



Student Paperwork Instructions For Parents & Guardians

Step 1: Use the Trip-Specific Link to Sign Up as a Participant/Guardian of Student

- o Your Trip Leader will send you a **trip-specific link** to sign up for your group's YouthWorks trip on Go.YouthWorks.Com.
- o *Students* who are 18+ should still sign up under "parent/guardian of student."

Step 2: Complete Your Participant Release Form & Youth Covenant

- o With your student(s), read through the entire Youth Covenant before signing. If you or your student(s) have any questions, connect with your Trip Leader to get those questions answered before signing.
- o Please be specific and detailed with allergy information and/or dietary concerns on the Release Form.
 - Your Trip Leader has access to a **Basic Meal Plan & Allergy Info document**. Connect with them for more information on how we navigate allergies and dietary needs at YouthWorks. **We recommend that participants with severe allergies or special dietary needs bring supplement food for the week.**
- o If you have another student from your household coming on the trip, click "Add Another Student" to fill out their forms.
 - **This section is only for students from your household.**
 - If you have another student attending a *different* YouthWorks trip, fill out their paperwork through the trip-specific link for *that* trip.

Step 3: Download & Complete Site-Specific Documents from Go

- o Download the **Site-Specific Waiver Packet** from Go.YouthWorks.Com (available in May).
- o Print and fill out this packet.
 - This packet is made up of waivers and release forms from community partners where your student(s) may or may not serve during the mission trip. Completing the entire packet before the trip will set your student(s) up for any service opportunity during the trip.
- o **Every individual going on the mission trip needs to have a physical completed packet.** If you have more than one student in your household, each one will need their own packet.
- o Turn in completed packets to the Trip Leader before the trip.

Step 4: Check Out Theme & Community Info on Go

Starting in the spring you will have access to community-specific information and summer theme information on Go.YouthWorks.Com. Read through these resources to learn more about your student's mission trip.

Background Check

We require that a background check be completed on all participants 18 and older (adult or student). Your Trip Leader will handle the details around this process.