

# SIMPCW YOUTH GROUP



2016/2017

HANDBOOK

This document will provide the Youth and Parents with specific rules and conduct for the Youth Group Program, along with participation expectations

---

# Youth Group

## HANDBOOK

### INTRODUCTION

Welcome to the Simpcw Youth Program! The Youth Program operates year-round providing our Youth with events get-togethers, activities and outings. As well we offer workshops, and support. We are excited to have you as a participant of the program and look forward to creating memories and exciting adventures with you all in the future!

The Youth Program is involved in the following:

- After School/Homework Program
- Summer Activities
- First Nation Snowboard Team
- Summer Student Employment
- Pre-Employment Training
- Recreational Activities
- Gathering Our Voices
- Fundraising
- Volunteerism

### YOUTH EXPECTATIONS

Expectations for participants of the Youth Program are that you will conduct yourself in an appropriate, respectful and courteous manner at all times. You are a direct reflection of the Simpcw First Nation! Stand tall and proud of who you are and your Culture and Traditions! Set a positive example for the younger Youth, as you are foreshadowing what the future of Simpcw First Nation looks like!

Specifically, you are to:

- Respect, listen to, and cooperate with the participants, youth leader(s) and all adult leaders at all times;
- No Swearing;
- Respect each other. Bullying, intimidation, harassment and later violence **will not be tolerated under any circumstances;**
- Be prompt and on time;
- Dress appropriately
- Active Participation in fundraising
- Be Clean and Hygienic
- **HAVE FUN!**

## **BULLYING ETC.**

*Bullying, intimidation or harassment can take on many forms including but not limited to: slurs, rumors, jokes, innuendo's, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats or other written, oral and/or physical actions. Any and all of these actions will **not be tolerated under any circumstances and dealt with accordingly.***

## **PARENTAL EXPECTATIONS**

Parental involvement is vital to the Youth Group Programs. Not only do Parents attend, and support our Youth, they also provide a volunteerism workforce that carries out essential support in obtaining the goals of our Program. It is also expected of all parents to play an active role in fundraising efforts and to provide rides to participants when needed.

## **PARENTAL CODE OF CONDUCT**

1. Support the program by volunteering to assist in the program some way.
2. Be your child's best fan and support him/her unconditionally.
3. Always acknowledge your child's effort.
4. Encourage direct communication, encouraging your child to speak directly to program coordinators/leaders when in need or unable to attend functions. Social Media is not an appropriate avenue to discuss concerns, or issues. This goes for Parents or Guardians too.
5. Monitor your child's stress levels at home. Ask questions to determine if your child is having difficulties in his/her life. When help is needed, inform program coordinators/leaders to support your child seek out solutions together.
6. Monitor your child's eating and sleeping habits and ensure that he/she is eating well balanced meals and getting adequate amounts of rest.
7. Please keep the Program Coordinator's/Leaders informed of your child's medical status/medication needs.
8. Make program leader aware of other reliable responsible alternative emergency contacts.
9. Provide rides when needed;
10. HAVE FUN

## **YOUTH DRESS CODE**

Youth Group Participants are expected to adhere to standards of cleanliness and dress in an appropriate manner that is generally acceptable to the community.

Youth Group Participants **will not:**

1. Wear clothing, insignias, symbols or adornments which may promote the use of controlled substances, including but not limited to drugs, alcohol or tobacco;
2. Wear clothing which features offensive or vulgar words, pictures or drawings;
3. Wear clothing which features phrases/pictures of sexual nature or that are derogatory in nature;
4. Wear clothing which depicts or advocates violence or disruption;
5. Wear short shorts or short skirts. Shorts or skirts must be mid-thigh length.
6. Wear hats or hoodies in buildings other than that for religious reasons.
7. Wear midriff baring or cleavage bearing tops.

---

## YOUTH CODE OF CONDUCT

Youth Group Participants are expected to comply with the following:

- Will not possess weapons of any kind;
- Will not purchase, possess, consume or distribute alcohol or illegal substances;
- Will not engage in illegal activities;
- Will maintain good standing in school grades;
- Will refrain from inappropriate touching and inappropriate behavior;
- Will respect others personal property;
- Will refrain from actions that could result in injury and/or damage to property;
- Will not leave the supervisory presence of the Youth Coordinator/Leaders without permission. (doing so may jeopardize the safety of yourself and/or others);
- Will actively participate in planned activities assist willingly when requested;
- Will respect the Environment and Mother Earth;
- Will respect themselves and others;
- Will follow the Youth Expectations of this Handbook.

