



Little Brother/ Little Sister / In-School Mentee / Group Program Application

Please consider this my formal request for service with Big Brothers Big Sisters of Saint John for the following program(s):

- Big Brother / Big Sister / Big Couple Group Mentoring Program
- In-School Mentoring (school/partner agency referral form also required for ISM & Group)

CHILD'S INFORMATION

Child's Name _____ Date of Birth _____ (day/mo/yr)

Gender Male Female Gender Independent

Address _____ City/Town _____ Postal Code _____

Home Phone _____ Cell Phone _____ E-mail _____

Medicare # _____ Expiry Date _____ (mo/yr)

Language(s) Spoken _____

School _____ Grade _____ Teacher _____

Emergency Contact _____ Phone _____

Relationship to Child _____

PARENT/GUARDIAN INFORMATION

Parent/Guardian #1

Name _____

Date of Birth: _____

Relationship Status _____

Tel (home) _____

Email _____

Home/Cell Phone _____

Work Phone _____

Employer(s) _____

Occupation _____

May we contact you at work? _____

If Guardian, relationship to child? _____

If unemployed: EI? Social Assistance? Disability? Student?

Other? _____

Parent/Guardian #2

Name _____

Relationship Status _____

Tel (home) _____

Address (if different) _____

Work Phone _____

Home/Cell Phone _____

Employer(s) _____



****If applying for the Big Brothers/Sisters/Couple program, please answer these questions! If applying for the In-School Mentoring or Group Mentoring Programs, these questions are optional****

Are you or your child involved with any other community agency? Yes No

Agency Name: _____ Agency Phone: _____

Agency Name: _____ Agency Phone: _____

What type of relationship does your child have with their other parent?

If you are a single parent with custody, what are the visiting rights of the other parent? Do they use these rights? What are the access arrangements?

Is the other parent aware of your application for the program? Yes No

If yes, what is their attitude? If no, why not?

GETTING TO KNOW YOUR CHILD

The information you provide will help us begin to understand your child which will help us find a good mentor. Please be sure to advise us of any changes in your home situation, such as address, phone number, or relationship status.

Is your child aware of this application?

Yes No

If yes, what was their reaction?

Why do you feel your child would benefit from a Big Brother/ Big Sister/ Mentor?

Why does your child want a Big or Mentor?



Please check any of the following characteristics that describe your child:

- | | | |
|-----------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> Friendly | <input type="checkbox"/> Withdrawn | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Outgoing | <input type="checkbox"/> Active | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Shy | <input type="checkbox"/> Helpful | |

Please check any of the following that describe your child's interests:

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> Cooking | <input type="checkbox"/> Animals | <input type="checkbox"/> Computers |
| <input type="checkbox"/> Music | <input type="checkbox"/> Arts/Crafts | <input type="checkbox"/> Video Games |
| <input type="checkbox"/> Board/Card Games | <input type="checkbox"/> Reading/Books | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Building (Lego) | <input type="checkbox"/> Movies/TV | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sports | <input type="checkbox"/> Talking | |

Does your child have any specific medical conditions, allergies or other concerns we should know about? If yes, please describe:

Is your child on any medication? Yes No

If yes, please explain: _____

What classes would you rather your child not miss? (In School Programs Only)

Please comment on your child's general state of health, physical, emotional or any behavioral concerns you may have.

CHOOSING A MENTOR

Is there anything you would like us to be aware of that would assist us in finding the right mentor for your child? If yes, please describe:

Is there any information you would like to add to this application that will assist us to serve your child's needs better? _____

YOUR INVOLVEMENT

****This section applies to the In-School Mentoring program only****

Although you do not have to be involved in any particular way, the following options are available to you:

- Your child will meet his/her mentor during the school day. If possible, would you like to be present when they meet the first time?
- Every child in the program participates in pre-match training. Would you like to receive a copy of the material prior to your child participating?
- Would you like to receive updates about the mentoring relationship?
- If you would like to be involved in some other way, please contact the Big Brothers Big Sisters office.

Comments or questions on the above

CONFIDENTIALITY

Just as we have to share information with you about the Mentor we select for your child, we need to share information with the volunteer about you and your child. Is there anything here that you do not want shared with a volunteer?

