In consideration for participation in the program and program dates stated above at the University of Wisconsin-Green Bay (UWGB), I hereby acknowledge understanding and compliance of the requirements set forth below and within the provided Camp Manual.

1. CRIMINAL BACKGROUND CHECK
   A criminal background check ("CBC") is required for all individuals who will have direct interaction with minor participants in the activity that I will be engaged with. I hereby state I have complied with this requirement prior to the program start date and a Criminal Background Check is on file for me with the Program Sponsor.

2. PROHIBITED CONDUCT
   I have read and acknowledge the Prohibited Conduct with minor participants outlined in Appendix A.

3. REPORTING RESPONSIBILITIES FOR INCIDENTS
   I have read and acknowledge the Reporting Requirements outlined in Appendix A.

4. EMERGENCY PLAN
   I have read and acknowledge the emergency and safety requirements outlined in Appendix A.

5. VIOLATION OF AGREEMENT
   I accept, understand, and assume that there is a risk of injury in this Activity, due to the physical nature of the Activity, including but not limited to falls, contact with other participants, or struck by thrown, batted, or kicked balls. Attendee agrees to follow all instructions and to wear all necessary, recommended, and appropriate protective gear and equipment.

   I understand that this Activity is neither administered nor sponsored by University of Wisconsin-Green Bay and this activity is outside the scope of my employment with the University. I agree to release, hold harmless, and indemnify University of Wisconsin-Green Bay, its governing board, its officers, its employees, its agents, from any and all claims and liability arising out of the Activity.

   Violations of any of the above provisions as determined by UW-Green Bay at its sole discretion shall constitute a breach of this agreement and provide any or all of the following remedies; removal of any participants conducting themselves in a manner deemed unsafe or unacceptable to UWGB; temporary suspension of the activity; termination of this Acknowledgement of Responsibility.

   By signing of this Acknowledgement of Responsibility, I signify my agreement with these terms, and will abide by the responsibilities stated herein. I further agree to fully indemnify and defend UWGB from any action stemming from a violation of these terms.

   Date: __________________________ Name (Printed): __________________________

   Signature __________________________
LETTER OF ACKNOWLEDGEMENT HANDOUT

PROHIBITED CONDUCT

Prohibited Conduct is considered any conduct according to University’s Title IX | Compliance & Integrity (wisconsin.edu) and the following prohibited behaviors:

- Staff should never be with a camper in a one on one setting. If accompanying a single child to a restroom, check first for suspicious activity in the restroom, then exit and permit the child to use the restroom alone.
- Inappropriate use of cameras, imaging, or digital devices prohibited. Use of such devices capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants is prohibited.
- Conduct that violates the law (e.g., child abuse, child sexual abuse, protected class discrimination, emotional abuse, hazing, indecent exposure, child pornography, neglect, physical abuse, sexual abuse, and sexual harassment)
- Conduct that violates UW System policies
- Actions that are found to constitute Bullying or Grooming
- Infringement on privacy of Youth Participants in situations where they are changing clothes or taking showers except in situations where health and safety are required. Adults must respect the privacy of minors in situations such as changing clothes and taking showers, whenever possible. Intrusions are permitted only to the extent that health and safety require. Adults must protect their own privacy in similar situations. In the case of adults supervising minors overnight, other than the minor’s own parent, guardian or family member, an Authorized Adult should not enter a minor’s room, bathroom facility, or similar area without another Authorized Adult in attendance, consistent with the policy of not having one-on-one contact with minors.
- Adults showering, bathing, or undressing with or in the presence of Youth Participants. Designated Adults will be aware of other adults in the vicinity to monitor this prohibited conduct.
- Use of such devices capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants
- Use of alcohol when engaged in Covered Activities
- Any conduct that is outside of NCAA Recruitment Compliance.

REPORTING RESPONSIBILITIES FOR INCIDENTS

All Incidents with minors shall be reported immediately to executive leadership. All youth programming participants, families, and staff are to immediately report to the UWGB Public Safety at 920-465-2300, including but not limited to:

- Incidents of serious physical harm requiring professional medical attention.
- Suspicious or inappropriate behaviors to campus law enforcement.
- Incidents involving sexual assault and/or misconduct of a minor must be immediately documented and escalated to the institution’s Precollege Liaison and Title IX coordinator.
- All staff members, employees or agents of the event organization have been advised of their obligations under Executive Order 54 and are aware of their duty to report any Incident.
- All employees who will be present on the UWGB campus have been advised of their obligations to report an Incident or threat of child abuse or neglect, or learn of an incident or threat of child abuse or neglect.
EMERGENCY PLAN
I will abide by the Escalation Matrix/Safety Plan that includes emergency preparedness protocols based on the event’s level of risk. Other Safety protocols required for training include, but are not limited to:

COVID-19 POLICIES AND PROTOCOLS
1. The CAMP must adhere to any COVID-19 policies and procedures that are in place at the time of the event. These procedures MAY include:
   a. Proof of vaccination or negative COVID-19 test (within 3 days prior to camp)
   b. Daily health assessments
   c. Mandatory mask wearing
   d. No parents allowed at camp

2. These policies are currently being revised by campus leadership every 3 to 4 months. Therefore, we might not know what these policies are until we get closer to the scheduled event.

