



## Diocese of Lansing Chaperone/Supervisor Guidelines

Chaperone/Supervisor - is defined as an adult volunteer or employee that has oversight or supervisory authority over minors. These individuals share in the responsibility at events or activities when minors are present

Must be 21 years of age. Must have completed VIRTUS – Protecting God’s Children for Adults (prior to event)

Must have completed a background check with no listed offenses

<https://www.dioceseoflansing.org/sites/default/files/listed-offenses.pdf>

Must read, agree and sign Diocese of Lansing Code of Conduct

At least one chaperone/supervisor in the group must be trained in first aid and CPR

Must have cell number(s) of the parish leader who is in charge of event

Will report at once, any concerning or suspicious behavior of a fellow adult volunteer to Diocesan Director and/or CPS

### **Chaperone to Supervised Minor Ratios are as follows:**

#### **Kindergarten – 5<sup>th</sup> Grade**

1:6 for overnight, 1:8 day

#### **Middle School/Post 5<sup>th</sup> Grade – Completion of 8<sup>th</sup> Grade**

1:8 for overnight, 1:10 day

#### **High School/Completion of 8<sup>th</sup> grade – Completion of 12<sup>th</sup> grade summer**

1:10 for overnight, 1:12 day

For overnight supervision, chaperone/supervisor must be same biological gender as those being supervised.

For questions related to insurance or transporting minors in personal vehicles, please contact Vince Andrews or John Greenburg at Michigan Catholic Conference by calling 800-395-5565