



VOLUNTEER REGISTRATION PACKET

PLEASE COMPLETE AND BRING TO TRAINING

Dear Children Discovering Nature Volunteers,

Thank you for volunteering with our CDN program!

By attending this training and volunteering to lead nature walks, you are being placed in a position of trust with children.

We take this responsibility very seriously.

The policies contained in this packet are in place to protect the children who participate in our programs, Durango Nature Studies, and you as a volunteer.

Please print this packet, review its contents, fill out or sign accordingly, and bring it with you to training on the first night. By completing all of these forms before the training, we'll have lots more time for fun!

This packet includes:

1. Volunteer Applicant Oath
2. Authorization to Release Information
3. Volunteer Waiver, Release from Liability, and Media Release
4. Participant Protection Policy

Welcome to Durango Nature Studies and thank you once again for volunteering to lead hikes for children in this amazing program!

The Durango Nature Studies Staff

Sally Shuffield, *Community Coordinator*

Becky Gillette, *Program Director*

Allison Pease, *Executive Director*



AUTHORIZATION TO RELEASE INFORMATION

I, _____, give Durango Nature Studies authorization to receive and view all information requested from VolunteerSelect.com or any other appropriate agency or reference for the purpose of establishing that I am suitable to serve in the capacity of a person in trust of a child. The information requested will include, depending upon the county and state of residence:

- Social Security Number Verification
- National Criminal File Search
- County Criminal Search
- Sexual Offender Search

I agree to indemnify and hold harmless the agencies and any of its employees against any liabilities as a result of Durango Nature Studies reviewing this information.

Signature: _____

Date

Please Print Clearly:

Full Name: _____

Physical Street Address: _____

City, State, ZIP: _____

County: _____

Mailing Address: _____

City, State, ZIP: _____

Email: _____

Home Phone: _____

Cell Phone: _____

Emergency Phone: _____

(where can we reach you between 6:00 am – 8:00 am in the event a program is cancelled?)

Date of Birth: _____

Social Security #: _____



**VOLUNTEER WAIVER
RELEASE FROM LIABILITY
& MEDIA RELEASE**

(Please Initial)

___ Volunteer wishes to donate his/her time, effort and services to assist Durango Nature Studies in pursuit of its educational mission. Volunteer is at least 18 years of age.

___ Volunteer recognizes and understands the inherent risks associated with activities associated with outdoor education, including but not limited to the possibility of any injury to person and/or property that Volunteer may suffer because of the unpredictability of nature.

___ Volunteer certifies that that he/she is physically fit, has sufficiently prepared or trained for participation in the activity or event, and has not been advised not to participate by a qualified medical professional. Volunteer certifies that he/she has no health-related reasons or problems that preclude his/her participation in this activity or event.

___ DNS desires to accept the donation of Volunteer's time, effort, and services subject to Volunteer's agreement contained in this Waiver.

AGREEMENT

I hereby waive and release, indemnify, hold harmless and forever discharge Durango Nature Studies and its agents, employees, officers, directors, affiliates, successors and assigns, of and from any and all claims, demands, debts, contracts, expenses, causes of action, lawsuits, damages and liabilities, of every kind and nature, whether known or unknown, in law or equity, that I ever had or may have, arising from or in any way related to my participation in any of the events or activities conducted by, on the premises of, or for the benefit of Durango Nature Studies provided that this waiver of liability does not apply to any acts of gross negligence, or intentional willful or wanton misconduct.

MEDIA RELEASE: For no financial consideration, I hereby authorize Durango Nature Studies to use photographs, video, film, or other images of me in conjunction with my name (or fictitious name) for reproduction at any time, in any medium the organization sees fit for purposes of advertising, display, audiovisual, exhibition, or editorial use.

Volunteer's Signature: _____

Volunteer's Printed Name: _____

Date: _____



PARTICIPANT PROTECTION POLICY

1. All volunteers and staff who have contact with children will:

- Avoid physical and verbal contact with children that could be considered physically or sexually abusive in nature.
- Avoid rough housing, physical play, piggyback rides, etc.
- Avoid being alone with a child or group of children. Whenever possible have another school district representative (chaperone) such as a parent, teaching assistant, or teacher in the presence of all child participants.
- Request that the chaperone provide the necessary assistance if a child needs personal assistance requiring physical contact (trips to the restroom, changing clothes etc.).

2. The staff of Durango Nature Studies will always assure that a chaperone is available and assigned to each walk facilitated by a volunteer.

- Unless an emergency or unforeseen situation occurs (i.e. a chaperone must leave the group temporarily to be present with another child participant), a volunteer will never be the only adult guide for a children's program or nature or snowshoe walk.
- A DNS staff person will rarely be the only adult present for a children's program.
- Every effort will be made to schedule at least one other adult for all children's programs, regardless of whether the program leader is a volunteer or DNS staff person.
- Adult to child ratio for programs should be approximately two adults to fifteen children - maximum. Preferably, the ratio will be two adults to twelve children or less.
- As frequently as possible, DNS staff will observe volunteer conduct with child participants during programs. When necessary and warranted, feedback will be provided to volunteers by observing staff.

3. Upon receiving information about or witnessing an event indicating that a staff person or volunteer may have demonstrated negligent or questionable behavior with a child participant, a staff person or volunteer will:

- Immediately inform the Executive Director of Durango Nature Studies of the name of the volunteer/staff and details of the incident. The Executive Director (with the assistance of other staff, as needed) will determine whether the staff/volunteer is appropriate to continue their services with DNS and whether the incident should be reported to the local law enforcement agency. The Executive Director may request a written incident report from the reporting staff/volunteer.

I understand these policies: _____
(Volunteer Signature and Date)