

## **Ryves Youth Center Rules for Staff & Volunteers**

1. **NO ROMANTIC INVOLVEMENT WITH ANY JUVENILE** associated with or visiting Ryves Youth Center or any Catholic Charities facility.
2. There will be no outside involvement (telephone numbers, address given, field trips, movies, etc.) with any juvenile associated with or visiting Ryves Youth Center or any Catholic Charities facility without prior approval of the director.
3. Any of the above mentioned juveniles will not be transported anywhere, by a volunteer or staff member, without prior approval of the director.
4. You will not participate in any illegal activities while you are a volunteer or staff person at Ryves Youth Center.
5. If you have any knowledge of a juvenile who is, has been, or will be in danger (suicidal, abuse, molested, neglected, or fighting) you will advise the director or assistant director immediately.
6. If any questions as to policies arise the director or assistant will have the last word.
7. Children will not be sent home except by the director or assistant director.
8. If you have any information of anyone (member, guest, volunteer, etc.) breaking the rules or committing an illegal act you will advise the director or assistant director immediately.
9. You will not lie to a juvenile or promise them anything that you cannot deliver.
10. You will not touch any juvenile in a rude or violent manner or in any way which may be viewed as committing battery or molestation.
11. When in doubt, ask the director or assistant director.
12. Volunteers or staff will not argue with each other in front of juveniles.
13. You will not take money from any juvenile without the director's permission.
14. Any information received from a juvenile will be kept confidential within Ryves Youth Center. If you feel the need to discuss this information with anyone else you must have prior approval from the director.
15. Children and adults will not be in any enclosed room alone. The door will be left open.
16. Adults will use the designated "Adult" restrooms located in the basement and computer lab.
17. Volunteers will be expected to have a background check performed. If you wish to help with the expense, the background check costs \$10.00.
18. Volunteers will also be expected to complete the training, "Safe and Sacred."

*I acknowledge that I have read the rules for volunteers and agree to follow them.*

---

(Signature)

---

(Printed Name)

---

(Date)