



Western Educational Adventures Inc.
(250) 888-1622
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REGISTRATION FORM Outdoor Teen Leadership Club Parent Agreement

Teen Leadership Terms and Conditions v2.7 Sept 1st, 2022

WESTERN EDUCATIONAL ADVENTURES INCORPORATED & WESTERN EDUCATIONAL ADVENTURE SOCIETY Hereinafter collectively referred to as: "WEA".

PARTICIPANT: _____ **PARENT/GUARDIAN(S):** _____

PARENT/GUARDIAN(s) Hereinafter referred to as the: "Parent" OR "PARENT".

PARTICIPANT Hereinafter referred to as the: "Participant" or "PARTICIPANT"

THE PROGRAM: WEA's Outdoor Teen Leadership Club program is designed to teach Participants valuable life, leadership, and outdoor skills. This program is run at or below cost. As part of their learning, Participants are given as much responsibility as possible. Given the Participants are learning skills like communication, the dates, times, activities, etc. may change without significant notice. WEA is not responsible for providing parents with missing information that their Participant has failed to communicate/manage.

TEEN CALENDAR: Participants are required to attend every event and weekly meetings with a complete calendar of their other commitments. This ensures events can be planned on the spot without confirmation from multiple families which could derail planning of a particular event. If the Participant's calendar changes, an event changes or an event date changes, the Participant does not have to attend but may still have to pay the associated fees.

CRIMINAL RECORD CHECK AND PAPERWORK: If hosting events or volunteering for events, the parent agrees to provide WEA with a clear criminal record check with vulnerable sector screening, personal information necessary for the particular event (this may include medical information) as well as a signed release package. Failure to complete this information prior to an event may result in the cancellation of said event. The parent understands that a parent volunteer may be responsible for collecting this information on behalf of WEA. This would mean that the parent volunteer would see other parent's personal information.

GROUP GEAR DEPOSIT: All families are required to pay a \$500 deposit as part of or shortly after the registration process for use of WEA's gear during the length of the program. Group gear will typically include items that more than 2 people are using such as: tents, tarps, kitchen gear, etc. If any equipment owned by or loaned to WEA is lost or damaged by any of the Participants or Parents, the replacement/repair cost will be deducted from this deposit. The deposit will be refunded at the end of the program less any deductions. Typically, all lost or damaged group equipment costs will be deducted from all Participants, not just the Participant(s) that lost or damaged the item(s). WEA has sole discretion as to how the deposit money will be allocated (whether to an individual or a group as a whole).

GROUP GEAR RENTAL FEES: As part of the registration process or shortly after, all Participants are required to pay a \$150 gear rental fee to cover wear and tear on equipment owned by and loaned to WEA.

PERSONAL GEAR RENTAL DEPOSIT AND FEES: WEA does offer certain personal gear items for rent on a per trip or per year basis. This would include items such as backpacks, sleeping pads, etc. Cost varies depending on length of rentals, items being rented, etc. There will be a fee and deposit for personal gear rentals, families need to contact WEA directly to arrange for this. The GROUP GEAR DEPOSIT and FEES listed above do not cover any personal gear items.

TRIP FEES: Trips often carry an additional cost. Where trip fees are involved, WEA runs these trips at cost plus up to 30% per trip.

CANCELLATIONS: Cancellations for yearly program fees are subject to the "General Terms and Conditions" signed at the time of registration. Any individual trip or event cancellations within this program must be made in writing at least 30 days prior to the trip or event. At WEA's discretion, cancellations after this point will receive no refund as a refund. This is because a last minute cancellation may cause an increase in price or make the trip not feasible for other families or leave WEA responsible for non-refundable components of a trip.

OUTSTANDING FEES: WEA will charge any outstanding fees to a parent's credit card that are past due. A 10% fee may be charged at WEA's discretion. If WEA is unable to charge a credit card, the Parent will be charged 5% interest per month. The Participant may also be removed from the program.

CREDIT CARD AUTHORIZATION: The Parent authorizes WEA to charge their card on file for any of the fees listed in this document when applicable. The Parent also authorizes WEA to charge their card for trip and program fees that the family has confirmed the Participant is attending.

FEE OVERPAYMENT: WEA will not issue refunds for cancelled trips, programs or outstanding credits for previous trips. Instead, WEA will hold funds as a credit to be applied for future trips. The value of the credit issued will be calculated by the fee paid, less any non-recoverable costs.

COST OVERRUNS: WEA will make every effort to run events within the proposed budgets, however costs may be higher than anticipated. In the interim, WEA may cover these expenses. If WEA covers these costs, parents must reimburse the outstanding costs to WEA within 7 days of the event completion or the date the families, Parent, Participant or otherwise were informed about the increased costs. Failure to do so may result in the Participant being dismissed or suspended from the overall program with no refund.



