

**PARENT/GUARDIAN CONSENT FORM FOR YOUTH PARTICIPANT  
VIRTUAL PROGRAMMING**

All pages of this form must be completed by all youth participating in virtual activities hosted by Rutgers, The State University of New Jersey. The form should be submitted prior to the event start date. The form has five parts: (1) information about the participant and activity, (2) parental permission and release of liability, (3) emergency contacts, (4) media and communication policy, and (5) code of conduct. *Be sure to complete all sections and sign where requested!*

**Information about the Youth Participant and Activity**

Name of Youth Participant: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Birthdate: \_\_\_\_\_ Grade: \_\_\_\_\_ Age at Time of Participation: \_\_\_\_\_  
 Name of Activity/Event: \_\_\_\_\_  
 Name of Group Sponsoring or Participating in this Event: \_\_\_\_\_  
 Date(s) of Event: \_\_\_\_\_ Time(s) of Event: \_\_\_\_\_

**Parental Permission and Release of Liability**

I hereby give my son/daughter (named above) permission to participate in the event listed ("Program"). Although the event coordinator(s) will use the utmost precaution in guarding the health of the above participant, I hereby RELEASE, WAIVE, AND DISCHARGE Rutgers, The State University of New Jersey and their respective employees, agents, representatives and volunteers from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury that may be sustained by my child, or to any property belonging to me, while participating in the Program. I am fully aware of the risks and potential hazards connected with participating in the Program, including but not limited to, the risk of data mining, phishing, viruses, malware, data breach of online information, cyberbullying, exploitation, victimization, cyber-stalking, online grooming, cyber predators, image replication, and I hereby elect to voluntarily participate in the Program.

Name of Parent or Guardian (please print): \_\_\_\_\_



Signature of Parent or Guardian: \_\_\_\_\_

**Emergency Contacts**

In case of sudden illness or an accident seen on-screen during the activities associated with this virtual program, I authorize the chaperone(s) to take such action as seems appropriate to protect the health and well-being of the above participant. This may include contacting 9-1-1 to send immediate assistance to the address indicated above for emergencies. All efforts will be made to contact the parent(s) or guardian(s) in case of emergency.

Name of Parent/Guardian	Primary Phone Number	Secondary Phone Number	Email Address
Name of Additional Emergency Contact	Primary Phone Number	Secondary Phone Number	Email Address

**Media and Communication Policy**

Rutgers University routinely promotes programs involving minors through various media, including but not limited to newsletters, newspapers, brochures, and displays. In doing so, the names and photos of members may be included to help tell the story.

- Yes, I authorize Rutgers University to use my picture and/or name in program promotions as outlined above.
- No, do not use my individual picture for any purpose. I will make an effort to avoid opportunities to be in group photos.
- No, do not use my name for any purpose.

I understand that this Program is conducted in an online/virtual environment and electronic communications will be necessary. The program coordinator(s) agree that such communications will be focused on topics related to the Program activities, no private communications will occur with youth participants, and a minimum of two (2) program staff will be included on all communications with my son/daughter. If you wish to be included on these communications, please check below and provide a valid email address.

Copy me on all electronic communications with my son/daughter. Email Address: \_\_\_\_\_

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### Program Code of Conduct

The Program has established rules and standards of conduct to ensure the safety and well-being of all participants. These apply to all participants including minors, their parents, program staff and volunteers. It is the responsibility of the parent/legal guardian and the participant to review the Program Code of Conduct.

#### Expectations of Youth Participant

- Conduct myself in a courteous manner and treat members, parents, volunteers, staff, and others with respect.
- Harassment will be not tolerated. Hazing of any kind is prohibited. Cyberbullying is prohibited.
- The inappropriate use of imaging, screenshots, and digital devices is prohibited.
- I agree to follow all reasonable staff, volunteer and guest instructions and raise concerns respectfully.
- Dress appropriately when on video and ensure background is appropriate.
- Appropriate language is expected at all times (including in video, phone and/or group activity forums/chats).
- Participate in the digital environment to the same standard as a physical environment, including participating when called on, listening attentively, and minimizing distractions to others.
- Report inappropriate or illegal online behavior to program coordinators and/or to my parents.
- Violation of any of the above may result in dismissal or corrective action.
- Depending on the violation this may include; (a) verbal warning, (b) contact parent/guardian, (c) participant and parent/guardian sign a corrective action plan, and/or (d) immediate suspension or termination from the Program.

#### The following may result in dismissal from the program:

- Bullying, harassing or using derogatory language towards another person or group of people.
- Being under the influence of alcohol or drugs.
- Repeated absences or failure to meet agreed upon program work requirements.
- Violation of a University code, policy, or regulation.

### PARTICIPANT AGREEMENT

I understand that as a condition for participating in the Program, I must comply with the Program's rules and standards of conduct and follow all reasonable direction of the program staff. Failure to comply may result in disciplinary action including dismissal from the Program and I may be prohibited from attending and participating in this event and future programs at Rutgers University.



\_\_\_\_\_  
**Signature of Event Participant**

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

#### Parent/Legal Guardian Acknowledgements

As the parent/guardian I will support my child's participation by:

- Making arrangements so my child is able to attend and sign-in on time and be prepared; this includes avoiding scheduling appointments during the program so that I can monitor their activity.
- Allowing time at home for my child to complete required assignments or activities.
- Communicating with staff prior to program start time if my child must be absent.
- Not making inappropriate requests of staff that conflict with program guidelines.
- Working together with program staff to resolve issues that arise with my child.
- Reporting illegal or inappropriate online behavior by staff or other program participants to program coordinators.
  - Other University Resources [https://ipo.rutgers.edu/sites/default/files/Reporting\\_POM\\_Incidents.pdf](https://ipo.rutgers.edu/sites/default/files/Reporting_POM_Incidents.pdf)

### PARENT/LEGAL GUARDIAN AGREEMENT

I have received a copy of the rules for this Program and agree to abide by them. I have conveyed this information to the youth participant for which I am responsible. I understand that my child's violation of the rules and standards of conduct or failure to comply with the reasonable direction of Program Staff may result in my child's dismissal from the Program. I accept responsibility for all costs that may be associated with removing my child from the Program. I understand that dismissed participants may not be eligible for a refund of any fees or expenses associated with this activity.

IN SIGNING THIS CONSENT FORM, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducement, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent and I am the parent or guardian of the child participant, and I execute this Consent Form for full, adequate and complete consideration, fully intending to be bound by same.



\_\_\_\_\_  
**Signature of Parent or Guardian**

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

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Other important program specific notes (to be filled out by Program staff if necessary):