



PACK 12 SHANGHAI CUB SCOUTS ROSTER FORM

**CUB SCOUTS IS A VOLUNTEER RUN ORGANIZATION.
PARENTS ARE REQUIRED TO VOLUNTEER TO HELP RUN THE PROGRAM.**

Cub's name: _____ **Date of Birth:** Y _____ M _____ D _____

Check one: New Scout Renewal

If returning, please provide name of most recent den leader/den number: _____

For 2018-19, my son will be a: Tiger Wolf Bear Webelos I Webelos II

Contact info:

School: _____ Grade as of Fall 2018 (US equivalent): _____

Nationality: _____

Dad's Name: _____ Mobile _____ Email: _____

Mom's Name: _____ Mobile _____ Email: _____

Address: _____ Home Phone: _____

For Internal Use:

- BSA Application (if needed)
- Roster Form
- Parent Volunteer Form
- Informed Consent and Release Agreement
- Annual Health and Medical Record (if needed)
- Adult Code of Conduct for Working with YCIS Students (Community Partners)
- Fee (1,600 RMB)

Received by: _____ (Print Name)



PACK 12 SHANGHAI CUB SCOUTS PARENT VOLUNTEER FORM

CUB SCOUTS IS A VOLUNTEER RUN ORGANIZATION.

PARENTS ARE REQUIRED TO VOLUNTEER TO HELP RUN THE PROGRAM.

Cub Scouts is a non-profit organization run by volunteers. Each parent with a child participating in Cub Scouts has talents and abilities that can benefit the organization as a whole, and make this program an engaging and rich experience for everyone. There are many areas in which to volunteer, and we require the parents of every participating Cub Scout to select an event or position where they will lend their support. Please indicate below in what capacity you will volunteer and we will contact you with further information. The Pack has access to prepared materials designed for easy, successful implementation by parent volunteers.

On behalf of our son, we volunteer to assist the Pack by: **(please select an option for each parent)**

Serving as Den Leader or co-leader for den meetings (dens meet weekly or at the discretion of the leader),

Parent name: _____ Preferred role: _____

Being an active member of the Pack Committee,

Parent name: _____

- | | | | |
|--|---|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Assistant Committee Chair | <input type="checkbox"/> Transportation Coordinator | <input type="checkbox"/> Registrar | <input type="checkbox"/> Secretary |
| <input type="checkbox"/> Sub-Committee Chair | <input type="checkbox"/> Treasurer | <input type="checkbox"/> Pack Trainer | |

Pack activity support

Parent name: _____ I will help with the following:

- | | |
|---|---|
| <input type="checkbox"/> Cub Scout Olympics (September) | <input type="checkbox"/> Blue & Gold Banquet & Arrow of Light Ceremony (February) |
| <input type="checkbox"/> Fall Hike (October) | <input type="checkbox"/> Cub Scout Pack Meeting (March) |
| <input type="checkbox"/> Raingutter Regatta (November) | <input type="checkbox"/> Cub Scout Pack Meeting (April) |
| <input type="checkbox"/> Service Project (December) | <input type="checkbox"/> Cub Scout Pack Meeting (May) |
| <input type="checkbox"/> Pinewood Derby (January) | <input type="checkbox"/> Graduation (June) |
| <input type="checkbox"/> Fundraising (providing homemade baked goods, making/selling popcorn, etc.) | |

Parent name: _____ I will help with the following:

- | | |
|---|---|
| <input type="checkbox"/> Cub Scout Olympics (September) | <input type="checkbox"/> Blue & Gold Banquet & Arrow of Light Ceremony (February) |
| <input type="checkbox"/> Fall Hike (October) | <input type="checkbox"/> Cub Scout Pack Meeting (March) |
| <input type="checkbox"/> Raingutter Regatta (November) | <input type="checkbox"/> Cub Scout Pack Meeting (April) |
| <input type="checkbox"/> Service Project (December) | <input type="checkbox"/> Cub Scout Pack Meeting (May) |
| <input type="checkbox"/> Pinewood Derby (January) | <input type="checkbox"/> Graduation (June) |
| <input type="checkbox"/> Fundraising (providing homemade baked goods, making/selling popcorn, etc.) | |

Cub Scouts cannot function without dedicated and reliable volunteers. Thank you for your support!



