



# Youth Event Travel Guidelines For Parents/Guardians

*(Please note that this only applies to national youth events sponsored by the UUA; it does not include General Assembly, where this supervision is the responsibility of each youth attendee's sponsor.)*

We appreciate the trust and care you put in the UUA when you agree to your youth attending one of our events. Our event travel policies and practices revolve around making sure the youth in our care are kept safe in their experiences and journeys.

First of all, we provide "Flying Alone Guide for Youth" (PDF: [https://www.uua.org/sites/live-new.uua.org/files/flying\\_alone\\_guide\\_for\\_youth.pdf](https://www.uua.org/sites/live-new.uua.org/files/flying_alone_guide_for_youth.pdf)), with lots of tips and situations youth can expect, as well as who they should ask for if they ever feel uncomfortable or something happens. It's helpful for youth using other modes of transportation, too.

The cell-phone numbers of adults staffing that event are provided to parent(s)/guardian(s) and the youth attendees, so that if anything goes wrong on the trip the staff can be reached directly. We also encourage youth to write the names and numbers down on a piece of paper and carry it on their person, in case their cell-phone runs out of power.

Your youth may be added to a group message/chat with other event participants. This chat will be monitored by UUA staff or event facilitators designated by UUA staff. Youth who choose not to or cannot participate in the group chat will receive regular updates on the group chat's contents. No vital information (such as deadlines about forms or travel plans) will be provided through group chat alone. Participants are given communication guidelines that include acting collegially and inclusively, just as you would IRL (in real life). The chat may continue after the event is completed, but will no longer be monitored by UUA staff.

All youth are met by pre-arranged UUA staff at the station of their arrival, and the staff carry a sign with the UUA logo on it and introduce themselves, so they are identifiable. If the youth is traveling by plane, then we arrange to meet them at the baggage claim area for their flight; if by bus or train, then inside the station. If they are being driven by car, there is always a UUA staff person at the venue and we make sure that we know who will be dropping off and picking up.

After being met at their travel arrival location, youth are either escorted on public transportation or shuttled/car-pooled to the venue with a UUA staff member (travel is fully paid by the UUA). We follow standard Safe Congregations practices, so there is always at least one other person present (and preferably an additional adult/UUA staff).

During the entirety of the event, youth are always escorted by UUA staff, who arrange all transportation necessary (fully paid by the UUA).

At the lodging location (hotel, church, camp, etc.), there will always be at least two adult staff designated by the UUA staying there also; the youth know the name and location/room number of those adults, in case of night emergencies. Youth are assigned one per bed, usually in same-gender rooms based on the gender they provided on their application. Those who are transgender or non-binary are asked which gender they are most comfortable rooming with, and given the opportunity to room alone if that is their preference. Special circumstances (such as differently abled/neural, allergies, snoring, youth of color preferring to room with other youth of color, etc.) that may require a different lodging arrangement as shared by the youth and/or parent/guardian ahead of time are always considered seriously.



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The consent/release form that you signed (if your youth is a minor; if not, the youth will have signed it) is stored at an online location that is secure to HIPAA standards, and only accessible to all UUA staff during that event; it is removed from contracted-staff accessibility after the event and stored on a secure server. All UUA staff for that event are required to be able to electronically access the forms at any time, in case of medical emergency.

On departure, youth are escorted to the security line for their gate, watched as they go through security, and then UUA staff depart after the youth has waved that they are through security successfully. A UUA staff member then remains in the area until the last plane takes off, just in case there is a significant delay or cancellation. The same procedure is used for train or bus travel, without the security line.

As always, if you have any specific questions, concerns, or issues that will help make your youth's experience more meaningful and safe (and will give you peace of mind!), please contact the UUA Office of Youth and Young Adult Ministries at [youth@uua.org](mailto:youth@uua.org) or 617-948-4355. We're always eager to talk with you.