

Community Values Agreement

Key Leader participants, adult advisers and invited guests are expected to demonstrate behavior consistent with the high ideals of the Key Leader program and should abide by the provisions of this agreement while in attendance at any Key Leader event. Every member will respect the authority of the Key Leader district chairs and site coordinators, as well as the Kiwanis International designated staff.

Responsible Behavior

1. Participants may not possess or consume any alcoholic beverages.
2. Participants may not possess or use any drugs or other controlled substances, with the exception of medication prescribed for the attendee.
3. Participants may not possess or use tobacco products, or e-cigarettes.
4. Participants are to abstain from any activity of a sexual nature.
5. Participants may not possess weapons, firecrackers, or anything of a dangerous nature or act in any way unbecoming of a Key Leader.

Lodging

1. Participants staying in a camp or conference center must sleep in their assigned room or cabin.
2. Female participants are not allowed in the room of any male participant, and male participants are not allowed in the room of any female participant.
3. Male and female participants may be present together in cabin lounges when an adult chaperone is present.
4. All participants are expected to abide by a curfew from 12:00 a.m. and lasting until 6:00 a.m. unless otherwise specified by the camp or conference center.

Dress Code

1. All participants are expected to wear "camp casual" clothing. This includes shorts, t-shirts, jeans, sweatshirts, and closed-toe shoes.
2. At no time will any clothing with inappropriate language or graphics be allowed. Any shirts, shorts, or skirts deemed to be of inappropriate length will not be allowed. Additionally, participants will not be allowed to wear saggy clothing. Flip-flops or sandals are not appropriate for a Key Leader event because of the nature of activities in which students will participate.
3. All participants are required to wear name badges for all weekend events.

Enforcement

1. Violations of this agreement will result in notification to the respective nominator and sponsor.
2. Violations involving destruction of property, or possession, consumption or use of alcoholic beverages or controlled substances will result in dismissal of the attendee from the event.
3. Notification, in writing, will be made by the Key Leader International staff or his or her representative, to the participant's high school, and to the parents of any member disciplined under this section.
4. The Key Leader program has been designed as a complete educational experience from 4 pm on Friday afternoon through 11:30 am on Sunday morning. All participants are expected to attend the full experience and these values will be in effect during this whole time.

Key Leader Participant Name (please print) _____ Date _____

Key Leader Participant Signature _____ Date _____

Key Leader Parent/Guardian Signature _____

(Required if under the age of 18)

By Signing this document, I acknowledge that I am aware that photos taken of me or my child during the event weekend may be published in magazines, web or other marketing and promotional materials.

**KIWANIS KEY LEADER – AUTHORIZATION TO ATTEND EVENT
EMERGENCY MEDICAL TREATMENT AUTHORIZATION**

Please type or print all information. This form is required for all participants attending events. This form must be completed by the parent, legal guardian, or person in loco parentis for the youth participant.

Participant name: First _____ Middle Initial _____ Last _____

Mailing Address: _____

City _____ State _____ Zip code _____

Sex: (circle one) F M

Birth Date mm/dd/yyyy ____/____/_____

Email Address: _____

School Name: _____

Emergency Information:

In case of an emergency, contact:

Name: _____ Relationship to participant: _____

Daytime Phone: _____ Evening or Cellular Phone: _____

Alternate Phone: _____

Low Ropes Initiatives/Activities: I hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of participating in low ropes initiatives/activities. I know that I am participating in a potentially hazardous activity. I should not participate unless I am medically able. I hereby personally assume all risks associated with my voluntary participation in this event for any harm, injury, or damage that may befall me as a result of my participation whether foreseen or unforeseen. I must recognize the importance of following the leader's instructions, and know that safety rules and procedures must be obeyed. I know that participation is by choice, and have been advised of the dangers and risks.

Travel: Parents/Guardians of Key Leader participants are responsible for the transportation to and from the event or drop off site. It is recommended that the guidelines from the student's school/sponsoring organization should be followed.