PACK 12 SHANGHAI CUB SCOUTS INFORMED CONSENT AND RELEASE AGREEMENT

Cub Scout Name* (please print): _____ (*or Adult Volunteer)

Parent / Guardian name (please print): _____

Informed Consent and Hold Harmless / Release Agreement

I understand that participation in Pack 12 activities involves a certain degree of risk. I have carefully considered the risk involved and have given consent for myself and/or my child to participate in these activities. I understand that participation in these activities is entirely voluntary and requires participants to abide by applicable rules and standards of conduct. I release the Boy Scouts of America, the Far East Council, the Charter Organization, the Pack 12 Committee and activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

I approve the sharing of the information on the Annual Health and Medical Record with BSA volunteers and professionals who need to know of medical situations that might require special consideration for the safe conducting of Scouting and Troop activities.

In case of an emergency involving my child, or me, I understand that every effort will be made to contact the individual listed as the emergency contact person. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the Pack 12 adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose to the Pack 12 adult in charge examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up, and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

Indemnification

The undersigned parent or guardian further agrees to completely indemnify the Boy Scouts of America Pack 12 Shanghai and the Charter Organization for any expenses or liabilities incurred as a result of any injury or other loss to the Cub Scout including, without restricting the generality of the forgoing, the costs of emergency services. The undersigned hereby grants this release on behalf of the Cub Scout and in his or her own behalf. The undersigned further represents that he/she has read and understands this Informed Consent and Release Form and has full authority to execute this release.

Website and Photographs

Pack 12 Shanghai will be developing a general public access website that highlights the activities of the Pack, will list events and activities, and in general, serves as a public relations medium for the Pack. The website includes photographs of Pack 12 Cub Scouts, leaders, and volunteers engaged in Troop activities and events. Images and video of Pack activities may also be shared on the website / social media platforms of our Charter Organization.

I hereby assign and grant to Pack 12, the local council, and the Boy Scouts of America, the right and permission to use and publish the photographs, film, videotapes, electronic representations and/or sound recordings made of me or my child by the Boy Scouts of America, and I hereby release the Boy Scouts of America from any and all liability from such use and publication.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs, film, videotapes, electronic representations and/or sound recordings without limitation at the discretion of the Boy Scouts of America, and I specifically waive any right to any compensation I may have for any of the foregoing.

Parent/Guardian Signature _____ Date _____



Adult Code of Conduct for Working with YCIS Students (Community Partners)

GENERAL CONDUCT

Yew Chung International School of Shanghai (YCIS) requires that all adults on campus or working with students off campus engage in safe, supportive, and respectful interactions with students at all times. The following code of conduct outlines appropriate and required expectations for physical contact, verbal interactions, electronic communication, and overall general conduct:

Adults will:

- Treat every student with respect and engage in only safe and supportive interactions that promote students' social, emotional, physical, and academic development;
- Ensure that whenever possible, there is more than one adult present during all activities and contact with students, and if this is not possible, that you are within sight and/or hearing of other adults (e.g. window and door blinds in rooms to be kept open);
- Comply strictly with the school's student protection reporting procedures noted below;
- Cooperate fully with any internal or external investigation of misconduct or abuse of students with full disclosure of all facts and knowledge of the particular situation;
- Be close to where others are working. If a student specifically asks for, or needs some private time with you, ensure other adults know where you and the student are and that there is a window and/or clear visibility to others from the room or space you are using when working alone with a student;
- Encourage students and adults to feel comfortable and caring enough to bring forward or report attitudes or behaviour from others that they find unacceptable, threatening, or disrespectful;
- Exercise special caution when discussing sensitive issues with students, parents, or others.

Adults will not:

- Patronise or treat students, staff, parents, or anyone else as if they or their concerns are trivial or inconsequential;

- Allow any allegation relating to the safety, security, and the welfare of others to go unreported;
- Provide students with their personal contact information (mobile number);
- Meet with students outside of sanctioned and approved YCIS activities;
- Act or speak in any way that may be perceived as threatening, inappropriate, or intrusive;
- Make any inappropriate or untrue promises to students or parents, particularly in relation to issues requiring confidentiality;
- Form or share any conclusions about others or incidents without checking facts;
- Either exaggerate or trivialise any issue relating to physical, sexual, verbal, or emotional abuse;
- Rely on their reputation or that of the organisation to protect them in the event of allegations of negligent or abusive behavior;
- Engage in any form of harassment, bullying, or inappropriate discipline;
- Give any individual gifts to a student without informing their parents.