## YOUTH CODE OF CONDUCT/EXPECTATIONS NON-COMPLIANCE

If a Youth Group Participant is found to be non-compliant or has been found in Breach of the Youth Code of Conduct or the Youth Expectations the participant can be removed from the activity or the program all together at the discretion of the Youth and Family Development Worker and Cultural Coordinator.

## YOUTH GROUP PARTICIPANT DOCUMENTS

All participants of the Youth Group will be required to complete all required documentation and have it handed in prior to attending any Youth Group Activities. The following documents are required for participation of the Youth Group Program

- Registration Form
- Medical Form
- Code of Conduct
- Permission Waiver/ Release Form
- Photo Release Form

## PARENTAL CONCERN

All Parents of Youth Group Participants will be required to sign the following:

- Parental Expectations and Code of Conduct Acknowledgement Form

## PROGRAM BELIEFS

The Youth Group Program has aligned its beliefs to that of the Secwepemc Beliefs for Good Living. We feel the beliefs provide a good basis for honoring one's self, family and community.

### Secwepemc Beliefs for Good Living

Me7 tsqwelstéc re tqelt kúkwpi7  
Be close to the spirit

Me7 xyemstwécw-kp  
Respect one another

Me7 knucwentwécw-kp  
Help one another

Me7 nucwnucwtsín-k  
Be honest

Lé7es k swe7éc-emp  
Do what is right

Me7 yegwyúwt-k éll me7 yeqwyúwt ke7 p'úsmen.  
Keep healthy and strong in body and mind

Me7 xyemstéc xwexeyt re stem ne7élye ne tmicw éll xwexwéyt stem  
ne7élye ne timicw te w7éc.  
Have reverence for the earth and all of life

Me7 tsexemstéc te7 syecwmenstsút, éll ta7 me7 stsúnc k swet re  
syecwmintst.  
Know how to take care of yourself, and do not depend on anybody  
else

Me7élkstmenc re7 s7élkst re sle7s xwexwéyt re swet.  
Do your share of work for the good of all

Me7 yecwmentwéc-kt; ta7 ke swet mes t'ícwells  
Care for the good for the good for all; cooperate.



# Simpcw Health Program Simpcw Youth Group

*Cwelewélt-Kucw te gélmiéw - We Are Healthy People*

## YOUTH GROUP REGISTRATION FORM

\_\_\_\_\_  
Youth Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Province & Postal Code

\_\_\_\_\_  
Province & Postal Code

\_\_\_\_\_  
Alternative Contact

\_\_\_\_\_  
Alternative Contact

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Cell Phone



## **SimpCW Health Program** **SimpCW Youth Group**

*Cwelewélt-Kucw te gélmiéw - We Are Healthy People*

### **All Youth Group Participants are expected to follow the YOUTH EXPECTATIONS**

Expectations for participants of the Youth Program are that you will conduct yourself in an appropriate, respectful and courteous manner at all times. You are a direct reflection of the Simpcw First Nation! Stand tall and proud of who you are and your Culture and Traditions! Set a positive example for the younger Youth, as you are foreshadowing what the future of Simpcw First Nation looks like!

These expectations are as follows:

- Respect, listen to, and cooperate with the participants, youth leader(s) and all adult leaders at all times;
- No Swearing;
- Respect each other. Bullying, intimidation, harassment and later violence **will not be tolerated under any circumstances**;
- Be prompt and on time;
- Maintain Good School Grades and Attendance;
- Dress appropriately
- Active Participation in fundraising
- Be Clean and Hygienic
- Follow the Dress Code
- **HAVE FUN!**

I understand the guidelines of the Youth Expectations outlined. Should I not follow the expectations set out for the Youth Group, I understand I may be removed from the program.

---

**Youth Signature**

---

**Date**



# SimpCW Health Program

## SimpCW Youth Group

*Cwelewiit-Kucw te qilmicw - We Are Healthy People*

### FIELD TRIP MEDICAL FORM

Child's Name _____	Date of Birth _____	M F Gender
Parent's/Guardian Name _____	Parent's/Guardian Name _____	
( ) _____ Home	( ) _____ Home	
( ) _____ Cell	( ) _____ Cell	
Address _____	Address _____	
City, Province & Postal Code _____	City, Province & Postal Code _____	

#### ALTERNATIVE EMERGENCY CONTACTS

Primary Emergency Contact _____	Secondary Emergency Contact _____
( ) _____ Home	( ) _____ Home
( ) _____ Cell	( ) _____ Cell
Address _____	Address _____
City, Province & Postal Code _____	City, Province & Postal Code _____

#### MEDICAL INFORMATION

Care Card Number _____	Status Card Number _____
Physician's Name _____	Phone Number _____

Allergies and/or Special Health Considerations \_\_\_\_\_

Has the youth had a previous injury that would require special first aid treatment should a repeat injury occur?  
Explain: \_\_\_\_\_

Does your child need or take medication? If so, please fill out the Medication Administration Waiver (attached).