Yes No

If yes, please clearly state what you do not want shared:

Big Brothers Big Sisters conducts evaluations of their programs to ensure quality. Please note that your child's program will be evaluated this year. Your child may be asked questions relevant to the program they are involved with. Your consent has no bearing on when and whether your child is matched. It's your choice. If you have any questions or concerns, or would like more information about the evaluation, please contact the staff at Big Brothers Big Sisters of Saint John. **If you do not want your child's match relationship to be included in this evaluation, please check here ____.**

Parent/Guardian Signature

Date

Informed Consent – Parent/Guardian (In-School Mentoring Program Only)

I hereby make formal application to Big Brothers Big Sisters of Saint John to make available their service to my child. It is my understanding that the intention of the Agency is to match a responsible male/female adult(s), (minimum 18 years old, however, where appropriate supervision takes place, the volunteer may be younger), with my child for the purposes of shared activities, friendship and support. I understand that all efforts will be made to select a responsible Mentor who is compatible with my child.

In consideration for this service and other valuable consideration provided to my child by Big Brothers Big Sisters of Saint John, I release the agency of all responsibilities and liabilities in connection to their services provided in good faith, to myself or my child. I permit the agency to release any relevant information, including my personal information, to Big Brothers Big Sisters of Canada and their insurers, as may be appropriate in connection with any legal proceeding, inquiry or risk thereof.

I understand that the collection of personal information about me or my child will be held in strict confidence and is to be used solely for the purposes of administering the program. I further agree that information about my child may be shared, at the discretion of Big Brothers Big Sisters of Saint John, with my child's Mentor so that my child's needs in a Mentoring relationship may be best met.

I understand that I am under no obligation to accept a Mentor for my child, that the Agency is under no obligation to provide my child with a Mentor and that this application is the property of Big Brothers Big Sisters of Saint John. I also agree that my child will participate in the Pre-Match Training Program administered by Big Brothers Big Sisters of Saint John.

I HAVE READ AND UNDERSTAND THIS AGREEMENT. BY SIGNING THIS AGREEMENT, I ACKNOWLEDGE THAT:

I, _____, the parent/guardian of _____ hereby request Big Brothers Big Sisters service for my child. I give the agency my consent to assign a Mentor to my child. I am aware of and understand the risks, dangers and hazards associated with the above service and agree such service is suitable for my child.

Signed at _____ this _____ day of _____, 20____.

Parent/Guardian

Informed Consent – Parent/Guardian (Big Brother/Big Sister/Big Couple Programs Only)

I hereby make formal application to Big Brothers Big Sisters of Saint John to make available their service to my child. It is my understanding that the intention of the Agency is to match a responsible male/female adult(s), (minimum 18 years old, however, where appropriate supervision takes place, the volunteer may be younger), with my child for the purposes of shared activities, friendship and support. I understand that all efforts will be made to select a responsible Mentor who is compatible with my child.

In consideration for this service and other valuable consideration provided to my child by Big Brothers Big Sisters of Saint John, I release the agency of all responsibilities and liabilities in connection to their services provided in good faith, to myself or my child. I permit the agency to release any relevant information, including my personal information, to Big Brothers Big Sisters of Canada and their insurers, as may be appropriate in connection with any legal proceeding, inquiry or risk thereof.

I consent to Big Brothers Big Sisters of Saint John contacting any referring professionals involved with my family to obtain information for the purpose of assessing my application for a Mentor.

I further agree that all or part of the information herein may be shared, at the discretion of Big Brothers Big Sisters of Saint John, with my child's Mentor, and/or with the referring professional, so that my child's needs in a Mentoring relationship may be best met. I understand that the collection of personal information about me or my child will be held in strict confidence and is to be used solely for the purposes of administering the program.

I understand that I am under no obligation to accept a Mentor for my child, that the Agency is under no obligation to provide my child with a Mentor and that this application is the property of Big Brothers Big Sisters of Saint John. I also agree that I and my child will participate in the Pre-Match Training Program administered by Big Brothers Big Sisters of Saint John.

