

## Soup's On! Rules for Safety of Minor Volunteers

1. Each group of minor (under the age of 18) volunteers will be accompanied to Soup's On! by no less than two of their own approved supervisors. Individual volunteers (those not in a group) must make arrangements with Soup's On! prior to their time of service so that two approved Soup's On! supervisors can be secured.
2. The minor volunteers must be in the presence of two approved supervisors at all times. For each venue of work (pantry, storage shed, gardens, etc.) there will be at least two approved supervisors, one of which must be provided by the visiting volunteer group itself. The other supervisors can be approved Soup's On! volunteers, except in the kitchen, where one approved supervisor from the visiting volunteer group is sufficient as long as there are other adult Soup's On! volunteers present.
3. An approved Soup's On! supervisor must have been a regular worker at Soup's On! for at least six months and must agree to and pass a screening process. That process may include an application process, checking of references, and a background check. No one will be considered an approved supervisor until the process is complete.
4. No minors will be allowed in the shower/laundry area during Soup's On! operating hours or when clients are present.
5. All minors will be accompanied to the bathroom by an approved supervisor. They will use the small bathroom between the preschool classrooms. The supervisor should inform a supervisor from another area that he is accompanying a child to the bathroom. He should then escort the child to the door of classroom 4 and wait outside the classroom while the child uses the bathroom. The adult should never enter the classroom or the bathroom with the child. This is the only time when a minor volunteer should be out of the eyesight of an approved supervisor. The child will then be escorted back to the work area.
6. No minor under 12 will be allowed to handle hot foods.
7. No minor will be allowed to work at Soups On! without a signed Parental Consent Form.
8. Parents who volunteer with their children will assume full responsibility for the supervision and safety of their child/children.
9. Any injuries incurred or suspicions of mistreatment of a minor volunteer should be reported immediately to the director of Soup's On! and to the Sterling Drive Church of Christ's church administrator, Diane Helke.