



# **Lighthouse**

FAMILY RETREAT

Volunteer Agreement  
Safety & Security Policy  
Illness Guidelines

## Volunteer Agreement

Thank you for serving as a volunteer with Lighthouse Family Retreat (LFR). We cannot strengthen families living through childhood cancer without people like you. In order to serve with Lighthouse, we ask you (and your family, team or anyone serving with you) to read and accept the Lighthouse Volunteer Agreement. As a volunteer with Lighthouse, you are representing the ministry of Lighthouse as a Christ-centered organization. This Agreement is in place to ensure a safe and positive reputation that is above reproach and upheld at all Lighthouse retreats. We recognize you may have differing personal convictions but ask that you adhere to the following while participating in a Lighthouse Retreat.

First and foremost, as a Christ-centered organization, we ask all volunteers to honor the Lighthouse mission and values while participating in all Lighthouse programs.

### **HONOR and SERVE OTHERS**

- We consider each retreat a domestic mission trip and ask that you demonstrate a “serve others first” attitude with your mind, heart, and actions serving at any Lighthouse event.
- Keep a flexible attitude, set aside personal preferences, and honor the other participants and staff.

### **FINANCIAL SUPPORT**

- If my application is accepted, I commit to the financial cost and deadlines outlined for my retreat.
- I commit to fundraise/pay the \$250 **non-refundable deposit** and understand my place on retreat is not reserved until the deposit is received by Lighthouse.
- I recognize my presence is counted on for retreat and will make every effort to avoid last-minute cancellations. (We understand, unavoidable circumstances do happen, so please let LFR know right away if you are not able to attend retreat.)
- If I must cancel less than 30 days from retreat, I recognize there are financial costs that cannot be cancelled and commit to raise my minimum toward the retreat. (*Extenuating and emergency circumstances are addressed on a case-by-case basis.*)
- I understand any funds raised in excess of my goal will go to support the ministry/retreat costs.

### **TIME**

- I commit to attend all pre-retreat training, read all communication regarding my retreat, and watch training resources.
- I commit to the dates, locations, and times of my retreat. I understand that my presence is expected and counted on for the entire retreat.

### **STANDARDS I commit to the following...**

- **Honor and uphold the values of Lighthouse Family Retreat.**
- Complete/ pay for the background check required by Lighthouse to serve on retreat.
- Not consume or purchase any form of alcohol or tobacco (including cigarettes, vaping or e-cigarettes) for myself or anyone during retreat (including at meals/ activities off property and/or in the privacy of your room)
- Ensure my appearance/ dress, language and behavior honor the values of Lighthouse (please see packing list for recommendations).
- Honor to the "2 Adult Rule" When supervising a child who is not related to in a private setting, make sure to always be with another non-related adult. This means at no time should you be alone with only one child on retreat (unless they are a member of your family).
- Will not share medical advice with the families I am serving
- Protect the privacy of the families participating with LFR and use discretion with social media. (no specific info on diagnosis/cancer journey, and ask permission before sharing any personal information about another participant)
- Meet families where they are, understanding the families we're serving may not share the same beliefs and be respectful of their personal beliefs
- Not bring firearms, alcohol, drugs, or pets on retreat with me under any circumstances

### **HOUSING CONSIDERATIONS**

- As a domestic mission trip, housing is often shared by two or more volunteer families/ groups/individuals in order to reduce costs and foster community among volunteers
- Husbands and wives are provided their own room with a bed, but may have their children in the room also
- Children and students 17 years of age and under may not have a bed, and will need to come prepared with sleeping bags etc.

Thank you for partnering with us to serve with Lighthouse Family Retreat! You received an email from our team regarding the code of conduct where you signed and agreed to each of the above items in order to participate on retreat.

Each retreat is a mission trip, which means it's all about *servicing others*. We have the opportunity to set ourselves aside and be the hands and feet of Christ to families walking through one of the greatest challenges any of us can imagine.

**BACKGROUND CHECKS:** All volunteer and leader adults (anyone over age 18) must complete and pass a background check through Lighthouse.

**ALCOHOL AND SMOKING:** We ask that you abstain from using the following during the retreat: alcoholic beverages, illegal drugs, recreational marijuana, vapes, firearms, knives, fireworks, or explosives. This includes while in your housing or off property.

**TWO ADULTS PER CHILD:** When supervising a child who is not related to in a private setting, make sure to always be with another non-related adult. This means at no time should you be alone with only one child on retreat (unless they are a member of your family). For example, if you are taking a child or children to the bathroom, bring another adult volunteer or leader with you that you are not related to. This rule applies when entering a condo as well. This protects the families we serve, as well as you.

**TRANSPORTATION:** You are not allowed to drive any Retreat Family members in your car. Our staff will try to arrange transportation for them if necessary.

**POOL:** It is your responsibility to carefully watch any children at times when their parents are not present. If children are in the pool, you and your co-leaders need to be in the pool. Remain within arm length of children swimming. Please remind kids to not run on the side of the pool and not to dive headfirst.