I HAVE READ AND UNDERSTAND THIS AGREEMENT. BY SIGNING THIS AGREEMENT, I ACKNOWLEDGE THAT:

I, _____, the parent/guardian of _____ hereby request Big Brothers Big Sisters service for my child. I give the agency my consent to assign a Mentor to my child. I am aware of and understand the risks, dangers and hazards associated with the above service and agree such service is suitable for my child.

Signed at _____ this _____ day of _____, 20____.

Parent/Guardian

Note: Release to share information with other professionals will expire within one year of the above date.



MEDIA CONSENT FORM – CHILD/YOUTH

Re: _____
Name of Child/Youth

I DO

I DO NOT

Hereby consent to:

- Big Brothers Big Sisters of Canada (National Office) and its associated member Big Brothers Big Sisters of Saint John the use of any photographs, audio and/or video recordings of my child or youth.
- These may be taken or produced by media personnel and/or National Office or Local Agency staff at recreational events or match outings, or otherwise authorized by the National President & CEO, local agency President/Executive Director/CEO or Board of Directors.
- This media may be used by Local Agency and/or by the National Office for purposes of promotional material including brochures, posters, newsletters, media information, advertisements, audio-visual productions and digital media, (such as the local agency websites and social media).
- Photographs or video productions may also be shared with community and school partners for program promotion.

Signature of Parent/Guardian

Date

Note: It is the parent/guardian's responsibility to notify the office if the status of this consent changes.

Program Information

What are the programs offered by Big Brothers Big Sisters?

- Programs include Big Brothers, Big Sisters, Big Couples, In-School Mentoring, In-School Teen Mentoring and Group Mentoring Programs
- We match children and youth in one-to-one relationships with caring and reliable volunteers.
- We make a difference in lives by providing a friend where one is needed.
- In the Big Brother/Big Sister/Big Couple program, we match children and youth from 6 to 14 years of age and support matches until the youth are 16 years of age.
- In the In-School Mentoring programs, we match children and youth in grades 1 to 8 and support those matches for their duration.
- In the Group Mentoring programs, we match youth from 11 to 14 years of age in small groups with 2 to 3 mentors for each group.
- Each time we pair a child with a volunteer we start something incredible - a life-changing relationship built on trust, friendship and empowerment.
- Our mentors teach by example the importance of giving and giving back, of staying in school, and of having respect for family, peers and the community.

How does it work?

Big Brother/Big Sister/Big Couple

- Once the application is received and the parent/child interviewed, the child will be placed on the agency's waiting list until a suitable volunteer is available.
- Each volunteer (called a Big) is matched as a friend to one child (called a Little). This could be two volunteers if the child is in the Big Couple program.
- The Big meets with his/her child in the community or in their home where they participate in activities together. The activities are those of interest to the child and affordable for the volunteer (every match is different).
- Visits are usually once a week; we use 3 hours as a guideline for time spent together, however, it ultimately depends upon the volunteer's schedule and availability. We emphasize, however, that some time is better than no time.

In-School Mentoring/In-School Teen Mentoring

- The In-School Mentoring Program is a joint partnership between Big Brothers Big Sisters, your child's school and school district.
- Referrals for the In-School Program are completed by a teacher who knows your child.
- Parents must then complete the application form. Once it is received the child will be placed on the agency's waiting list until a suitable volunteer is available.
- Each volunteer (called a Mentor) is matched as a friend to one child (called a Mentee).
- The Mentor meets with his/her child in the school. Visits take place during school hours for one hour a week for the school year. Visits outside of school hours are not allowed in this program.
- The Mentor and Mentee spend their time in ways that are of interest to the child (for example: physical activity, board games, reading, talking, drawing, crafts, etc.)
- It is important to remember that this program is not a tutoring program.
- The In-School Teen Mentoring program involves matching mentees with mentors from a local High School.

