

MEMBER SUPERVISION POLICY

Objective:

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 member.

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.

DEPARTMENT:	Human Resources	POLICY TITLE:	Member Supervision Policy
EFFECTIVE DATE:	01/2024	APPROVAL DATE:	01/2024
APPROVED BY:	BGCA	REVISION DATE:	10/10/2025