



## O-YA Participant Registration Form

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Gender: \_\_\_\_\_

Preferred Pronoun(s): \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ 2023/24 Grade: \_\_\_\_\_

School: \_\_\_\_\_

Parent(s) Name & Phone: \_\_\_\_\_

Parent(s) Email: \_\_\_\_\_

***O-YA staff must be able to contact a parent or guardian using this name, number and email. If parents / guardians cannot be contacted using this number, participation will be suspended until working contact information is provided.***

Home Address: \_\_\_\_\_ (Street Address)

\_\_\_\_\_ (Village & Postal Code)

Email for Program Updates: \_\_\_\_\_

***Only required if you would like program updates by email***

Emergency Contact(s): \_\_\_\_\_

\_\_\_\_\_  
***Please list the names & phone numbers of people we can contact for you in case of emergency (like your parents!). Please list at least one.***

Please list any health / dietary condition that O-YA Youth Workers should be aware of in case of an emergency (use back if needed):

---

## **Consent & Policies**



Please check here if O-YA (or our visiting partners) have permission to take your photograph or video which may be used online, in print, electronic media and / or community newspapers for the promotion of O-YA programs and services.



Please check here to confirm that you have read and understand the O-YA Policies below.

## **Free Condom Policy**

Grade 9 & up: Free condoms will be given out by O-YA Youth Workers to any youth in Grade 9 and up who requests them with no questions asked.

Grade 7 & 8: If youth Grade 8 and under request condoms, they will not automatically be provided. Condoms will be provided if it is determined the youth can legally consent to sexual activity. If they can't, parent / guardians or authorities will be notified.

Grade 6 & under: If a youth in Grade 6 or under requests condoms, a report to parent / guardians or authorities will be made.

## **Sexual Activity Reported by Program Participants**

Grade 9 & up: If a youth reports sexual activity, it will not be disclosed except in the instances detailed below.

Grade 7 & 8: Any sexual activity that violates the Criminal Code of Canada will be reported to child protection authorities. Notification to parents will be at the direction of child protection authorities.

Grade 6 & under: Any disclosed sexual activity will be reported to child protection authorities. Notification to parents will be at the direction of child protection authorities. All sexual activity disclosed which violates the Criminal Code of Canada, is with a person in a position of authority or trust, or that is non-consensual will be reported first to child protection authorities, and notification of parents will be at the direction of child protection authorities.

## **Drug & Alcohol Use Reported by Program Participants**

All participants: If a youth under age 19 is suspected of being under the influence of drugs or alcohol, or is in possession of drugs or alcohol while participating in any of O-YA's programs, their parent / guardian will be notified within 2 Business Days. If this use is confirmed, they will be asked to leave O-YA for the duration of the program day (see below for details).

Grade 9 & above: O-YA's Executive Director will be notified of reported drug or alcohol use. This also applies to the reported drug or alcohol use of another participant who has used O-YA's services and is determined to be high risk. O-YA's Executive Director will then decide in conjunction with O-YA's Board of Directors whether that participant's parents / guardian will be notified within 2 Business Days.

Grade 8 & under: If a youth in Grade 8 or younger discloses drug or alcohol use of any kind, their parent / guardian will be notified within 2 Business Days.

## **Duty to Warn**

Youth Workers are required to disclose to the police, O-YA's Executive Director and / or Board of Directors or anyone else deemed necessary when a serious crime has been committed, when an identifiable drug dealer is involved or any one of the following conditions are present:

1. There is a clear risk to an identifiable person or group of persons
2. There a risk of serious bodily harm or death
3. The danger is imminent

Any information disclosed about drug and alcohol use by any O-YA participant may be shared as necessary between O-YA staff and Board of Directors.

## **Smoking & Vaping on O-YA Property**

Smoking and vaping are not allowed on O-YA property (indoor or outdoor) at any time.

All participants: If participants smoke or vape on O-YA property they will be asked to leave O-YA for the duration of the program day (see below for details).

Grade 8 & under: If a youth in Grade 8 or younger discloses smoking or vaping, their parent / guardian will be notified within 2 Business Days.

## **Breaking the Rule at Teen Programs / Being Asked to Leave**

In addition to the rules above, participants at O-YA's Teen Programs are required to keep their hands and feet to themselves, treat other participants, staff and volunteers with respect and heed the instructions of O-YA Youth Workers and volunteers. Participants who break a rule, depending on severity, may be either reminded of the rule by Youth Workers, be asked to leave O-YA and take a walk for 5, 10 or 15 minutes or to leave O-YA for the duration of the program day.

If a participant is asked to leave O-YA for the duration of a program day, parents / guardians will be notified within 30 minutes with a reason for the dismissal. If a rule is broken that is also illegal, the police will also be notified.

If a participant is asked to leave O-YA programs for the day more than 3 times, that participant will be placed on sliding suspension for 1 week, 1 month, 6 months and 1 year if the rule breaking continues. O-YA reserves the right to skip steps on all of these consequences if the rule breaking is severe.

If a participant is asked to leave O-YA for 1 year, or has been issued a trespass notice for O-YA property from the police, it will be the responsibility of that participant to contact O-YA and demonstrate to the Executive Director that they have earned the right to come back.

## **Breaking the Rule at Teen Programs / Being Asked to Leave**

During the time of O-YA's building closure due to COVID-19, the above policies still apply for O-YA's virtual activities.

If participants are breaking the above rules during a Zoom Meeting, Pen Pal correspondence or other virtual activity, they may be asked to leave the meeting, or be banned from joining future meetings depending on severity.