

Covenant Form
For All Participants
Do Not Mail
Bring to Retreat

Name _____

Address _____

Age _____ School Grade _____ M _____ F _____

Church _____

I agree to abide by the following Retreat Covenant:

In coming to this retreat, it is important to remember that I am participating in a Presbytery-sponsored event, and am in a Christian setting. I promise to follow the Retreat Covenant and I will:

- ◆ Not bring or use tobacco;
- ◆ Not bring or use illegal drugs, alcohol, or weapons;
- ◆ Abide by the scheduled curfew;
- ◆ Follow the schedule, try to be prompt, and participate in all activities;
- ◆ Not visit a cabin assigned to the opposite sex;
- ◆ Respect the environment by caring for all buildings, putting trash and materials for recycling in proper containers, not wasting food, taking a brief shower, etc;
- ◆ See the designated person for medical care;
- ◆ Help clean my cabin on Sunday morning.
- ◆ Abide by the retreat cell phone policy (see below)

Signature _____

Retreat Cell Phone Policy (developed by Youth Council)

Retreats are an opportunity to get away from the normal routines of life. Therefore, you are encouraged to leave your cell phone at home in order to facilitate building a new community in a limited amount of time. Cell phones shall not be used during scheduled activities (including but not limited to: keynote, small groups, recreation, meals, energizers, music and worship). This includes all cell phone use – calls, texts, games, etc. Misused cell phones are subject to confiscation. Adult leaders at the retreat will have cell phones available for emergency calls. Bluestone's number in the event of an emergency is 304-466-0660.

YOUTH

MEDICAL RELEASE FORM and INSURANCE INFORMATION

Youth Events – Presbytery of West Virginia

To be signed by parent or guardian for each young person participating in the Presbytery of West Virginia OLDER YOUTH RETREAT, NOVEMBER 18-20, 2016. Please send it with your youth to the retreat.

I give permission for my child, _____, to participate in the Older Younger Retreat, November 18-20, 2016, at Bluestone Camp and Retreat Center. In case of emergency, I give my permission for medical treatment. Please reach me at one of the following telephone number:

Day _____ Night _____. In the event I cannot be reached in the case of an emergency, please contact: _____
who is _____ (relationship to youth)
at phone number: day _____ night _____.

Signature of Parent _____

Print Name _____

Address: _____

INSURANCE INFORMATION: This needs to be completed each time. Please do not assume the presbytery has this on file. This form will be shredded after the retreat.

Company: _____

Address: _____

Policy Number: _____ Name of insured _____

Address: _____

Current Medications: _____

Allergies _____

Surgeries: _____

Special Needs, dietary or otherwise _____

Please circle if your child has a history with any of these medical problems:

Hay Fever	Convulsions	Lung Problems
Bee stings	Blood Pressure Problems	Ulcers
Fainting	Cancer	Kidney Problems
Asthma	Heart Disease	Diabetes
Sulfa Drug Allergic Reaction	Poison Ivy or Oak	
Penicillin Allergic Reaction		

Anything else the leaders of this retreat should know about your youth?

Name _____

ADULTS

MEDICAL RELEASE FORM and INSURANCE INFORMATION
Youth Events – Presbytery of West Virginia

To be completed by each Adult participant at the Presbytery of West Virginia OLDER YOUTH RETREAT, NOVEMBER 16-20, 2016. PLEASE BRING WITH YOU.

While we hope to never have to use this information, in the event that something happens such that you are unable to provide this, you are asked to complete the following.

INSURANCE INFORMATION: This needs to be completed each time. Please do not assume the presbytery has this on file anywhere. This will be shredded after the retreat.

Company: _____

Address: _____

Policy Number: _____ Name of insured _____

Address: _____

Current Medications: _____

Allergies _____

Surgeries: _____

Special Dietary Needs _____

Please circle if you have a history with any of these medical problems:

Hay Fever	Convulsions	Lung Problems
Bee stings	Blood Pressure Problems	Ulcers
Fainting	Cancer	Kidney Problems
Asthma	Heart Disease	Diabetes
Sulfa Drug Allergic Reaction	Poison Ivy or Oak	
Penicillin Allergic Reaction		

Other Illnesses or Conditions: _____

In case of emergency, please contact _____ who is _____

in relationship to me at phone number _____

Day _____ Night _____. In the event I am in need of immediate medical care, I give permission for those in charge of the retreat to seek appropriate medical care for me, if I am unable to do so for myself.

