

**BOYS & GIRLS CLUBS**

OF THE MIDLANDS

OMAHA • CARTER LAKE • COUNCIL BLUFFS

***BGCM* - *Member Supervision Policy***

Club activities should be under continuous supervision by a Club staff and should maintain reasonable ratios when supervising youth.

BGCM Recommended Ratios:

|  |  |  |
| --- | --- | --- |
| Activity Type | Staff | Youth |
| Drop-in | 1 | 15 |
| Instructional | 1 | 15 |
| Group Clubs | 1 | 15 |
| Teams | 1 | 15 |
| Day Camp | 1 | 15 |
| Day Trips | 1 | 15 |
| Overnight | 1 (with minimum of 2 adults) | 13 |
| Swimming | 1 Lifeguard | 20 Swimmers |
| Swim Field | 1 Spotter (with lifeguard present) | 10 Swimmers |

Boys & Girls Clubs of the Midlands is committed to providing a safe environment. As such, all Club activities shall be under continuous supervision by a Club staff.

**Staff shall not:**

* Use electronic devices such as cell phones, PDAs, or other communication devices for personal use while supervising Club members.

**Staff shall:**

* Abide by all BGCM policies and procedures.
* Ensure at least 2 staff are present on site when supervising Club members.
* Maintain proper ratios at all times.
* Be trained on appropriate supervision tactics and behavior patterns.
* Ensure all volunteers are supervised by an adult staff member.
* Immediately notify their Club Director and/or submit a written Incident Report detailing supervision issues or incidents.
* Ensure all Incident Reports prepared by that Staff member are sent to COO.
* Ensure all exceptions to this policy are approved by the COO prior to the Club activity.
* Understand that volunteers are never to be considered staff and are not included in supervision ratios.