

**YMCA of the USA**  
**Child Abuse Prevention Training**

**Code of Conduct for YMCA Staff and Volunteers**

*The following statement is to make YMCA Members aware of the Code of Conduct that all staff and volunteers are expected to abide by. If for some reason, you feel that one of the rules have been violated, contact Rich Gallagher.*

1. To protect YMCA staff, volunteers, and program members, at no time during a YMCA program may a staff person be alone with a single child where he or she cannot be observed by others. As staff supervise children, they should space themselves in such a way that other staff can see them.
2. Staff shall never leave a child unsupervised.
3. Rest-room supervision: Staff will make sure the rest room is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Staff will stand in the doorway of the rest room while children are using the rest room. This policy allows privacy for the children and protection for the staff (not being alone with a child). If staff is assisting younger children, doors to the facility must remain open. No child, regardless of age, should ever enter a bathroom alone on a field trip or at other off-site location. Always send children in threes (known as the rule of three) and, whenever possible, with staff.
4. Staff should conduct or supervise private activities in pairs—diapering, putting on bathing suits, taking showers, and so on. When this is not feasible, staff should be positioned so that they are visible to others.
5. Staff shall not abuse children in any way, including
  - physical abuse—striking, spanking, shaking, slapping; and so on;
  - verbal abuse—humiliating, degrading, threatening; and so on;
  - sexual abuse—touching or speaking inappropriately;
  - mental abuse—shaming, withholding kindness, being cruel, and so on; or
  - neglect—withholding food, water, or basic care.No type of abuse will be tolerated and may be cause for immediate dismissal.
6. Staff must use positive techniques of guidance, including redirection, positive reinforcement, and encouragement rather than competition, comparison, and criticism. Staff will have age- appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in predetermined situations (when necessary to protect the child or other children from harm), administered only in a prescribed manner, and must be documented in writing.
7. Staff will conduct a health check of each child upon his or her arrival each time the program meets, noting any fever, bumps, bruises, burns, and so on. Questions or comments will be addressed to the parent or child in a non threatening way. Staff will document any questionable marks or responses.
8. Staff will respond to children with respect and consideration and treat all children equally regardless of sex, race, religion, culture, economic level of the family, or disability.
9. Staff will respect children's rights to not be touched or looked at in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched on areas of their bodies that would be covered by a bathing suit.
10. Staff will refrain from intimate displays of affection toward others in the presence of children, parents, and staff.
11. Staff is not to transport children in their own vehicles or allow youth participants old enough to drive to transport younger children in the program. If this is necessary in an emergency, there will be two staff members present.
12. Staff must appear clean, neat, and appropriately attired.
13. Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited.
14. Smoking or use of tobacco in the presence of children or parents during working hours is prohibited.
15. Possession or use of any type of weapon or explosive device is prohibited.
16. Using YMCA computers to access pornographic sites, send e-mails with sexual overtones or otherwise inappropriate messages, or develop online relationships is not allowed.
17. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment in the presence of children, parents, volunteers, or other staff is prohibited.
18. Staff may not be alone with children they meet in YMCA programs outside the YMCA. This includes babysitting, sleepovers, driving or riding in cars, and inviting children to their homes. Any exceptions require a written explanation before the fact and are subject to prior administrator approval.
19. Staff must be free of physical and psychological conditions that might adversely affect the children's physical or mental health. If in doubt, an expert should be consulted.
20. Staff will portray a positive role model for youth by maintaining an attitude of loyalty, patience, courtesy, tact, and maturity.
21. Staff should not give excessive gifts (e.g., TV, video games, jewelry) to youth.
22. Staff may not date program participants who are under the age of 18.
23. Under no circumstances should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent authorization on file with the YMCA).
24. Staff is to report to a supervisor any other staff or volunteer who violates any of the policies listed in this Code of Conduct.
25. Staff is required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend trainings on the subject, as instructed by a supervisor.
26. Staff will act in a caring, honest, respectful, and responsible manner consistent with the mission of the YMCA.

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**MOULTRIE YMCA  
YOUTH PROGRAM REGISTRATION FORM**

CHILD'S NAME \_\_\_\_\_ AGE \_\_\_\_\_ DOB \_\_\_\_\_

PARENT/GUARDIAN NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ Zip \_\_\_\_\_ Ethnicity:  Caucasian  African-American  Hispanic  Other: \_\_\_\_\_

PHONE \_\_\_\_\_ Cell \_\_\_\_\_ Parent Email \_\_\_\_\_

**YOUNG MEN'S CHRISTIAN ASSOCIATION OF MOULTRIE GEORGIA, INC.,  
RELEASE/WAIVER FOR YMCA YOUTH**

I the undersigned parent/guardianship of the above said minor, give permission for the minor to participate in all YMCA programs. If the minor is enrolled in a designated program, the parent/guardian deems that the minor is physically able and mentally prepared to participate in the activity.

In consideration of said minor being permitted to enter any facility of YOUNG MEN'S CHRISTIAN ASSOCIATION OF MOULTRIE GEORGIA, INC. (the "YMCA") for observation, use of facilities and /or equipment, or to participate in any program, I (as parent, guardian, coach, aid, spectator or participant) hereby:

1. Release the YMCA, its directors, officers, employees, agents and volunteers (collectedly "Releasees:") from all liability to me or to my minor child or ward named above for any loss or damage to property or injury or death to person, whether caused by Releasees or otherwise and while such minor is in or near the YMCA facilities or participating in YMCA activities at other locations.
2. I covenant not to sue Releasees for any loss, damage, injury or death suffered by the above named minor and I will indemnify and hold harmless Releasees and each of them from any loss, liability, damage or cost they may incur due to said minor's presence in, upon or near YMCA's facilities, whether caused by the negligence of Releasees or otherwise.
3. I assume all responsibility for, and risk of, bodily injury, death or property damage due to the negligence of Releasees.
4. I am fully aware of and appreciate the risks, including the risk of catastrophic injury, paralysis, and even death, as well as other damages and losses associated with participation in gymnastics activities and events.
5. I am fully aware of and appreciate the risks, including the risk of catastrophic injury, paralysis, and even death, as well as other damages and losses associated with participation in YMCA activities and events.
6. I do hereby authorize the YMCA as agent for the undersigned, to consent with respect to said minor, to any X-ray examination, anesthetic, medical, dental or surgical diagnosis or treatment, and hospital care which is deemed advisable by, and is to be rendered under general or special supervision of, any physician and surgeon licensed in the State of Georgia and any hospital, whether such diagnosis or treatment is rendered at the office of the physician or at the hospital. I understand that the YMCA is not responsible for costs incurred for medical care.
7. I verify that lifting weights poses inherent risks to my child, including damage to bones, joints, muscles, ligaments, and tendons. I release the Moultrie YMCA, its employees and governing bodies from all liability of damage to my child. My child has agreed to abide by the YMCA Wellness Center/Weight Room Policies and procedures.
8. I give the Moultrie YMCA permission to take pictures of my child in his /her daily activities associated with the Moultrie YMCA and use them in publications such as but not limited to: The Moultrie Observer, Facebook, Newsletter and flyers.

I intend this document to be as broad and inclusive as is permitted by the law of the State of Georgia: If any portion hereof is held invalid, I agree the balance shall continue in full force and effect.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**(This release/waiver is good from January 1, 2018 to December 31, 2018)**