



# Medical release

Authorization to attend event and receive emergency medical treatment. Please type or print all information. This form is required for all Key Club members attending designated Key Club International events or activities. The parent, legal guardian or person in loco parentis for the member must complete this form. Please make three copies of completed form.

### Member name

First \_\_\_\_\_ M.I. \_\_\_\_\_ Last \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_

State/province \_\_\_\_\_ ZIP/postal code \_\_\_\_\_ Nation \_\_\_\_\_

Sex (check one) F M Height \_\_\_\_\_ Weight \_\_\_\_\_

Birth date Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

### Chaperone

Who is the designated chaperone responsible for your Key Club member?

Name \_\_\_\_\_ Relationship to member \_\_\_\_\_

*Note: An adult chaperone for Key Club shall be a Kiwanis member, faculty member, parent, legal guardian or person who is in loco parentis, over the age of 21, approved by the school and registered with and accompanying the Key Club member at the event or activity. All non-Key Club members over the age of 18 attending Key Club International convention must have a background check that is conducted by Kiwanis International.*

### Emergency information

Contact's name \_\_\_\_\_ Relationship to member \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Cell phone ( ) \_\_\_\_\_

Alternate contact \_\_\_\_\_ Relationship to member \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Cell phone ( ) \_\_\_\_\_

### Medical information

Health insurance company \_\_\_\_\_ Policy number \_\_\_\_\_

Group name on insurance coverage \_\_\_\_\_

Telephone number or other contact information shown on insurance card \_\_\_\_\_

Will your Key Club member be taking a prescription medication or over-the-counter drugs of any type?

If yes, please list \_\_\_\_\_

Has he/she ever been or currently being treated for (check yes or no)?

Nervousness? Yes No Rheumatic fever? Yes No Asthma? Yes No

Convulsion or epilepsy? Yes No Cancer or tumors? Yes No Diabetes? Yes No

Heart condition? Yes No Headaches? Yes No Allergies to medication? Yes No

High blood pressure? Yes No Fainting spells? Yes No

List any allergies or other medical conditions of which we need to be aware \_\_\_\_\_

I am the parent or legal guardian for the above-named Key Club member, and give my permission for him/her to attend the convention, conference and/or other event(s) sponsored by Key Club International. I also have read and understand the code of conduct and I understand that a violation of certain provisions of these rules may result in the dismissal of my Key Club member from the event. I hereby certify that the information provided above is correct.

In the case of medical emergency, I understand that every effort will be made to contact the emergency contacts listed above. In the event those persons cannot be reached or time does not permit, I hereby give permission to a licensed physician or other licensed medical provider, to provide proper treatment, including but not limited to hospitalization, injection, anesthesia and/or surgery, for the above-named Key Club member. On behalf of myself and my ward/minor, I/we hereby RELEASE, WAIVE AND FOREVER DISCHARGE Key Club International and its officers, directors, employees, parents and subsidiaries, agents, from any and all claims, liabilities, causes of actions, damages, demands, judgements, executions, liens and costs whatsoever, in law or equity, including, without limitation, liability for death or bodily injuries to any person or damage to any property resulting from any (i) claims made against medical providers of emergency services under this authorization, or (ii) against Key Club International for obtaining medical emergency services for said Key Club member pursuant to this authorization.

Parent or guardian \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

# Code of conduct

Key Club members, adult advisors and invited guests are expected to demonstrate behavior consistent with the high ideals of Key Club and should abide by the provisions of this code while in attendance at any Key Club International event. Every member will respect the authority of the Sergeant-at-Arms committee, Key Club administrators and designated staff.

## Responsible behavior

1. All participants are expected to abide by all government laws and regulations.
2. Members must respect the personal property of others as well as the property of any meeting or lodging facility. The placing of signs or messages on the windows of the hotel rooms is prohibited. No material may be affixed to any hotel walls. Any damage caused by a member must be paid for by that member.
3. Members may not possess or consume any alcoholic beverages.
4. Members may not possess or use any drugs or other controlled substance, with the exception of medication prescribed for the attendee.
5. Members may not possess or use tobacco products.
6. Members are expected to abstain from any activity of a sexual nature.
7. Members are expected to not tolerate hazing or any action that creates unnecessary physical or mental discomfort, embarrassment, harassment or ridicule of others.
8. Members may not possess weapons, firecrackers, or anything of a dangerous nature or act in any way unbecoming of a Key Clubber.

## Lodging

1. Members staying in a hotel or other lodging facility must sleep in their assigned room.
2. Female members are not allowed in the room of any male member, and male members are not allowed in the room of any female member.
3. Male and female members may be present together in hospitality suites when an adult chaperone is present.
4. All members are expected to abide by a curfew beginning at midnight and lasting until 5 a.m. unless otherwise specified by the hotel. No Key Clubber shall be allowed on balconies after curfew.
5. Items within this section may be modified by the Key Club International Board with approval of the International administrator.

## Dress code

1. All participants are expected to abide by the designated dress code for each session.
2. "Professional" refers to dress shirt, slacks, necktie, sport or suit coat and appropriate shoes for males, and dress or suit, skirt or slacks, blouse, and appropriate shoes for females.
3. "Business casual" refers to slacks, collared shirt, and appropriate shoes for males, and slacks, skirt or skort, blouse or collared shirt and appropriate shoes for females.
4. "Casual" refers to shorts or jeans, collared shirts, sweatshirts, or appropriate tee-shirts and casual footwear for males, and shorts, skirt, skort or jeans, collared shirt, sweatshirt, or appropriate tee-shirt and casual footwear for females.
5. At no time will any clothing with inappropriate language or graphics be allowed. Any shirts, shorts, or skirts deemed to be of inappropriate length will not be allowed.
6. All participants are required to wear name badges for all convention events.

## Enforcement

1. Violations of this code will result in notification to the respective district administrator and event chaperone.
2. Violations involving destruction of property, possession, consumption or use of alcoholic beverages or controlled substances will result in dismissal of the attendee from the event.
3. Notification, in writing, will be made by the Key Club International administrator or his representative to the school, Kiwanis sponsor and parents of any member disciplined under this section.
4. These rules are effective as of the time you arrive at this event, until the time you depart.

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