Participant Signature: _____

Parent/Legal Guardian Signature: _____

Medical Information:

Health Insurance Company: _____

Policy Number _____

Group Name on Insurance Coverage: _____

Telephone number or other contact information shown on insurance card: _____

Will the Key Leader Participant be taking any prescription medication or over the counter drugs of any type? _____

If yes, explain: _____

Has the participant ever been or is currently being treated for: (circle yes or no)

Nervousness: Yes No	Rheumatic Fever: Yes No	Asthma: Yes No
Convulsion or Epilepsy: Yes No	Cancer or Tumors: Yes No	Diabetes: Yes No
Heart Condition: Yes No	Headaches: Yes No	Allergies to Medication: Yes No
High Blood Pressure: Yes No	Fainting Spells: Yes No	

List any allergies or other medical conditions of which we need to be aware of:

For routine first aid needs, list any over the counter medications that the Key Leader participant may NOT take:

I am the parent or legal guardian for the above named Key Leader participant, and give my permission for him/her to attend the weekend retreat sponsored by the Nebraska-Iowa Kiwanis District. I also have read and understand the Community Values Agreement, and I understand that a violation of certain provisions of these rules may result in the dismissal of my Key Leader participant from the event. I hereby certify that the information provided above is correct.

In the case of a medical emergency, I understand that every effort will be made to contact the emergency contacts listed above. In the event those persons cannot be reached or time does not permit, I hereby give permission to a licensed physician or other licensed medical provider to provide proper treatment, including but not limited to hospitalization, injection, anesthesia, and/or surgery for the above named Key Leader participant. On behalf of myself and my ward/minor, I/we hereby **RELEASE, WAIVE AND FOREVER DISCHARGE** the Nebraska-Iowa Kiwanis District and its officers, directors, employees, parents and subsidiaries, agents, from any and all claims, liabilities, causes of actions, damages, demands, judgments, executions, liens and costs whatsoever, in law or equity, including, without limitation, liability for death or bodily injuries to any person or damage to any property resulting from any (i) claims made against medical providers of emergency services under this authorization, or (ii) against the Nebraska-Iowa Kiwanis District for obtaining medical emergency services for said Key Leader participant pursuant to this authorization.

Parent or Guardian: _____

Signature: _____ Date _____

(required if under the age of 18)

What you need for a Key Leader Weekend: Packing List

1. Closed Toe shoes (Sneakers, tennis shoes) flip flops OK for shower only! No slip on shoes allowed on the ropes course.
2. Comfortable clothes – Jeans or shorts, Tee shirts, Hoodies or a light Jacket
3. Appropriate sleep wear
4. Rain Gear: Check weather forecast to see if a rain slicker or umbrella is needed.

Camp does not allow food or beverages in the cabins. Do not bring food or drinks with you. We will provide plenty of great meals and snacks throughout the weekend. If you require special meals and snacks, please do not hesitate to let us know so that we can see to your needs. Key Leader is not responsible for any loss or damage to personal property. Do not bring expensive items with you to Key Leader such as I-Pod, I-Pad, Kindle, Smart phones or cash.

Linens/Toiletries:

1. Sleeping Bag and pillow or twin sheets, blanket, pillow (whatever works for you)
2. Towel, wash cloth, an old towel or beach towel will work for a camp shower
3. Toiletries – toothbrush, toothpaste, shampoo, deodorant, soap

Other needed items:

1. Water Bottle
2. Flashlight
3. A small picture of you for your mailbox
4. All forms needed-sent to you by email, signed by a parent
5. All medications that you will need for the weekend. We will not collect the medicine; you are responsible for taking your medicine. Be sure to list all medication on your medical form.

Forms sent to you by email prior to the weekend. A medical form and community values form is required. They both need a parent/guardian signature. If the camp you are attending requires their own release form, it will be sent to you the week of the scheduled event. You can also find these forms on our website.

Key Leader Weekend Agenda

Friday

- 4–6 p.m. - Registration
- 6 p.m. - Dinner
- 7 p.m. - Welcome and introduction of facilitators
 - Time to warm up and meet others
 - Neighborhood meetings
 - Break and refreshments
 - Service leadership
 - Five Key Leader principles
- Midnight Curfew

Saturday

- 8 a.m. - Breakfast
 - The excelling Key Leader
 - Personal Integrity: personal and organizational values
 - Personal Growth: communication and listening
- Noon - Lunch
 - Personal Growth: self-awareness and personality styles
 - Personal Growth: taking risks
 - Free time
- 6 p.m. - Dinner
 - Respect: Showing consideration for self, others and your surroundings
 - Building Community: Developing relationships to achieve positive goals
 - Community celebration
- Midnight Curfew

Sunday

- 8 a.m. - Breakfast
 - Saturday review
 - Pursuit of Excellence: Expecting and achieving the best while living a life of purpose
 - Closing
- 11:30 a.m. - Safe journey home