

Policy of
Greenville Woodworkers Guild, Inc.

Title: Youth Education Program	Policy No.: 23 Revision: 1 Date Adopted: Nov 11, 2013 Resolution: 2013-40 Date Effective: Nov 11, 2013
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Governing of the Youth Education Program is set forth herein.

Statement of Policy:

It is the mission of the Greenville Woodworkers Guild to:

- provide a safe learning and working environment in a dedicated area of the Education Center for use of the youth education program participants,
- support developmentally appropriate practices and activities by which young woodworkers can work to develop skills and construct projects that exemplify an age appropriate understanding of woodworking and,
- assist in the promotion of the physical, cognitive, social and creative development of the young woodworker as it relates to woodworking.

Reason for Policy:

The Greenville Woodworkers Guild has an approved Youth Education Program. It is necessary to have a policy that will guide it and support the overall Bylaws and Policies of the Guild

Policy Requirements:

The Guild Youth Education Program consists of the following: Beginning Woodworkers (ages 7-12), Teen Woodworkers (ages 13-17), Boy Scouts, Girl Scouts, Charter School Senior Project and Individual Mentoring program.

The Guild Youth Education program mentoring is to take place at the Education Center in areas approved for youth mentoring. Any mentoring off-site of the Education Center or in an area not approved for youth mentoring is not a sanctioned activity of the Guild or its programs and any member who undertakes such activity assumes any and all responsibilities inherent within and relieves the Guild and its officers from any liability inherent within.

No member or guest can conduct instruction of a minor in the use of hand tools, stationary power tools or hand power tools on Education Center premises unless he or she is an approved mentor in the Youth Education Program and conducting an approved Youth Education Program class.

Students, mentors, parents/legal guardians and designated adults must adhere to and comply with all Bylaws, Policies, Rules and Regulations of the Greenville Woodworkers Guild as well as the individual program Rules and Regulations.

A student and/or family need not be a member of the Guild.

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A parent or legal guardian of the student must complete and sign a Registration Consent Form and a Liability Release Form prior to the student's participation in the program. A Troop Leader's signature is not an acceptable substitute for a parent or legal guardian's signature.

Fees for classes will be determined by program mentors, be based on costs of materials and be consistent with fees charged by other community youth programs.

Each child in the Beginning Woodworkers program must be accompanied by his or her own adult at all times while on the premises of the Education Center. (If a parent enrolls one child, one adult must be present. If a parent enrolls two children in the same class, then two adults must be present - one for each child, and so on.) The adult(s) must be either a parent, legal guardian or an adult designated by the parent to attend the class with the child. Students must be present in class to complete projects. If cancellation is received within 48 hours and the class space can be filled, the fee will be returned.

A student in the Beginning Woodworkers program can advance to the Teen Woodworkers program prior to the age of 13 if that student exhibits knowledge, skill and maturity that would warrant his or her promotion. The student must be recommended for said advancement by the Beginning Woodworkers program mentor(s), be approved by the Teen Program mentor(s) and submit a Registration Consent Form signed by a parent or legal guardian.

Each student in the Teen Woodworkers program must be accompanied to the Sign In/Out desk by the parent or legal guardian. No student is to be dropped off in the parking area. All students must be picked up promptly at the end of the class. All students must be under the supervision of the assigned mentor at all times while on the premises of the Education Center.

Each student in the Boy Scouts and Girl Scouts program must be in the company of a Scout Leader and/or parent/legal guardian at all times while on the grounds of the Education Center.

Students participating in Boy Scouts and Girl Scouts education programs will receive classroom instruction and demonstration as per guidelines set forth by the program mentors.

Students may be trained and certified in the safe and proper use of power tools at the discretion of the program mentor(s) and can only operate said power tools under the direct supervision of the mentor overseeing the program in which they are enrolled.

No student is to operate a stationary power tool except students participating in the Teen or Charter School Senior Project program or "specific skill" mentoring programs approved by the Educational Activities Committee. These students must be instructed in the safe and proper use of said tool and certified to use such tool only under the direct supervision of the assigned mentor.

Students must receive instruction and certification on safety and first aid relevant to the program in which they are enrolled.

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A Youth Education Program mentor must be a member in good standing of the Greenville Woodworkers Guild.

Youth Education Program mentors must consent to a background check, complete an interview and participate in an in-service program to be determined by the Vice President of Educational Activities prior to assuming mentor duties.

Approved mentors can instruct individual students on Education Center premises after application is made to the VP of Educational Activities and a Registration Consent Form and Liability Release Form have been completed by the parent or legal guardian of the student.

Mentors and students are subject to dismissal from the program in which they are enrolled if the Policies, Bylaws, Rules and Regulations of the Greenville Woodworkers Guild and the Youth Education Program are violated by mentor, student and/or parent, legal guardian or designated adult. Dismissal must be preceded by a review by the VP of Educational Activities.