

Form 3 – ANNUAL BEHAVIOR AND APPEARANCE AGREEMENT

Catholic Diocese of Belleville and/or Parish of _____

Abuse, Neglect, and Exploitation

- Every precaution must be exercised by all adults and youth so that no actions, verbal, electronic or written communication, facial expression, or touch have the potential for being interpreted as acts of abuse, neglect, exploitation, sexual advances, or any other inappropriate behavior.
- Youth should report such suspected, witnessed, or experienced behavior committed by adults or other youth to a parent and/or trusted adult (especially the youth minister or pastor).
- Illinois State law mandates adult persons who work with minors to report suspected or reported cases of child abuse, neglect or exploitation. Adults should report these suspicions to the parish youth minister and the pastor who will assist them in contacting the appropriate law enforcement or state government agency. If a pastor is believed to be the perpetrator, the reporting party should contact the diocesan offices and ask to be directed to the appropriate official. Confidentiality is not binding in cases of abuse, neglect or exploitation told to an adult. Reporting cannot be delegated. **Failure to report abuse, neglect or exploitation of a minor is a crime punishable by law.**

Behavior Guidelines for Adults and Youth

- Each event is to be monitored and maintained so as to ensure as a first priority, the safety and health of each youth and adult who participates.
- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.
- Follow all explicit and implicit diocesan, parish, event specific or state rules/laws.
- Participate in all activities with a positive attitude to the best of your ability. Sitting out from an activity requires a good reason and permission from a chaperone.
- Neither adults nor youth may possess or be under the influence of alcohol, tobacco products (including e-cigarettes) or illegal substances, during any youth event on or off church property.
- Neither adults nor youth may possess weapons of any kind, pornography or any sexually suggestive materials, or any other illegal or inappropriate items (use common sense).
- During any youth event on or off church property, neither adults nor youth may engage in, encourage, condone or ignore: practical jokes, pranks, hazing, profanity, lewd, obviously offensive or sexually suggestive language, behavior a reasonable person should know could result in harm to themselves or someone else, behavior that could constitute physical or verbal abuse, neglect, exploitation, bullying, name calling, harassment, intimidation, embarrassment, humiliation, or fear-provoking for any reason (even if for disciplinary purposes or as a joke).
- Youth may not disappear during any youth event nor leave any youth event without notifying the youth minister or leader in charge and demonstrating that they have parental permission.
- Cell phones and other electronic devices are to be turned off or on silent during the sessions. Please keep calls, texts, social media use and other phone use to a minimum at all other times.
- Valuables should not be brought to the event. Lost or stolen items are not the responsibility of the event staff or the adult chaperones.

Appearance Guidelines

- Use common sense! If you have to wonder if it is appropriate or not, it probably isn't.
- Wear clothing that is allowed at school or church. Undergarments should not be seen.
- Ask yourself, "Am I being modest?" "Would my adult chaperones think this is appropriate?"

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Appropriate Discipline

- Chaperones, as temporary legal guardians of the youth in their care, at times need to correct inappropriate behavior of youth.
- Discipline should always be proportionate and as much as possible be in the spirit of teaching and correction, not punishment—punishment is primarily the responsibility of parents. (e.g. If a child is not a physical threat to themselves or others, physical restraint should not be used.)
- Reasonable cause is sufficient to search youth or their possessions. Only the youth minister, pastor or adult in charge may approve a search. Searches must only take place if two approved chaperones are present. A personal search is to be conducted by a member of the same gender.
- Each participant is legally and financially liable for the removal, defacing, or willful damage to public or private property. Any act of vandalism, destruction of property, or misuse of a facility may be a crime and may be treated as a potential criminal violation.
- The Event Director in collaboration with the parish coordinator has the authority to determine if and when a participant is to be disciplined or sent home for just cause. Any student sent home for violation of this Code will be at the expense of parent or guardian.

Acknowledgement and Agreement

By signing below, I acknowledge that I have read, understand and agree to comply with all the terms and guidelines contained within the Diocese of Belleville **Form 3 – Annual Behavior and Appearance Agreement**. I understand that these guidelines apply to all diocesan and church youth events that take place between the **1st day of August 2026 and the 31st day of August 2027**.

I understand that the youth minister, pastor, or event leader has the authority to add to or expound upon any/all guidelines contained in this document.

I understand that if I am found violating any of these policies, I assume all liability and responsibility and may be requested to relinquish my duties and/or discontinue my participation.

YOUTH/FAMILY PARTICIPANTS and PARENT/LEGAL GUARDIAN

_____	_____	_____
Youth Signature	Printed Name	Date
_____	_____	_____
Youth Signature	Printed Name	Date
_____	_____	_____
Youth Signature	Printed Name	Date
_____	_____	_____
Youth Signature	Printed Name	Date
_____	_____	_____
Youth Signature	Printed Name	Date
_____	_____	_____
Parent or Legal Guardian Signature	Printed Name	Date

CHAPERONE or ADULT PARTICIPANT

_____	_____	_____
Adult /Chaperone Signature	Printed Name	Date