

## **YRUU CON at UUAA, March 2-4, 2012**

### **UUAA Policies/Procedures**

What follows is a list of policies and procedures which The First Unitarian Universalist Congregation of Ann Arbor (UUAA) requires the Heartland District Youth Steering Committee (DYSC) follow for a youth conference (CON). The following policies are in addition to the "Policies of Heartland Young Religious Unitarian Universalists" and "Youth Conference Rules of Conduct and Code of Ethics" already in place through DYSC.

#### **Building and Grounds Policies:**

UUAA has policies included in the "Grounds and Building Policies" and on the "Facilities Rental Application" which need to be adhered to. These documents are included.

#### **Adult to Youth Ratio:**

UUAA values youth and aims to keep them safe through safe congregation policies. As such, UUAA requires an adult to youth ratio of two adults for every eight minors (youth under 18 years). The adults must be at least 25 years old. Additionally, there should always be at least two adults (25+) present with youth at all times. This includes sleeping areas.

#### **Volunteer Background Check:**

In keeping all youth who attend this event safe, UUAA requires that each adult volunteer involved with youth sign UUAA's "Volunteer Code of Conduct", complete and sign UUAA's "Background Check Form" and provide us with a copy of their driver's license. These forms have been made available to the DYSC and can be faxed (734-665-7895, attn: Andrew Weber), e-mailed ([andrew@uuaa.org](mailto:andrew@uuaa.org)) or mailed (Andrew Weber, UUAA; 4001 Ann Arbor-Saline Road; Ann Arbor, MI 48103).

#### **Registration Deadline/Limits:**

In order to get the background checks and planning finalized, UUAA asks that registration for youth and adults end two Sundays before the event, by Feb. 19<sup>th</sup>. All volunteer forms should also be in at this date. To comply with safety and logistics, UUAA limits the number of participants to 125 (youth and adults).