**OCEAN/GULF:** Children may only go into the ocean with their parent or designated guardian present, not with volunteer families.

**HOUSING COMMUNITIES:** Lighthouse takes place in communities where we will encounter people on vacation or in their own homes or condos. We ask that you please conduct yourself in a way that reflects positively on Lighthouse. We also hope to leave all housing in great condition by the end of the week, so please help us by keeping your accommodations pristine, and report anything that seems out of the ordinary to your Logistics Lead as soon as you notice it. Some of our locations include housing that is located in a tower with balconies. It is very important that you are careful not to allow anything to fall from your balcony. Please do not hang towels or anything else that might fall accidentally, and keep in mind that some of the communities can request that you leave if you do not abide by this guideline.

**CONCERNS:** If you have any concerns about a Retreat Family or volunteer, please notify your Lighthouse Staff Lead on retreat.

Thank you for serving with us this year and we look forward to seeing you!

## ILLNESS GUIDELINES AND WAIVER

Our top priority is the safety and security of the families we serve and our volunteers while preserving our mission of shining the light of Christ and strengthening families. Because we serve families with children with compromised immune systems, we want to be extra cautious with any symptoms or illnesses.

### SYMPTOMS AND ILLNESSES

- Fever
- Sore throat
- Cough or respiratory issues
- Persistent headache
- Vomiting, diarrhea, or other gastrointestinal issues
- Flu
- COVID
- Strep
- Highly contagious viruses

Please note that this list does not include all symptoms and illnesses; please notify our team if you are experiencing any symptom or illness that may require evaluation before participating in activities with immunocompromised children.

### WHAT DO I DO IF I AM EXPERIENCING SYMPTOMS?

- **PRE-RETREAT** If you are experiencing any of the above symptoms, please immediately reach out to your retreat leader before departing for retreat. Our team will advise you on the next steps.
- **ON RETREAT** If you develop any symptoms while on retreat, you will not be allowed to join any retreat programming until our on-site Medical Lead evaluates you. The LFR staff team, at their sole discretion, can choose to quarantine you (and your family) or request you visit a local medical office to be tested for highly contagious illnesses (i.e., strep, flu, COVID, etc.) before being allowed to rejoin retreat.

### WHAT DO I DO IF I TEST POSITIVE FOR A LISTED ILLNESS?

- **PRE-RETREAT** In the event of a positive test result (of any of the above-listed illnesses) for any member of your household, please reach out to your retreat leader prior to departing for retreat. You (and your family) will not be able to attend the retreat until you've been medically cleared to reintegrate with immunocompromised families and are no longer contagious. Being medically cleared will be determined by our staff, medical leads, your primary care doctor, and/or public health officials.

- **ON RETREAT** In the event of a positive test result, you (and your family) will be quarantined or asked to leave the retreat to prioritize the safety of our families living through childhood cancer.

### **COVID RESPONSE**

Our team will continue to follow CDC, state, and local health guidelines related to COVID. Please note that we do not require any of our participants to be vaccinated in order to attend the retreat.

### **LIABILITY WAIVER AND RELEASE OF CLAIMS**

RELEASE AND WAIVER. I HEREBY RELEASE, WAIVE, AND FOREVER DISCHARGE ANY AND ALL LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE AGAINST LIGHTHOUSE FAMILY RETREAT AND ITS AFFILIATED PARTNERS AND SPONSORS, INCLUDING IN EACH CASE, WITHOUT LIMITATION, THEIR DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS (THE "RELEASED PARTIES"), EITHER IN LAW OR IN EQUITY, TO THE FULLEST EXTENT PERMISSIBLE BY LAW, INCLUDING BUT NOT LIMITED TO DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE, FAULT OR CONDUCT OF ANY KIND ON THE PART OF THE RELEASED PARTIES, INCLUDING BUT NOT LIMITED TO DEATH, BODILY INJURY, ILLNESS, ECONOMIC LOSS OR OUT OF POCKET EXPENSES, OR LOSS OR DAMAGE TO PROPERTY, WHICH I, MY HEIRS, ASSIGNEES, NEXT OF KIN AND LEGALLY APPOINTED OR DESIGNATED REPRESENTATIVES, MAY HAVE OR WHICH MAY FROM NOW ON ACCRUE ON MY BEHALF, WHICH ARISE OR MAY HEREAFTER ARISE FROM MY PARTICIPATION WITH THE ACTIVITY.

### **ASSUMPTION OF THE RISK**

Participation in LFR retreats includes possible exposure to an illness from infectious diseases. While rules and personal discipline may reduce this risk, the risk of severe illness and death does exist.

As a volunteer, I recognize that my participation, involvement and/or attendance at a Lighthouse Family Retreat is voluntary. By signing below and attending and/or participating in retreat, you are deemed to have given a full release of liability to the released parties to the fullest extent permitted by law.

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Thank you for partnering with us to serve with Lighthouse Family Retreat! You received this form via email where you signed and agreed to each of the above items in order to participate on retreat.