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LATENESS OR NO SHOWS: Participants that show up 10 or more minutes late, more than 5 times throughout the program, to any event, meeting or otherwise may be removed from the program at WEA's sole discretion. Participants that miss 3 or more events or meetings without providing written notice at least 1 day prior to the event may be removed from the program at WEA's sole discretion.

COMMUNICATION: WEA is not responsible for communicating dates, times, locations or any other information beyond the initial weekly meeting locations. As this is a leadership program, responsibility for communicating these details to families lies with the Participants. WEA is also not responsible for ensuring parents and Participants read and/or reply to emails sent by WEA and its staff. Parents and Participants are responsible for reading/answering and replying to emails, texts or telephone communications. Failure to read/answer and/or reply to emails, texts or telephone communications may result in the Participant being dismissed or suspended from the overall program with no refund.

If parents have a concern with WEA, their Participant, another Participant, etc., they should contact WEA via phone. If an email is sent, the parent may not include any other party in the email chain. This is to ensure everything stays in context. Failure to comply with this term may result in the Participant being dismissed or suspended from the overall program with no refund.

In order for the program to run effectively, program Participants and their families must be able to contact each other. Therefore, you agree to have your and your teen's email and phone number shared with the other Participants in the program and their families.

COMMUNICATION TIME & FEES: After registration, each family is entitled to a maximum of 3 hours of individual communication time with WEA throughout the program year. At WEA's discretion, families requiring more than 3 hours of time may be billed at a rate of \$50/hour. This fee would apply to circumstances such as parent concerns, questions, etc. Communication time may be tracked on a document accessible to all leadership families.

EVENT CANCELLATION: As part of the learning process, teens will be given planning deadlines to ensure WEA staff adequate time to accurately evaluate the safety and completeness of the event plan. If a deadline is not met, WEA may cancel the event. WEA may also cancel events due to unsafe or undesirable weather conditions.

PARENT/GUARDIAN ROLE: WEA needs parent involvement to help the teens learn and grow. Parents are expected to read and adhere to the "tl-at-home-resources-for-parents-document".

In general, Parents are not to assist the Participant nor contact WEA on the Participant's behalf regarding planning and trip execution. Parents will be reminded of this but continually failing to comply with this term may result in Participant dismissal. Some exceptions may be made at WEA's discretion.

PARENT VOLUNTEER'S ROLE: The parent volunteer's role is to be a secondary adult on the activity/outing/event. In no way is a parent volunteer to be leading the group or providing guidance to Participants unless the WEA instructor has given explicit permission/instruction to do so or has become incapacitated. If no parents volunteer for an event, the event may be cancelled.

REQUIRED VOLUNTEER DAYS: Every event and activity in the teen leadership program requires at least one parent volunteer. Every teen leadership family must volunteer approximately equal amounts of days and times to events, outings, etc.

AGE: Adults participating in any programs must sign liability releases that are additional to this form. These releases must be signed before the program starts. Failure to do so will result in ejection from the program with no refund.

FAMILY DISMISSAL: The Company reserves the right to cancel a parent volunteer's enrollment and/or a Participant's enrollment or to dismiss a Parent volunteer and/or Participant from the program without a refund if:

1. The parent's conduct, influence or behaviour is deemed unsatisfactory. Particularly when the safety, experience and/or well being of the parent volunteer, other parent volunteers and/or staff is threatened.
2. The parent attends a program without the equipment required on the program packing list. Exceptions may be made if:
 - a) prior arrangements are made with WEA via email or b) WEA has equipment available for rent or purchase to parent volunteers. WEA reserves the right to charge rental fees for loaned equipment. Gear purchase and rental fees must be paid up front and are not refundable. The parent will be charged for any equipment loss or damage.

All fees, costs, etc. associated with a dismissal or enrollment cancellation are the sole responsibility of the parent volunteer.

HEALTH FORM: The Parent/Guardian is responsible to inform WEA of any change to the Parent/Guardian volunteer's health status or information on the Personal Health Form prior to the start of the Program session.

MEDICATION, EMERGENCY TRANSPORTATION AND MEDICAL CARE: In the event you become sick or injured our staff will give medication, first aid and/or take the parent volunteer to an external medical facility at their discretion. Senior Program Staff and parents will work together to make arrangements for transportation and care of parent volunteers requiring medical attention. **All costs related to medical care, transportation and/or emergencies are the responsibility of the parent and/or parent volunteer.**

PHOTOGRAPHS: Photographs/video or other images of parents, volunteers and staff participating in Program activities will be



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taken and may be used by WEA for publicity purposes, including but not limited to the company's website, printed material and social media. Not compensation will be given for any photos, videos, etc.

