate that young person while maintaining safe environment regulations. (2 adults present/public place)

A close-up photograph of a young woman with dark hair and a small earring, looking slightly to the side while holding a black telephone receiver to her ear. The background is blurred, showing what appears to be a window with blinds.

If poor behavior persists, work with the parish group leader to contact a parent or guardian.

If the call to a parent is ineffective and behavior persists, notify the parent/guardian that immediate pick up is required. If you are out of town, arrangements are to be made at the expense of the family. As a follow up, a conference should take place between the youth leader, pastor, parent and young person. This conference must take place before the young person's participation continues in youth ministry.



Assist in medical emergencies and contact parish group leader immediately.

Leaders should always have a medical release on file.

Other precautions should include:

- providing ample water breaks for physical activity
- Knowing medical histories or special needs
- having a complete first-aid kit
- Having CPR trained individuals on the team

ALWAYS notify parents and write up a report, should any incident occur

Inquire within assigned group about any individual medical needs.



KNOW if your group members are carrying epi pens, insulin kits or any other emergency medical devices

DO NOT

**ALLOW YOUNG PEOPLE
(THOSE YOUNGER THAN
18 YEARS OF AGE) OR
OTHER CHAPERONES TO
LEAVE THE GROUP FOR
UNAUTHORIZED
EXCURSIONS.**

It is NOT ok for young people in your care to travel on excursions independently, even if they are allowed to do so in their daily lives.

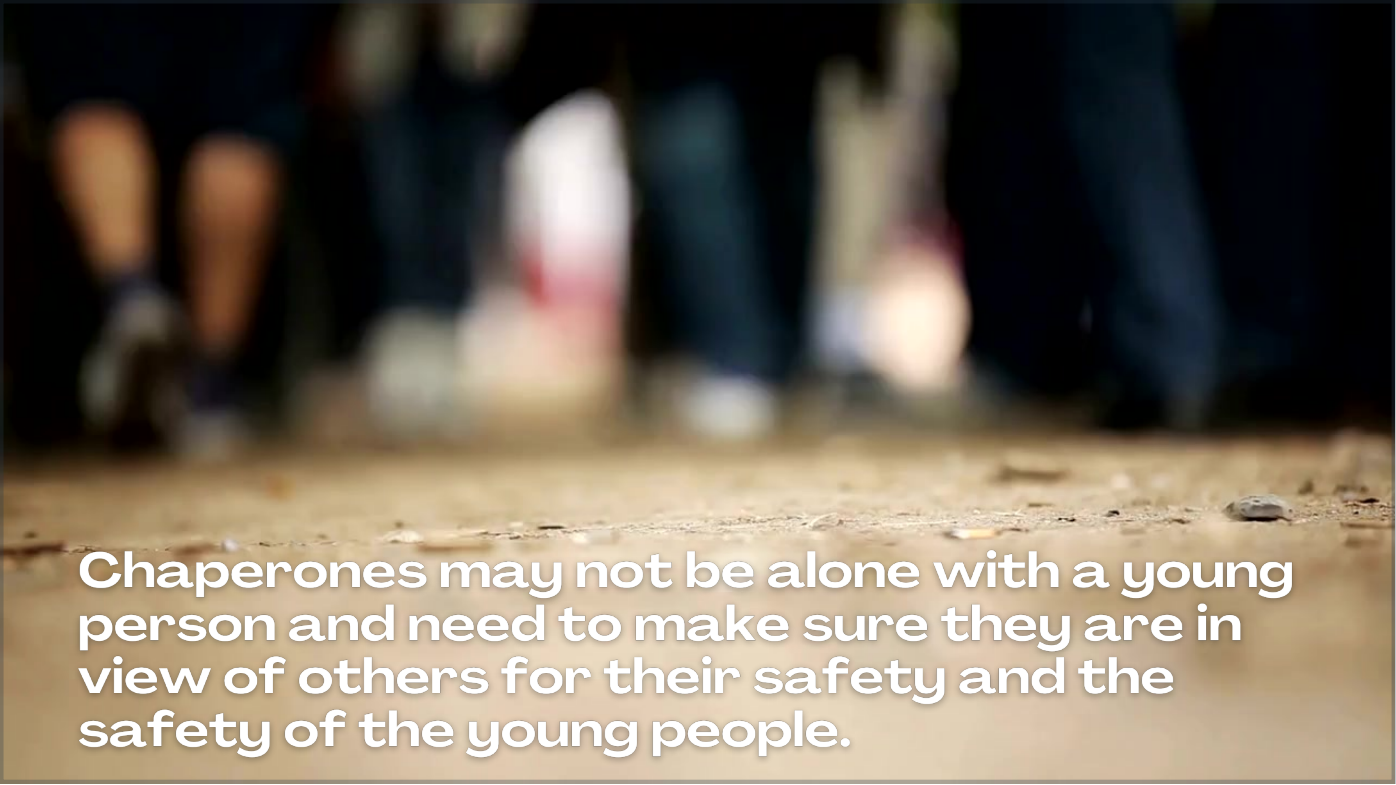


Make sure young people (those younger than 18 years of age) are properly dressed at all times.

MODESTY is important, as is discretion. Do not allow clothing that is inappropriate either due to its lack of coverage or language/message.

Chaperone Behavior Standards

The standards in the proceeding slides are a reminder of the Adult Code of Conduct. Please review each slide and discuss the implications



Chaperones may not be alone with a young person and need to make sure they are in view of others for their safety and the safety of the young people.

Any verbal or nonverbal sexual behavior with any young person is inappropriate and prohibited.





**Chaperones
must refrain
from touching
young people.**

Sexual gestures or overtures a young person makes to an adult or another young person should be reported to the parish group leader.



Chaperones may not appear in front of young people (*those younger than 18 years of age*) unless appropriately clothed.



Chaperones may not change clothes in the same room or in view of young people (*those younger than 18 years of age*).



**Personally
transporting
young people is
not allowed at
any time.**



**Chaperones may
not use derogatory
language when
addressing a young
person.**





All suspicions of child or sexual abuse need to be reported to the parish group leader.



Chaperones need to ensure young people are well fed and stay hydrated.



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Questions?

Contact:

- Office of Safe Environment
- Office of Evangelization & Catechesis
- 585-328-3210