



# Notification of Parents/Guardians *FIRST* Guidelines for Parents

A Lead Coach/Mentor should send a notice that incorporates the information below to a parent/guardian of each Team member within 30 days of the child joining their *FIRST* Team.

Greetings,

We are confirming that:

- your child (name) \_\_\_\_\_
- is now a member of *FIRST* Team # \_\_\_\_\_ Team Name \_\_\_\_\_
- hosted by (name of school/organization) \_\_\_\_\_
- the Team will be meeting at (list all organizations/addresses where Team may meet regularly, noting if it is a private home):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Our Team will hold a Safety Meeting that will include an age-appropriate training film about avoiding safety risks including child abuse and molestation; you are welcome to view the video in advance by contacting one of us and you are encouraged to attend the Safety Meeting — we will notify you of the date and time.
- Our Team may work with student mentors who are older than your child; we will provide you with specific information about the role of these student-mentors and our oversight of their involvement upon request.
- You understand that you, as the Team member's parent/guardian, are fully responsible for arranging transportation, and supervising the manner in which your child travels, to and from places where the Team meets, and for informing one of us as the Team Lead Coach/Mentor of any restrictions you wish to place on your child's access to, or dismissal from, the Team meeting place. We will try to accommodate any restrictions you may require and will inform you if we are unable to do so.

As part of its [FIRST Youth Protection Program](#), *FIRST* strongly encourages all parents/guardians of Team members to: be aware of how *FIRST* programs are conducted; participate in Team activities; and, read [FIRST Guidelines for Parents](#).

Please contact us at \_\_\_\_\_ for information about our Team's activities.

Sincerely yours,

\_\_\_\_\_  
Lead Coach/Mentor (Typed Name)

\_\_\_\_\_  
Lead Coach/Mentor (Typed Name)