PHYSICAL BEHAVIOUR

The following are examples of appropriate and inappropriate physical behavior:

Appropriate physical behavior includes contact that maintains mutual physical boundaries at all times and only consists of public and non-sexual touches, such as:

- Pats on the back, shoulder or touch on the elbow
- Student-initiated hugs (side hugs most appropriate, not frontal)
- Holding hands to cross the street safely
- Ensure that their physical interactions with others are professional at all times

Inappropriate physical behavior is any physical interaction on the part of anyone that abuses, exploits, or harasses another person, such as:

- Slapping, shaking, pinching, hitting, punching, pushing, grabbing, kicking, spitting or any behavior that constitutes an assault of any kind
- Intentionally exposing or touching the buttocks, chest, or genitalia of themselves or another person
- Intentionally touching any body parts of another person other than the head, upper back, shoulder, forearm, elbow, or hand
- Any intimate/romantic/inappropriate or sexual contact
- Exposing students to any pornographic or age-inappropriate image material or involving students in any kind of pornographic activity

- Any intentional and/or inappropriate exposure of the adult's personal sexual anatomy to a student or another person for any reason

COMMUNICATION

All communication between adults and students should be clear and should be confined to program activities. The following are examples of appropriate and inappropriate communication:

Appropriate

- Listen to and respect the concerns of all students
- Encouraging and/or providing positive reinforcement consistently and equally for all students in the context of the instructional program
- Only using language that is appropriate and not offensive or discriminatory in any way

Inappropriate

- Any language reflecting uncontrolled anger, profanity, sexual innuendo, or age-inappropriate content
- Any yelling, threatening, ridiculing, or degrading comments
- Making any sarcastic, insensitive, derogatory, racial or sexually suggestive comments or gestures to students or others in front of students, parents, or staff or others
- Conducting or having any kind of romantic or sexual relationship with a child or young person or indulge in any form of sexual contact with a student or under age person

DIGITAL / ONLINE

The School does not allow community partners and visitors to have any contact with YCIS students through social media, digital devices, or any other type of personal online platform or digital communication. Allowing any access to electronic devices or sites that may deliberately expose students or young people to age-inappropriate content is also not acceptable at YCIS.

YCIS Shanghai's Expectations for Reporting of Suspected Child Abuse

As YCIS Shanghai aims to create a safe, secure, and supportive environment for students, it is expected that all teaching staff, non-teaching staff, outsourced staff, service providers, volunteers, and visitors working with children or young people report all suspected cases of child abuse to the Child Protection Officer immediately.

Consequences for knowingly failing to report abuse or neglect or interfering with reporting:

Any YCIS Shanghai teaching staff, non-teaching staff, outsourced staff, service provider, volunteer, or visitor working with children or young people who suspects a child or young person is being abused and/or neglected and either does not report it or prevents someone from reporting it will be subject to discipline. That discipline can include suspension or dismissal of an employee,

discontinuation of contract services, loss of volunteer privileges, and informing local authorities and/or Consulate.

Consequences for offenses with respect to abuse or neglect:

If YCIS Shanghai determines that a teaching staff, non-teaching staff, outsourced staff, service provider, volunteer, or visitor working with children or young people has directly or indirectly participated in any form of abuse or neglect toward or against a child or young person, the individual will face discipline up to and including suspension or dismissal of an employee, termination of a contract or volunteer privileges, and informing local authorities, Police, and/or appropriate Consulate.

- YCIS Shanghai Hongqiao Campus and Gubei Campus Co-Principals
- School Counsellors
- Child Protection Officers

Contact information during normal business hours:

- School Office Telephone Number: +86 21 2226 7666
- hqoffice@sh.ycef.com
- gboffice@sh.ycef.com

In the event of an emergency, please go directly to the campus security office.

***Acknowledgement of
Adult Code of Conduct for Working with YCIS
Students (Community
Partners)***

I understand that as a person working with and/or providing services to students at YCIS Shanghai, I am suitable to be working with children and young people. My signature confirms that I have read and understood the *Adult Code of Conduct for Working with YCIS Students (Community Partners)* document, and that I agree to comply with the standards contained therein. I understand that any action that violates these policies may result in being reported to the appropriate law enforcement authorities and/or other actions as noted in the *Adult Code of Conduct for Working with YCIS Students (Community Partners)*.