Background Check Consent Form

Applicant should complete all relevant information and sign and date the form.

Applicant's Full Name (Printed): _____

Other Names Used: _____

Social Security Number: _____ Date of Birth: ____/____/____

*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment, internship, or service as a volunteer. Presbytery of West Virginia abides by all applicable state and federal employment laws.

ADDRESSES (for the past 10 Years)

Present Address_____

City_____ County_____ State_____ Zip_____ Country_____

How Long at Present Address?_____

Former Address_____

City_____ County_____ State_____ Zip_____ Country_____

How Long at Former Address?_____

Former Address_____

City_____ County_____ State_____ Zip_____ Country_____

How Long at Former Address?_____

Please list all states and counties of residence since turning age 18:

(Please circle any of the following states in which you have lived: CA, CO, DE, LA, MA, SD, VT, WV, WY)

MOTOR VEHICLE RECORDS

Names as it appears on License: _____

Driver's License Number: _____ State of License: _____

I, _____, hereby authorize Presbytery of West Virginia, and/or their agents to make an independent investigation of my background, references, character, past employment, education, credit history, adult criminal or police records, and motor vehicle records including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for service now and, if applicable, during the tenure of my employment or service with Presbytery of West Virginia.

I release Presbytery of West Virginia and their agents and any person or entity which provides information pursuant to this authorization from any and all liabilities, claims, or law suits in regards to the information obtained from any and all of the above referenced sources used. The name above is my true and complete legal name and all information provided above is true and correct to the best of my knowledge:

Signature of Applicant

Date

APPENDIX A

PRESBYTERY OF WEST VIRGINIA INFORMATION FORM FOR WORKERS WITH CHILDREN, YOUTH AND PERSONS WITH DISABILITIES

1. Name (last, first, middle, maiden name)

If you have ever used another name, please indicate the name and the time period(s) used: _____

Current Address: _____

How long have you lived at this address: _____

How long have you lived in West Virginia: _____

Gender: M F Birth date: _____

Home Phone: _____

Place of Employment: _____

Work Phone: _____

2. (skip number 2 if your position does not include driving)

Drivers License Number: _____

Have you ever had your driver's license suspended or restricted for any reason? _____ If yes, please describe the dates and reasons for each such occurrence on the back.

3. Please answer the following questions:

Name of church in which you participate _____

How long have you been regularly participating _____

Are you a member? _____ Date you became a member? _____

4. Have you served as a volunteer at any church in the past ten years? If so, please state the name and address of the church, the pastor of the church, the time period(s) of your volunteer work and describe generally the nature of your volunteer work:

5. Have you served as a volunteer for any civic organization in the past ten years? If so, please state the name and address of that organization, the person overseeing the volunteer work the time period(s) of your volunteer work and describe generally the nature of your volunteer work. Please indicate which organizations involved working with children and youth.

6. Have you ever been arrested, charged, indicted or convicted for any criminal offense (misdemeanor or felony) other than a traffic violation? _____ (If yes, please explain on the back.)
7. Have you ever been subject to any disciplinary action, complaint or allegations that you violated any employer's or any organization's policy concerning sexual misconduct? _____ (If yes, please explain on the back.)
8. References: Please list the names, addresses, occupations, and telephone numbers of three people (including one relative) who are familiar with your character and abilities. References will be contacted.

<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Work Phone</u>	<u>Home Phone</u>

12. I understand and agree that:

- a. All Information that I have provided may be verified. I agree to release from liability any person or organization that provides information concerning me, including these persons I have listed as references. I understand and agree that any information received will not be disclosed to me, and I hereby waive any right I may have to inspect any information provided about me by any person or organization identified by me on this form.
- b. By signing this form, I certify and affirm that the information I have given is true, complete, and correct in all respects.
- c. I have read, understood and agree to abide by the Statement of Policies and Procedures for the Protection of Children, Youth and Persons with Disabilities of the Presbytery of West Virginia.
- d. [Only applicable to persons eighteen years of age and older] I have completed the release of information form.

Signature: _____ Date: _____

Parent or Guardian's Signature: _____ Date: _____
(If under age eighteen)

This form is confidential and will be kept in a locked file.