



# The Super Saturday Program

## Teen Leader Volunteer Program Annual Policy Agreement

\*This form needs to be filled out once per school year.

Please read this agreement carefully. As a volunteer with The Super Saturday Program, you will be expected to abide by the terms of this agreement. Failure to do so may result in your dismissal from your volunteer assignment. Both the volunteer and their parent or legal guardian must sign this document and return it to the Teen Advocate prior to volunteering for your first class.

Academic Year: 20\_\_ \_\_ -- 20\_\_ \_\_

Intended Volunteer Term(s) (fall, winter, and/or spring): \_\_\_\_\_

As a Teen Leader with The Super Saturday Program, I hereby agree to the following:

- I will arrive on time (no later than 9:15 or 12:15) for each class to which I am assigned, prepared to engage in the duties set for me by my mentor teacher.
- If I must miss a class, I will contact both the mentor teacher and the Teen Advocate as soon as possible to inform them of my upcoming absence.
- I will follow the instructions of the mentor teacher to facilitate the activities of the classroom or area.
- I will show respect and decorum at all times, and with all participants in the program (students, instructors, and volunteers).
- I will engage with the students and other participants in a positive manner.
- I will dress appropriately for the tasks to which I am assigned.
- I will remain in the classroom or area where I am assigned, unless instructed by the mentor teacher.
- I will remain on campus until I am picked up by my parent, guardian, or other adult assigned by my parent/guardian. If I drive myself, I will leave campus immediately after completing my class(es) for the day.
- Teens who will drive themselves, walk, or be released without a parent picking them up must have a parent sign the second page of this agreement. Teens with a signed release will be released from The Super Saturday Program at 11:45 am and/or 2:45 pm, depending on when they complete their class. At that time, they will no longer be supervised by The Super Saturday Program board, volunteers and/or teachers. This release must be given to the Teen Advocate prior to or on the first day of the term.

\_\_\_\_\_  
**Teen Printed Name**

\_\_\_\_\_  
**Teen Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent/Guardian Printed Name**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**