



ABOUT ELEVATE LIABILITY WAIVERS

BEST PRACTICES

1. Always make sure that you have the latest and most updated version.
2. Always make a copy of the signed liability waiver, ensuring that every copy is signed by both parents/guardians and students who participates in an ELEVATE event or class.
3. Always scan and send digital copies to your supervisor so that they can be stored correctly.
 - Keep a copy of the forms in a place that you could access if needed. Take copies of permission slips on field trips with you.
 - Keep blank copies of the waiver in your vehicle/classroom for the student who may be in your class or vehicle who are not currently in program.
4. Always ensure that forms are filled out as completely and thoroughly as possible. You will occasionally need to have these forms easily accessible in case of accidents.
5. Never allow students to participate in any programming until you have the consent/permission form returned.