I authorize all medical treatment and/or hospital procedures as may be performed or prescribed by the attending physician and/or paramedics for my child and waive my right to informed consent of treatment. This waiver applies only in the event that neither parent/guardian can be reached in the case of an emergency.

\_\_\_\_\_





# SimpCW Health Program

## SimpCW Youth Group

*Cwelewiłt-Kucw te qilmicw - We Are Healthy People*

### MEDICAL ADMINISTRATION WAIVER FORM

Parent's/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

**MEDICATION ADMINISTRATION WAIVER FORM**

**Please fill out form if your child takes any medication or might need to be administered medication. All Medication MUST be in the original packaging.**

I, \_\_\_\_\_ hereby give consent to the Youth Coordinator  
Parent/Guardian Name

and/or Supervisor(s) to administer medication to my child as per the instructions below:

Name of Medication: \_\_\_\_\_

Used for: \_\_\_\_\_

Quantity: \_\_\_\_\_

Times: \_\_\_\_\_

In addition, my child may be administered medication in the event of fever, allergic reactions (insect bites, stings and/or food).

Parent's/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

**\*\*\*\*\*PLEASE NOTE THAT THE SUMMER PROGRAM WILL BE TAKING A PHOTO OF THE CHILDS IN CASE OF AN EMERGENCY AND FOR SUMMER REPORTS\*\*\*\*\***

**Please fill out Photo Consent form**

**Parents are welcome to attend all of the Summer activities. If your child does not reach the age limit, they can still attend with supervision from an adult or responsible youth age 16+, including overnight trips.**



## Simpcw Health Program

### Simpcw Youth Group

*Cwilewilt-Kucw te qilmicw - We Are Healthy People*

#### YOUTH CODE OF CONDUCT FORM

The Code of Conduct is intended to encourage acceptable behaviour in order to establish and maintain a safe, respectful and caring environment. This code will clarify expectations for behaviour while engaging in activities planned for the Youth Group. The Code of Conduct prohibits discrimination on the basis of an individual's or a group's race, colour, ancestry, place of origin, religion, family status, physical or mental disability, sex or sexual orientation.

- 1) Acceptable conduct the youth are expected to follow:
  - a) Respect themselves, others, and property; keep Mother Earth clean and pick up after themselves.
  - b) Engage in purposeful activities and set high standards for personal achievement.
  - c) Show consideration for diversity: the thoughts, feelings, and heritage of others.
  - d) Use electronic systems in a respectful, responsible, and ethical manner.
  - e) Conduct themselves in a polite, respectful, and co-operative manner.
  
- 2) Unacceptable conduct includes but is not limited to the following (zero tolerance in effect):
  - a) Engage in behaviours that interfere with the learning of others.
  - b) Engage in behaviours that create unsafe conditions.
  - c) Bully, harass or intimidate others.
  - d) Engage in physical violence.
  - e) Retaliate against a person who has reported incidents.
  - f) Possess, use, or distribute illegal or restricted substances (drugs, alcohol, tobacco).
  - g) Possess or use weapons.
  - h) Damage property.
  - i) Leaving the group and/or area without permission.

Youth who contravene this Code of Conduct will be subject to the zero tolerance rule and will be sent home immediately at the parent's and/or guardian's expense or responsibility. Youth are asked to act in a manner that is appropriate and to remember they are a representative of the Simpcw community and should practice common sense.

This program is intended to offer a variety of experiences for the youth in a safe environment. If any of the rules are violated, the Youth Coordinator and/or supervisors will provide progressive discipline, reflective of the age and maturity of the student, any special needs, and the severity and frequency of the unacceptable conduct. The discipline will be fair, consistent, and meaningful, for the purpose of making restitution and enhancing youth responsibility and self-discipline.

Special considerations may apply to youth with special needs if these youth are unable to comply with a Code of Conduct due to having a disability of an intellectual, physical, sensory, emotional or behavioural nature. The Youth Coordinator will take all reasonable steps to prevent retaliation by a person against a youth who has made a complaint of a breach of a Code of Conduct. The Youth Coordinator will notify parents, Health Board, and other agencies as deemed appropriate for any particular incident.