FUTURE EMAIL CORRESPONDENCE: The email address provided to WEA on this registration form may be used in the future for making parents aware of future company programs. It will not be given to any third party for any other use whatsoever.

COMPLETE INFORMATION: You agree that all information submitted was submitted by you, the parent and is complete and accurate. We accept no liability for issues arising out of inaccurate information. We reserve the right to remove the parent at our discretion if information is found to be inaccurate or incomplete.

By signing and submitting this form, you acknowledge having read and agreed to the above Terms and Conditions.

I acknowledge that I am eighteen (18) years old or more.

Signature of Parent/Guardian

Date

Name of Parent/Guardian



REGISTRATION FORM
Leadership Behaviour & Maturity Agreement

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Leadership Program Behaviour & Maturity Agreement Version 1.1 July 2nd, 2022

WESTERN EDUCATIONAL ADVENTURES INCORPORATED Hereinafter referred to as: "WEA".

PARTICIPANT: _____ **PARENT/GUARDIAN(S):** _____

THE PARENT/GUARDIAN(S) Hereinafter referred to as the: "PARENT".

INCLUSION PLAN Hereinafter referred to as the: "Plan".

This agreement outlines WEA's general behaviour and maturity requirements for our teen and pre-teen leadership programs. Some youth may not be able to accomplish all the skills listed below but can likely still participate in our programs. If you feel your youth does not possess some of these skills or if you are unsure, please **CONTACT US PRIOR TO REGISTERING FOR A WEA PROGRAM**. If WEA deems it necessary, WEA will work with families to come up with a Plan (Inclusion Plan) that sets your youth up for success in our program. The Plan must be agreed to by WEA and your family prior to registration. Youth who have registered and do not have this Plan, may be held to all or part of this general behaviour and maturity agreement at WEA's sole discretion.

To participate in a WEA leadership program, youth without an approved Plan should be able to:

1. Transport themselves to and from meetings if over the age of 12.
2. Eat lunch/snacks, drink water, change clothes to suit the weather, wear a hat and apply sunscreen by themselves without adult help most of the time. The occasional reminder from an adult is totally ok.
3. Understand and handle basic levels of responsibility such as following instructions and managing their time. We understand that many youth won't have these skills. Our program will help them learn these skills. However, it is essential that parents support us in this process at home as per our tl-at-home-resource-for-parents document.
4. Be ok with facing challenge and adversity. This requirement typically is more challenging for parents than youth. Youth need to be challenged to grow.
5. Pack-up their own bag and be generally responsible for their own gear and clothing within a timely manner.
6. Listen and comply with most instructions from WEA staff. Some reminders are totally OK.
7. Respect others most of the time.
8. Be OK with being in a camp program with other youth of varying ages.
9. Have a basic level of risk awareness and make safe decisions most of the time.
10. Behave in a safe manner while in transit on our bus.
11. Communicate with WEA staff about any issues, behaviours or incidents they are feeling unsafe or uncomfortable about.



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A note about food, water, sunscreen, etc. WEA staff will typically remind youth 2-3 times per day to apply sunscreen. WEA staff will typically point out good times to eat food or drink water. It is up to the youth to comply and/or decide when or if they do this. We try our best to help teach youth these skills throughout the week. WEA understands that younger youth will not have all of these skills initially but will likely have them by the end of the camp.

Youth will be given several opportunities to adjust their behaviour to meet these terms. However, eventually if they are not able to adapt, they may be removed from WEA's program without a refund. Youth that hit or physically hurt any other person will be immediately removed from the program with no refund.

By signing and submitting this registration form, the Participant/Parent(s)/Guardian(s) of the Participant acknowledge having read and agreed to the above Behaviour & Maturity Agreement.

By signing this agreement, I acknowledge that I am nineteen (19) years of age or older.

Signature of Participant/Parent or Guardian

Date

Name of Parent/Guardian



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RESOURCE FORM

Outdoor Teen Leadership Club Parent Support Resource

Support at Home

WEA's leadership program is all about youth developing critical life skills to help them become successful adults. Unfortunately, our program can't do everything and for youth to be successful, we need support from families at home. This document is about outlining how parents can support their youth at home.

Our goals

We believe our role as adults working with kids is to not do things for them. Instead we believe our role is to teach them how to do things for themselves and keep them safe while doing it. As such, we have several goals for youth in our programs. Overall, we want to help them become confident, successful, independent, socially aware, responsible adults. Youth excel at developing these skills through participating in and planning wilderness adventures.

