

Policy Regarding the FIRST YPP Program

Article I

Purpose

US FIRST has promulgated a Youth Protection Program (YPP) intended to provide "information, guidelines, and procedures to create a safe environment for everyone participating in FIRST programs."

Green Mountain Robotics Inc (Team 885) supports the YPP program. The purpose of this document is to clarify how specific provisions of the YPP are to apply to Team 885.

The FIRST YPP document also allows for team to deviate from specific provisions of the YPP where warranted; this document describes such deviations and the reasons for them.

Article II

Background

Team 885 is an independent rural team drawing student and adult members from several communities within a radius of 30 miles from Randolph, Vermont. One school is the official high school for the purposes of FIRST registration, but no school participates in the management of the team or directs its activities. We are funded by asking for money. Some of our schools make a token contribution. Most funds are raised by asking local businesses, foundations, and individuals. Our budgets are usually quite constrained.

Team meetings normally occur at a workshop that is not located at any school. No school provides **any** transportation services. There is no local public transportation system. Students and adults rely on car pools and self driving to reach team activities and events; this is normal practice in the local communities for activities of all kinds including: getting to and from school, church, sporting events, cultural events, musical events, personal visiting, etc. It is not usually feasible to provide two adults for car pools.

It is sometimes the case that our team activities occur with only a few participants due to the distances and the difficulties in arranging transportation.

Most FIRST competition events require overnight travel; there are no official FIRST events or unofficial scrimages in the local area. For overnight travel the team strives to find economical lodging options. We may be afforded accommodation at a cooperating high school or in dormitories. Occasionally, we will stay in hotels. It is usually not possible to determine in advance exactly what the sleeping arrangements will be; the providers themselves sometimes cannot know in advance.

Our communities are small. Team members tend to know one another independent of the team and may have healthy worthwhile relationships outside of the team, between adults, between children, and sometimes even between an adult and a child. Normally new team members are already known by someone on the team on account of existing community relationships.

Article III

Lead Mentors Responsible for the YPP

The Board shall from time to time identify the two "Lead Mentors" responsible for YPP implementation. The information shall appear in the Board meeting notes.

Article IV

Specific Provisions

1. Information to Parents, Children, and Other Team Members

Parents, children, and others shall be informed of the existence of the FIRST YPP document (which includes 'Guidelines for Parents') and this policy, both of which shall be available through the team website. Important provisions shall be discussed at one or more team meetings each year.

2. Permission to Travel

Parents who wish their minor child to travel to events and activities outside the normal workshop shall give written permission. Such permission shall apply all events and activities sanctioned by the team. Such permission shall include permission for the adult mentors supervising the an out of town trip to make appropriate sleeping arrangements for the child. Once given, such permission shall apply until renewed or rescinded by the parent.

However, a parent who wishes to give permission for **each trip separately** may do so. (The release form shall include an opportunity to so indicate.)

3. Transportation

Parents are responsible for making transportation arrangements for their child to and from all activities and events. This includes determining how the child will be transported, by whom, and who will be in the vehicle. Parents shall determine whether a minor child will be operating the vehicle. By allowing their child to be transported the parents are agreeing to such arrangements.

In accordance with local custom and practical necessity, Team 885 will not prohibit children from arriving or leaving an activity or event without an adult.

Driving of others by minor children shall be in accordance with the rules of the **driver's** school and state law.

4. Adults Present

The policy of Team 885 is that a child and an adult who is not a parent should never be alone together during an activity, at an event, or while traveling.

In rare circumstances this will not be possible. Parents will be informed by e-mail in advance if one adult will conduct an activity.

When a parent drops a child off for an activity the parent shall be responsible for determining whether adult presence is satisfactory. In no case shall a parent leave a child with a single adult or child who is not known to them personally.

5. Workshop Safety Training

The team shall conduct one or more safety trainings regarding the safe use of the workshop and the tools found there. Attendance shall be recorded. No person shall work in the shop or use tools without having been trained. An exception may be made for new members prior to the occurrence of the annual safety training(s), but only if they work under the supervision of a qualified adult.

6. Use of Machine Tools

Children age 13 and under may not operate the "machine tools" (lathes, mills, drill press, bandsaws, belt sander, and others that may be identified from time to time). They may be present while these tools are operated by others.

Children ages 14 and 15 may operate the machine tools under the **direct supervision** of a qualified adult.

Children ages 16 and older may operate the machine tools as long as a qualified adult is present in the workshop.

All team members may use hand tools if an adult is present.

7. Safety Glasses

Safety glasses meeting ANSI Z87.1 requirements shall be worn in the **in all areas where work is being done**. Team members are required to stop using tools if they become aware that anyone in the immediate area is not wearing safety glasses.

8. Reporting Requirements

Any adult team member who believes that a child may be the victim of, or at risk of, child abuse (emotional, physical, or sexual) from any source shall report their concern to the Lead Mentors and otherwise in accordance with state law.

9. Communications and Outside Activities

It is undesirable for adult team members to have private communications with a child. If an adult communicates with a child directly, the parent shall be copied/included. If this is not possible a copy or notice of the communication shall be sent to the Board.

If a child contacts the team directly, for information or request to join the team, the first reply shall include a request for the parent's email address. The child shall not be officially added to the team roster or email distribution until the parent's email address is obtained.

However, it is possible that activities and communications involving team members outside of team activities may exist. The team and its Directors and Officers may not have any way to be aware of such relationships. It is not the intent of Team 885 to interfere with such relationships; it is important that the parents of any involved child knows the participants and are aware of the activities.

10. "Regular Involvement"

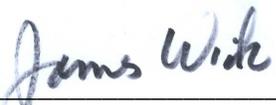
"Regular Involvement" with Team 885 means attendance 30% or more of the worksessions and/or events. All adults who are or expect to be "regularly involved" with the team shall be screened using the FIRST YPC program. The team shall conduct appropriate training.

Article IV

Periodic Reviews

This document shall be reviewed at least every two years and updated as required.

Adopted by the Board of Directors at its meeting on **November 23, 2014.**



Secretary