YOUTH CONFERENCE REGISTRATION INFORMATION PACKAGE

STEP 1

- **Down load** the registration package (**one per participant),** www.ONECA.COM/YOUTH

STEP 2

- Complete all of the required forms for each participant
  - Registration form
  - Permission slip
  - Photo release permission slip
  - Emergency and medical form
  - Have youth and parent/guardian sign the participant guideline forms
  - Have chaperones sign the chaperone guideline forms

STEP 3

- Once you have all the forms completed, submit the full package to youth@oneca.com. Your application will be reviewed and you will receive a confirmation email informing you of your acceptance or letting you know of any missing documents.

STEP 4

- Once you receive a confirmation, you can proceed with booking your room at the Water Tower Inn by calling 1 800-461-0080. You will be required to provide a list of who you are reserving for and who will be in each room. It is wise to have this information ready before you make the call. Please note, you will be required to provide a credit card number when making your reservation. When making your reservation please be sure to let them know you are attending the ONECA youth conference.

STEP 5

- If you need help or have questions, please email youth@oneca.com or contact the ONECA office (705) 692-2999

Thank you for registering for our youth conference from November15-17, 2024. Once you have received confirmation that your registration has been accepted, you can proceed to make your reservation at the Water Tower Inn in Sault Ste. Marie. When booking your room, please have a credit card available for incidentals and a list of names of who you are booking for. You can do this by calling 1-800-461-0800, let them know that you will be booking under the ONECA block.

In the event that you are unable to make the conference, please notify me immediately so that someone else can have that spot as spaces are limited.

FAQ'S

1. **What ages can attend?**
   Youth between 11-18 years of age
2. **How will you be assisting with travel?**
   - The maximum reimbursement for travel will be $ 200.00 per youth.
   - A travel subsidy form must be completed and submitted within 10 days after the conference.
   - If you are driving, keep your gas receipts and submit them with your subsidy form. If you are flying, please provide copies of your flight receipts and we can assist up to $200.00 per flight. (If we have surplus funds at the end of the conference, we maybe able to provide additional support).
3. **Are accommodations provided?**
   - Yes, accommodations will be provided at the Water Tower Inn, in Sault Ste. Marie Ontario. You must call and book your room with a credit card for incidentals. We are only covering the cost of the room.
   - Double occupancy is required, we cannot cover the cost of single rooms.
   - When booking, please be sure to advise the hotel that you are attending the ONECA YOUTH conference, so you are included in our block. **Make sure to call the direct line 1-800-461-0800 and not through the online reservations system or a third party.**
4. **Will food be provided?**
   - Food will be provided at the conference.
5. **How many chaperones are needed per youth?**
   - We do not have a set number. Please refer to your organization's policies regarding travel with youth. ONECA will cover accommodation for one chaperone per 5 youth. Chaperones will not be required to attend workshops but MUST be available at the start and end of the day, and must be accessible in the event of an emergency.
   - Chaperones must complete a registration form.
6. **When is the due date to register for this conference?**
   - October 11th, 2024
7. **How do we register for this conference?**
   - Registration form for youth conference 2024-(ONECA.COM/YOUTH)
   - Or go to oneca.com, click youth, and then there is a registration form under conference poster
   - Send registrations via email to: youth@oneca.com
8. **Who do I contact for additional information?**
   - via email @ youth@oneca.com or via phone ONECA office @ 705-692-2999 or via email oneca@oneca.com

Registration Form for Indigenous Youth Conference 2024

Who: Ontario Native Education Counselling Association (ONECA)

What to expect: During this two-day conference, we will be promoting healthy lifestyles free of cannabis and vaping and providing educational opportunity training.

Why: To educate and empower Indigenous youth about the harmful effects of cannabis and vaping and empower them to stay clean, cool and confident.

When: November 15th, November 16th and November 17th

Where: Water Tower Inn,360 Great Northern Road Sault Ste. Marie, Ontario

How: Youth (under 18) will need to attend with a chaperone/counsellors.

- Assistance with costs associated with attending this conference are available: Accommodation based on double occupancy, meals at the event, and up to $200.00 travel subsidy. (Save gas receipts). Assistance for 1 chaperone per 5 youth.
- 100% participation in all workshops and activities is required!

