



## **SPONSOR APPROVAL FORM**

**One form per participating church is REQUIRED.**

Church Name: \_\_\_\_\_

Church City: \_\_\_\_\_

BCNM Event: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Contact Person Phone: \_\_\_\_\_

**IMPORTANT UPDATE: All sponsors for BCNM events must be over 18 years of age. Minors are no longer permitted to serve as a junior sponsor. Some events have "staff in training" positions. However, the availability of this position is limited and under the discretion of the event director and BCNM staff. Please see additional documents regarding requirements, documentation, and necessary qualifications.**

**List ALL Sponsors 18 and older here:**

Sponsor 1: \_\_\_\_\_ Sponsor 2: \_\_\_\_\_  
Sponsor 3: \_\_\_\_\_ Sponsor 4: \_\_\_\_\_  
Sponsor 5: \_\_\_\_\_ Sponsor 6: \_\_\_\_\_

Check one box below:

We have checked the New Mexico Sex Offender Website [www.nmsexoffender.dps.state.nm.us](http://www.nmsexoffender.dps.state.nm.us) for the names above and these names are **NOT** present on the site. We have also checked the National Sex Offender Website [www.nsopr.gov](http://www.nsopr.gov) for the names above and these names are **NOT** present on the site.

----- **OR** -----

We have run background checks on the above names through an appropriate company and they have been cleared.

I acknowledge that our church has done the above background check (s) on all sponsors listed on this form. I further acknowledge that the above mentioned sponsors are active members of our church, in good standing.

\_\_\_\_\_  
Pastor/Authorized Church Leader Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

## BCNM Events: Staff in Training Guidelines

All sponsors for BCNM events must be over 18 years of age. Minors are no longer permitted to serve in the role of sponsor (i.e. junior sponsor). Churches attending BCNM events will need to provide the appropriate number of adult sponsors for the size of their group.

Some events may have a position called "staff in training" in which students under 18 years of age may serve and assist camp leadership in necessary tasks. However, those tasks do not include the supervision of other minors.

The availability of this position is limited in order to provide adequate supervision of all minors (which includes SIT) at these events. The event/camp director and/or BCNM staff has full discretion of whether or not "staff in training" are permitted at all or to what extent based on the needs and other considerations for each event.

The following are guidelines in place for any staff in training positions:

- Every student in this role is expected to demonstrate responsibility, maturity, and servant leadership. Students will also be expected to work hard. Their role is to help the event director and staff with the necessary tasks of the event.
- They will be expected to follow the code of conduct for the event. They are to set an example for the children at the event and should model Christ-like behavior. They should dress appropriately and should speak to others in a way that is uplifting.
- Staff in Training are NOT permitted to be alone with any children at any time. They are not sponsors and will not take on any tasks that require them to be the primary supervision for other children. Any tasks that require a student to assist with children will be done with an adult present.
- Staff in Training are NOT permitted to be alone with other SIT or staff members of the opposite gender.
- All Staff in Training are required to complete an application and provide two references which will be reviewed by the church first. Then, all forms will then be sent to the event director for review prior to approval.
- The church is responsible for
  - Confirming that the student is an active, church member in good standing
  - Confirming that the student has not been the subject of juvenile justice proceedings
  - Screening all SIT applicants to ensure that they model maturity, integrity, and servant leadership
- All Staff in Training will pay the required registration fee. Some events may have partial scholarships available, but scholarships are unique to each event. Most events will require the SIT to pay the full registration fee. Full scholarships will NOT be available for any event.
- Students will not be permitted to attend the event or camp without completing the approval process.

BCNM staff and event directors have full discretion to add guidelines or approval requirements based on the particular needs or concerns for each event. For example, some events may require proficiency in another language, a particular skill set, or some type of training certification.



# **VISITOR APPROVAL FORM**

**Please bring to camp registration**

**Anyone who is not a registered camper or sponsor and plans to visit their child or church group while they are at camp must submit the 'Visitor Approval Form' form at camp registration/check in. For the protection of the children at camp, if someone arrives at camp and has not been placed on the 'Visitor Approval Form', they will not be allowed into the campground. All visitors at Inlow or Sivells will need to make prior reservations and pay for any meals during their visit.**

Church Name: \_\_\_\_\_

Church City: \_\_\_\_\_

BCNM Event: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Contact Person Phone: \_\_\_\_\_

Arriving on Campus: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Purchasing a Meal: Breakfast Lunch Dinner None (**\$10 Per Meal, Per Person**)

**List ALL Visitors 18 and older here:**

Visitor 1: \_\_\_\_\_ Visitor 2: \_\_\_\_\_

Visitor 3: \_\_\_\_\_ Visitor 4: \_\_\_\_\_

Visitor 5: \_\_\_\_\_ Visitor 6: \_\_\_\_\_

Check one box below:

We have checked the New Mexico Sex Offender Website [www.nmsexoffender.dps.state.nm.us](http://www.nmsexoffender.dps.state.nm.us) for the names above and these names are **NOT** present on the site. We have also checked the National Sex Offender Website [www.nsopr.gov](http://www.nsopr.gov) for the names above and these names are **NOT** present on the site.

----- **OR** -----

We have run background checks on the above names through an appropriate company and they have been cleared.

**List ALL Visitors under 18 here:**

Have you been the subject of any juvenile justice proceedings or adjudications:

Visitor 1: \_\_\_\_\_ Age \_\_\_\_\_ Yes  No

Visitor 2: \_\_\_\_\_ Age \_\_\_\_\_ Yes  No

Visitor 3: \_\_\_\_\_ Age \_\_\_\_\_ Yes  No

Visitor 4: \_\_\_\_\_ Age \_\_\_\_\_ Yes  No

I acknowledge that our church has done the above background check(s) on all visitors listed on this form. I further acknowledge that the above mentioned visitors are active members of our church, in good standing.

\_\_\_\_\_  
Pastor/Authorized Church Leader Signature      Position      Today's Date