ESCALATION MATRIX

| Incident Reported | Determine Severity Level | Contact
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral or Minor Event</td>
<td>Contact Next Level of Leadership</td>
<td>Emergency [Physical Harm or Facility Endangerment] 920-465-2300 or 911</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position</th>
<th>Responsibility</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counselor OR Program Facilitator</td>
<td>▪ Report behavioral problems or physical injuries.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Contact 911 for serious events and then report to Head Counselor.</td>
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</tr>
<tr>
<td></td>
<td>▪ Stay with individual until help arrives.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Fill out Incident Report.</td>
<td></td>
</tr>
<tr>
<td>Head Counselor or Staff/Volunteers</td>
<td>▪ Contact 911 if emergent.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Contact parent or legal guardian.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Contact Counseling Center for suicide or identified EO 54 reporting requirements.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Contact Program Facilitator.</td>
<td></td>
</tr>
<tr>
<td>Counseling Center</td>
<td>Assess minors in need.</td>
<td>920-465-2380</td>
</tr>
<tr>
<td>Emergency Response</td>
<td>Responds to emergencies.</td>
<td>920-465-2300 or 911</td>
</tr>
</tbody>
</table>

SAFETY
Safety protocols required for training include, but are not limited to:

- Adhere to the Safety Plan protocol for emergency situations and mandating reporting requirements.
- USER staff will provide non-emergency transportation to a local health care facility if needed during daytime sessions.
- A minor may not be released to any person who has not been previously authorized by the parent or legal guardian.
- Minor serving staff may not consume alcoholic beverages or any non-prescribed controlled substance specified on the premises of the program, or be under the influence of the same during the program’s hours of operation.
- Lost participant protocols
- Water safety and supervision (if applicable)
- Designated Individual may not provide care to minors more than twelve (12) hours in any twenty-four (24) hour period.
### SAFETY ISSUE

#### CONTACT

<table>
<thead>
<tr>
<th>Incident</th>
<th>Details</th>
<th>920-465-2300</th>
</tr>
</thead>
</table>
|          | An Incident Report is required for:  
- Facility or non-physical safety issues  
- Behavior issues or accidents not involving physical harm  
- Incidents of physical harm requiring professional medical attention.  
- Suspicious or inappropriate behaviors to campus law enforcement.  
- Incidents involving sexual assault and/or misconduct of a minor must be immediately documented and escalated to the institution’s Precollege Liaison and Title IX coordinator. All programs must keep an incident reporting log that is monitored by the Safety & Emergency Manager.  
All IR's must be complete and filled in the Head Counselor or Program Facilitator office by 8 a.m., if the incident occurred the previous night. | Or 911 |

<table>
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</table>
|          | Do not move the person unless there is:  
- Fire, danger of fire or explosion  
- Danger of asphyxia due to lack of oxygen  
- Risk of drowning  
- Risk of traffic hazards  
- Exposure to cold or intense heat  
- Possibility of injury from collapsing walls or buildings  
- Electrical injury | |

<table>
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<tr>
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</table>
|          | Emotional emergencies are when a student threatens or attempts suicide, is in a serious depression, acts bizarre, is incoherent or very confused  
- Someone should stay with the student.  
- Contact the Head Counselors by phone; if not reachable, call the SOA on duty.  
- Call 911.  
- Head Counselors or the SOA on duty will contact the Counseling Center immediately if it is a suicide or abuse case.  
- Fill out an incident report.  
- Head Counselor or Program Facilitator will contact parents. | Notify Head Counselor or Program Facilitator or call 911 |

<table>
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|          | Physical emergencies are when a camper has become very ill, lost consciousness, has difficulty breathing, has ingested poison, has severe bleeding or other situations of serious proportions.  
- Take any appropriate first aid action  
- Immediately call the Green Bay rescue squad (911). They will contact Public Safety.  
- Contact the Head Counselor or Program Facilitator  
- Stay with the student until help arrives.  
- Fill out an incident report.  
- Head Counselor will contact parents. | 911 |

<table>
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</tr>
</thead>
</table>
|          | All non-emergency transports must go through the Head Counselor's Office. Parents will be called before the child is taken to the hospital.  
- Electrical injury  
- If a camper needs to be taken to the emergency room, make sure you have an accident claim form (the doctor must complete this before you leave) and the camper's health form. The floor counselor will be taking their camper(s) to the hospital if needed.  
- Go to St. Vincent hospital emergency room (directions below). Keep track of your mileage.  
- Call the Head Counselor's Office to check in after you arrive.  
- Upon return, fill out an incident report. Give both the accident claim form and the incident to the Head Counselor.  
Directions to St. Vincent Hospital  
- Take University Ave. to Webster Ave.; turn left onto Webster and proceed down Webster to Van Buren St.; St. Vincent should be right there on the corner.  
- The phone number for the emergency room is 920-433-8383.  
Insurance issues: If after talking with a parent they don't want their child taken to St. Vincent but to another hospital in Green Bay:  
- Transport the child to the specified hospital but the parent takes over once we arrive.  
- The counselor returns back to campus.  
- The parent will check in the child either before midnight or the next morning. | |