Primarily we work towards achieving these goals by giving youth freedom and responsibility. Freedom and responsibility can be incredibly rewarding and empowering for youth, it makes up the bulk of our program. Unfortunately, it also creates a **perceived** negative outcome in the form of adversity. With the help of WEA staff, youth in our programs safely face adversity through discomfort, uncertainty and natural consequences. While at first glance, we perceive these things as negative, they are in fact the excellent teachers. We as humans are designed to learn from our mistakes and are incredibly resilient, especially young people. Typically, it's not the children who struggle most in our program, it is the parents who must sit on the sidelines and watch their child struggle. Helping your child is a base human instinct and one that is very hard to let go of. We understand this and ask WEA families to trust us and the process.

What can you do at home?

- Let them be challenged. If your child is struggling with a portion of the program, do not intervene until you have talked to WEA. We will figure out what levels of support your child needs together and go from there. For example, if you notice your child is missing a deadline, check in with us before reminding them if this issue hasn't already been discussed with WEA. If in doubt, ask again.
- Ask WEA for support if you need it. This program has a lot of moving parts and you may feel a little out of your depth, we are here to help.... within reason of course! We also



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have access to many great parenting resources if you need additional support. We can refer you to some great people!

- Model the behaviour you wish to see at home. We know you already plan in advance and handle running an entire household. Make your youth a part of this process. If they don't see you actively modeling this behaviour it will be very challenging for them to learn it.
- Create a routine. Have your youth sit down and check their email, calendar and to-do list every day after school at a set time. This will help develop their time management skills and help hold them accountable.
- Check in with your youth. If needed, schedule one day a week where you can check in with them on their progress. If you see any alarm bells, let WEA know.
- Give them as much responsibility as you can at home. Increase their responsibility as their capabilities increase, if they are rocking it, make it harder!

Examples of ways to develop responsibility

There are many different things you can do. The more the better but time and resources are always a factor. This list may seem very advanced. However, an 11-year-old can do 90% of these things but they may have had to start the early stages at age 5. An 11-year-old who is starting from scratch may take a few years to develop these abilities.

- I. Packing their own lunch. Kids as young as 7 or 8 can do this.
 - a. Start by having them assemble their own lunch every day for school.
 - b. Graduate to having them make and pack their own lunch.
- II. Meal prep:

This is a great way of teaching life skills and responsibility. If they want to have pizza for a night, they have to order and pay for it from money they earned.

Ages 6+

- a. Start by having them help cook 2 or 3 scheduled meals a week.

Ages 8+



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- b. After a month or so they should be ready to start cooking meals on their own for the whole family. At this point schedule 1 meal they are responsible for cooking each week. You plan it, they cook it.

Ages 9-10+

- c. Teach them how to plan a meal. Start involving them in the meal planning process, eventually they should be able to plan their own meal.
- d. Schedule them to cook at least 2-3 nights a week. They should be giving you a grocery list for things they need each week.

Ages 11+

- e. Have them plan meals and buy the groceries themselves with you in the store. Progress to having them shop on their own.

III. Phone calls. Children over 7 or 8 can make any phone calls they need to. If they want to order pizza, they have to call. If they want to have a friend over, they call the parent and arrange it. You can be on the other end coaching them initially. You won't have to help them for long, they get good quick!

IV. Planning their activities and social calendars.

- a. Start by sitting down and planning their activities with them. What do they want to do? Teach them how a calendar works, how to put something in it, how to manage conflicts and how to change appointments. Any kid over 7 can do this
- b. Eventually get to where they are doing this entirely on their own. A 10- or 11-year-old can manage their own calendar.

V. Take the bus. Kids as young as 10 can ride the bus safely alone with certain considerations made.

- a. Start with having an adult on either side of the bus ride.
- b. Teach them about bus schedules, reading city maps and bike trail locations.
- c. Have them ride with buddies for safety and good decision making.
- d. All children in our programs 12 and over should be getting themselves to and from our meetings within reason. Sometimes they are coming from another activity and don't have the time to not be driven. Other times they may need to bring a bunch of gear to be checked. The rest of the time, try and make it their responsibility.



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VI. Earning money

- a. Have them do jobs around the house to make money. Jobs like mowing the lawn. Avoid for paying for jobs like washing dishes, cooking, cleaning, etc. These are things they should be doing for free as a contributing member of the family. Make sure that this is explained to them.
- b. Get them babysitting or picking up part time work like raking the neighbours leaves.
- c. Anything they want outside of birthdays; they must buy with their own money. Give them opportunities to earn this money.