\_\_\_\_\_  
Youth Name

\_\_\_\_\_  
Youth Signature

\_\_\_\_\_  
Date



## SimpCW Health Program SimpCW Youth Group

*Cwelewilt-Knew te qilmicw - We Are Healthy People*

### PERMISSION WAIVER/RELEASE FORM

The following statement must be signed by the parent/guardian for youth participating in Field Trips:  
I am aware and understand that participation in the Field Trip may involve certain risks, depending on the planned activity. For International travel, I have been informed that the Field Trip may become a dangerous activity due to global unrest. Further I agree that there may be other risks not known to me or not reasonably foreseeable at this time. I release and agree to indemnify and hold harmless the Simpcw First Nation, its employees and agents ("the Releasees"). From any loss, claim, or demand for any and all negligence arising as a result of the Student's/Youth's/Child's involvement or participation in the Field Trip except where such negligence is caused by the Releasees. I understand and accept that the Simpcw First Nation and its employees and agents may at any time cancel the Field Trip for appropriate reasons including travel advisories indicating travel is unsafe or the destination is unsafe. Accordingly, I agree to waive any and all claims against the Simpcw First Nation, its employees and agents for any monetary loss arising from the cancellation of the Field Trip. I understand that during the Field Trip the youth may incur additional unforeseen financial expenses required for reasons of safety and I agree to waive and reimburse for any and all claims against the Simpcw First Nation, its employees and agents for any such expenses that are reasonably required. Both my son/daughter and I understand that Policy 600.2 "Student Discipline" applies on all field trips. The use of alcohol or drugs and or inappropriate student conduct may result in suspension from program. Youth engaging in these behaviours are liable to be sent home at their families' expense.

I have read and am informed about the proposed field trip to on \_\_\_\_\_, I request that my child \_\_\_\_\_ participate in this trip. I, the undersigned parent or guardian of the above named student, request that my son/daughter be allowed to participate in the trip.

**Note any medical conditions or medication the staff or supervisors should be aware of:** \_\_\_\_\_

Please supply the Youth Coordinator with: Family Physician, Care Card Number and Emergency Numbers if they are not already on file.

Parent/Guardian Signature \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell: \_\_\_\_\_



## Simpchw Health Program

### Simpchw Youth Group

*Cwēlewilt-Kwēw zē qēlmīew - We Are Healthy People*

#### Permission to Use Photograph(s)

I grant to the Simpcw Health Program, its representatives and employees the right to take photographs of me and/or my minor child or children listed below. I authorize the Simpcw Health Program to copyright, use and publish the same in print and/or electronically.

I agree that the Simpcw Health Program may use such photographs of me and/or my child or children with or without my name or for any lawful purpose, including for example such purposes as publicity, reporting, illustration, advertising, and Web content (social media).

I further acknowledge that participation is voluntary and that neither I, nor the minor child, or minor children will receive financial compensation of any type associated with taking or publication of these photographs or participation in company reporting or publications.

I hereby release and hold harmless the Simpcw Health Program, its representatives, and its employees from any reasonable expectation of privacy or confidentiality associated with the photographs of me and/or my minor child or children.

Furthermore, I attest that I am the parent or legal guardian of the child or children listed below and that I have full authority to consent and authorize the Simpcw Health Program to use their likeness and names.

#### Authorization

Printed Name: \_\_\_\_\_

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

#### Names and Ages of Minor Children

Printed Name: \_\_\_\_\_ Age: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Age: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Age: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Age: \_\_\_\_\_



# Simpcw Health Program

## Simpcw Youth Group

*Cwelewilt-Kucw ze qilmicw - We Are Healthy People*

### PARENT EXPECTAITONS/CODE OF CONDUCT

### ACKNOWLEDGEMENT FORM

As a parent/guardian of \_\_\_\_\_, I \_\_\_\_\_ will abide by the noted Expectations and Code of Conduct as listed below:

- Support the program by volunteering to assist in the program some way.
- Be your child's best fan and support him/her unconditionally.
- Always acknowledge your child's effort.
- Encourage direct communication, encouraging your child to speak directly to program coordinators/leaders when in need or unable to attend functions. Social Media is not an appropriate avenue to discuss concerns, or issues. This goes for Parents or Guardians too.
- Monitor your child's stress levels at home. Ask questions to determine if your child is having difficulties in his/her life. When help is needed, inform program coordinators/leaders to support your child seek out solutions together.
- Monitor your child's eating and sleeping habits and ensure that he/she is eating well balanced meals and getting adequate amounts of rest.
- Please keep the Program Coordinator's/Leaders informed of your child's medical status/medication needs.
- Make the program Coordinator/Leader(s) aware of other reliable responsible alternative emergency contacts.
- Provide rides when needed;
- HAVE FUN with us!

Should I \_\_\_\_\_ fail to abide by the above noted expectations and conduct, I acknowledge that my child's participation may be suspended and/ or removed from the program.

---

Parent/Guardian Signature

Date