Below are general descriptions about how to manage minors in different situations and the appropriate steps and paperwork/forms needed for each. These descriptions are good for most iterations of any Sierra Club sponsored Outing, trip, activity, program or event with underage (under 18) participants.

**Note that including minors on an outing is at the leaders’ discretion.** New forms will be released in early-mid-2016.

**Family Trip**
This is a situation where both parents and children are present. The simplest version is when parents are on the trip with their child and are present to give permission for activities, and approve medical care. All participants can sign waivers prior to the start. The presumption here is that they will be together the entire time on the trip – if the child and parent are split up for a significant length of time or participating in different activities apart from each other, then this may be categorized as below.

Forms Needed:
- Signed Individual Waiver for minor by parent or guardian

**Guardian/Friend Trip**
Any trip where a friend/neighbor has another child with their own child on the trip, technically unaccompanied, but their legal parent or guardian is not present. The minor with no parent present must arrive with a waiver form signed by their parent, and a medical authorization form as well.

Forms Needed:
- Signed Individual Waiver for minor by parent or guardian
- Signed Medical Treatment Authorization and Consent Form for minor by parent or guardian

**Child Drop-off**
This is a situation where a parent or guardian drops off their child with another person at the beginning of the trip. They can bring a pre-signed waiver for their child along with a medical authorization form, or sign those forms right there when dropping off prior to the start of the trip.

Forms Needed:
- Signed Individual Waiver for minor by parent or guardian

- Signed Medical Treatment Authorization and Consent Form for minor by parent or guardian

**Youth Specific Trip**
This is a trip similar to the Inspiring Connections Outdoors (ICO) Outing example where a group of unaccompanied minors goes on a youth-specific group trip. In this case, all minors need two forms pre-signed by parents prior to the start of the trip: The waiver form signed by parents, and the medical authorization form. For these trips, all staff and volunteers need to have successful Background checks before the trip start, as well as Child Abuse Recognition and Prevention Training (CARP)

**Forms Needed:**
- Signed Individual Waiver for minor by parent or guardian
- Signed Medical Treatment Authorization and Consent Form for minor by parent or guardian
- Background checks for trip staff
- CARP training for trip staff

**Resource Links:**
- [Individual Waiver](#)
- [Medical Treatment Authorization and Consent Form](#)
- [Program Safety Page Minors Section](#)
- [Child Abuse Recognition and Prevention Training(CARP)](#)
- [Background Checks](#)

* please note that new forms will be released in early-mid 2016.