LIMITED SPACING AVAILABLE FOR INDIGENOUS YOUTH IN ONTARIO!! All documents MUST BE SENT WITH YOUR APPLICATION

❖ **WHEN FORMS ARE COMPLETED, PLEASE SEND TO: youth@oneca.com**

Check List:

Page 1: Registration form

Page 2: Permission slip

Page 3: Photo release permission

Page 4: Emergency and Medical Information

Page 5: Guidelines for Participants

Page 6: Guidelines for Chaperones

REGISTRANT INFORMATION			
Date (mm/dd/yy):			
Name (last/first):			
Home phone:	Age:	Grade: ☐	
Current address:			
City:	Province:	Postal code:	
Email:			
School attending:		School board:	

CHAPERONE INFORMATION			
Date (mm/dd/yy):			
Name (last/first):			
Relationship to registrant:			
Current address:			
City:	Province:	Postal code:	
Phone:	Ext:	Email:	

November 15th: Registration - 3:00-5:00 p.m.
Meet & Greet Activities – 6:00-9:00 p.m.
November 16th: Day 1 conference
November 17th: Day 2 conference (closing by 2:30 p.m.)

No conference Registration fee.

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION

- **Permission slip**
- **Photo release form**
- **Signed participant guidelines form**
- **Signed chaperone form**
- **Emergency and Medical Information form**

Included in your registration

- Travel (subsidy) Save gas receipts (forms attached)
- Accommodations
- Daily meals provided at the conference

For more information, please contact: Ontario Native Education Counselling Association
37A Reserve Road, P.O. Box 220, Naughton, ON P0M 2M0
Phone: (705)692-2999 Fax: (705)692-9988 E-mail: youth@oneca.com

Permission Slip

I give permission for (child's name) to attend ONECA's youth conference on (date)

I give permission for my child to attend with (chaperone's name)

Chaperone Phone number

Signature of parent/guardian_____

Date

Photo Release Permission

I, , the parent or legal guardian of (child) grants the Ontario Native Education Counselling Association (ONECA) my permission to use the photographs described as _____ for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising and web content.

Youth conference 2024

Furthermore, I understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Parent/Guardian's Signature _____

Parent/Guardians Name _____

Child's Name:

Phone number:

Date:

Emergency and Medical Information

Emergency Contacts:

Name:

Number:

Name:

Number:

Medical Info:

Is there any medical information that we need to know?

Yes

No

If yes, please explain:

School Information:

School enrolled at:

School board:

- In the event of another lockdown, would you be willing to attend this conference virtually?
  Yes _____
  No _____

PARTICIPANT GUIDELINES AND EXPECTATIONS

Ontario Native Education Counselling Association (ONECA) prides itself on providing professional development and training and promoting healthy life-styles and Indigenous well-being for our communities.

We want to thank you for registering and expressing an interest in being part of the upcoming conference.

We have created a safe environment where all participants have an opportunity to learn and to share their experiences, make new friends and leave the conference with new skills. We have high expectations for the participants therefore we are asking that you review the rules and acknowledge that you will abide by them.

PARTICIPANT GUIDELINES

1. All participants under the age of 18 must be accompanied by a chaperone.
2. All participants are required to attend 100% of the sessions daily and show up on time for meals and sessions.
3. There is zero tolerance for drugs or alcohol.
4. All participants must be respectful to each other the facilities, and organizers.
5. No swearing or abusive language.

I understand that choosing not to follow the guidelines could result in a variety of disciplinary actions which could include, talking with an elder, talking circle, apologizing to the group, or being asked to go home.

Child/youth
I _____have read the guidelines and agree to abide by the rules.

Parent/Guardian
I _____have read the guidelines and acknowledge that my child will abide by the rules. I have given my permission for my child to attend and am solely responsible for any costs incurred from any damages or the cost of being sent home for in appropriate behavior.

My child understands that if they do not abide by the guidelines, they can be asked to leave the event. If they are part of a group that travelled together the entire group will be asked to leave.

Parent Signature: _____

CHAPERONE GUIDELINES

Thank you for your interest in being a conference chaperone for your youth. The role of a chaperone is an important role, and while enjoyable, requires accepting certain responsibilities. These guidelines help ensure that ONECA's sponsored events result in safe and rewarding experiences for all participants.

Guidelines for chaperones

1. The chaperone must be 19 years of age or older.
2. As a chaperone, you are responsible for insuring that your youth respect and abide by the rules of the conference.
3. Youth should not be left unattended in their rooms or after conference hours, and we expect youth to be accompanied by their chaperones at the end of each scheduled day.
4. Chaperone's take on full responsibility for their youth when attending our conference.
5. Be on time for designated meeting places.
6. Chaperones need to act responsibly and respectful and abide by the same rules as the youth.
7. As a chaperone you:
    a. Responsible for the youth for the entire trip. You should make the youth aware of the conference guidelines.
    b. May not be under the influence or consume alcohol, drugs or intoxicating substances
    c. May not possess articles that can be used as weapons
8. I understand that not complying by these rules may result in consequences. Which includes being asked to leave the conference. I also understand that if I am travelling with a group the entire group will be asked to leave.

I have read, understand, and agree to comply with the guidelines.

Signature

X _____

Date: _____