Group Mentoring Programs

- Group Mentoring Programs are joint partnerships between Big Brothers Big Sisters, your child's school and school district, or a community agency.
- Referrals for these programs are completed by a teacher/staff who knows your child.
- Parents must then complete the program permission form. Once it is received the child will be placed on the agency's waiting list until suitable volunteers are available.
- Each group mentoring program involves 2 volunteers (called Mentors) being matched to 8 children (called Mentees).
- The Mentors meet with their groups in the school or community agency. Visits take place during school/agency hours for approximately one hour a week for the length of the program. Visits outside of school/agency property are not allowed in these programs unless it is an agency approved activity.
- The Mentors and Mentees spend their time in ways that are in line with the particular program's goals.

Who are the Bigs/Mentors?

- Volunteers 18 years of age or older except for those involved in the In-School Teen Mentoring program.
- People who care about and enjoy spending time with children and can relate well to them.
- Reliable people who will keep their appointments with the child.
- People, who are screened, trained and supervised by BBBS staff.
- Volunteers are asked to commit themselves to this volunteer work for at least one year or one school year for the In-School Mentoring programs.

What is the role of a parent in the match?

- Complete and sign a Release of Information form before the program begins and provide information about the child's interests, needs and history so a suitable match can be made.
- Understand that there are a limited number of Bigs/Mentors available, that matches may not be possible for all children and that this program may not be the right service for all children.
- Consent to, support and participate in the mandatory Pre-match Training Program (Child Safety) with your child. This is not mandatory for parents of In-School Mentees or Group Programs but is strongly encouraged.
- Notice how the child reacts to the Big or Mentor's visits (do they look forward to them?).
- Report any concerns to the Mentoring Coordinator immediately.
- Support the child's friendship with the Big/Mentor by letting the child know that the parent is glad they are involved and by asking questions about their activities.
- Adhere to the mandatory match monitoring schedule for the program your child is matched in and provide honest feedback about the match when asked by the Mentoring Coordinator.
- Understand that Big Brothers Big Sisters is a charity and must rely on donations to exist and that the support of your child's match is not cost-free. We ask parents and Littles to help whenever possible with fundraising events and spreading the word about BBBS in the community.

How does matching happen?

- A parent completes all forms in the application package with their child.
- Once the package is returned to Big Brothers Big Sisters, further information may be collected from teachers or other community professionals who are involved with the child to help the agency learn as much as possible.
- The Mentoring Coordinator conducts an interview with the parent and the child and will visit the home to determine if the program is the right fit for the child. Home visits are not required for the In-School Mentoring program.
- Preference is given to children who have been waiting the longest for a match. Other factors include finding a volunteer with appropriate interests, location and characteristics.
- The final decision to proceed with a match will be made by the Mentoring Coordinator after full discussion with the potential Big/Mentee, Little and parent (school coordinator for the In-School Mentoring program).
- A match meeting is held with the Big/Mentee, Little, parent or school coordinator and Mentoring Coordinator to begin the match and review the program guidelines with everyone present.

What are the potential benefits of the one-to-one match with a Big/Mentor?

- Children may become more confident as self-esteem improves.
- Children may be able to make decisions with more confidence.
- Children feel more supported.
- Children may learn to get along better with their peers.
- Children may improve behavior while in school and improve academic performance.
- Children have opportunities to try and to learn new things and have new experiences.
- Children have the opportunity to form a life-long friendship with an adult role model.

What Bigs/Mentors don't do?

- Bigs/Mentors are not counselors.
- Bigs/Mentors are not tutors.
- Bigs are not there to run errands or provide transportation to parents.
- Bigs/Mentors do not give expensive gifts to their Littles.
- Bigs are not expected to pay for all of the activity costs during visits.
- Bigs are not babysitters – outings are to be arranged at everyone's convenience.
- Bigs/Mentors do not punish bad behavior (i.e. Cancel their visit due to bad behavior); this is the parent's responsibility.
- Mentors do not contact children outside of school hours, only those matched in the Big Brother/Big Sister/Big Couple program are allowed to do so.

What else do parents need to know?

- Big Brothers Big Sisters does not discriminate against any volunteer on the basis of race, ancestry, political belief, religion, marital status, socio-economic status, physical ability, gender, sexual orientation or age. Decisions to accept volunteers are only based on the ability to effectively interact with a child and act as a positive role model.
- Big Brothers Big Sisters of Saint John is committed to being an inclusive movement in which differences are valued and respected in all aspects of organizational practices.