

Adult Sponsors (Chaperones) must review and sign this page prior to attending OKSA events indicating that they have read and agree to abide by these guidelines. You must use a real signature; e-signatures cannot be considered valid.

OKSA Event Guidelines

- Sponsors must discuss guidelines with youth prior to the event.
- Sponsor is responsible for supervising and must keep the youth in line-of-sight at all times.
- Sponsor and youth must remain at the event site during the event.
- All youth and sponsors must be active participants in the event and attend all event activities.
- Serve as a role model, display exemplary behavior, and wear proper attire.
- The youth-to-adult sponsor ratio is three-to-one, although a two-to-one ratio may be preferred in individual situations.
- Sponsors of opposite gender must identify nighttime supervision for their youth for overnight events.
- For overnight events, adult sponsors will be responsible for room checks each night, wake up calls in the morning, and checkout by designated time on day of departure if applicable to specific events.
- Adult sponsors should handle all disciplinary, medical, or other situations that arise with the youth you are sponsoring. Please bring telephone numbers and contact information for use in the event arrangements must be made for youth to leave the event for medical or behavioral reasons.
- Remember, we are guests of the site. Please be respectful of the site staff, participants from other groups, and each other. Some examples would be keeping the site clean and speak kindly to others.
- OU is a smoke, drug, and alcohol-free campus; this includes marijuana, even for medical use.
- Notify Event Supervisors, James A. McKenzie (NRCYS) at 918.457.8580 or Jennifer Boyer (DHS) at 405.250.5902 immediately of any injuries, inappropriate behavior, or emergencies.
- **Have FUN!!! Meet as many people as you can and share your experience and knowledge!**

I have reviewed the OKSA Event Guidelines above and agree to follow these guidelines during my time at OKSA Events.

Print Name: _____

Signature: _____ Date: _____

Cell Phone: _____