

# LEADERS FOR OUR FUTURE

## Program Rules & Safety Guidelines

### GENERAL RULES

1. **General Demeanor.** The participants are expected to behave in a respectful, courteous and friendly manner to the Program staff, fellow participants, teachers and general public.
  - a. Since this is an international program, it is especially important for the participants to be sensitive and respectful to people of all races, ethnicities, nationalities, religious beliefs, cultural backgrounds and traditions.
  - b. The participants are expected to follow the instructions and directions of the Program staff, must respect the property of the campus and facilities, participants' properties, and any other institution associated with the Program.
  - c. The participants are required to remain in groups and let the Program staff know their whereabouts. It is particularly important that the participants respect the program safety rules and guidelines, remain alert and careful always.
  - d. As one of the main objectives of the program is cross-cultural interaction, the participants are specifically warned that individual activities or activities restricted to one national delegation will not be allowed.
2. **Academic Commitment.** Since the primary objective of the Program is an academic one, the participants are required to attend classes and activities on a daily basis and in a timely manner, as scheduled. The only acceptable reason for missing class is a medical condition or ailment, in which case the participant is required to notify the Program Director immediately.
3. **Curfew.** The participants are required to respect the curfew and return to their rooms by a designated time every evening, as determined by the Program Director.

### SAFETY RULES AND GUIDELINES

The safety and well-being of our participants are of the paramount importance for our Program. To that end we have developed and will strictly enforce a set of safety rules and guidelines to protect participants from risks. We ask that you read these rules carefully and abide by them at all times, including during your time with other participants and free time. The Program Safety Rules and Guidelines take precedence over any other regulations and instructions that may be given to our participants by staff or the staff of any athletic and recreational facilities, transport operators or any other persons.

Please also note that any violation of the safety rules will result in your immediate departure from the Program, at the expense of your parents, without refund.

1. **Travel and Personal Safety.** The participants are required to remain within the territory of the Program premises (campus), and areas of Program activities, such as athletics, recreation, excursions and travel sites, as defined by the Program Director. Permission for independent travel beyond these areas may be granted by the Program Director upon his/her judgment and with a written authorization of the participant's parents.

The participants may not be in any private residence. The participants are advised never to travel alone and always to exercise caution, common sense, good judgment, and to remain alert as to the safety of their environment. The participants are also advised to behave in a discreet and responsible manner, and to exercise good judgment and caution when making acquaintances with people who are not affiliated with the Program. The participants are required to respect the curfew and not to leave their rooms after hours.

2. **Motorized Vehicles and Traffic.** The only motorized vehicles authorized by the Program to transport the participants are: the Program bus, the Program car, public transport and a licensed taxi service. Under no circumstances may the participants use any other motorized vehicles (e.g. cars, motorcycles, etc.) whether driven by a participant or by any other third person; nor may they hitch-hike or accept rides from persons other than Program staff. Any instance of hitch-hiking or use of a non-authorized motorized vehicle is a most serious violation of the Program safety rules. The participants may ride bicycles upon permission by the Program Director, in which case they are required to wear helmets.

The participants are specifically warned about the dangers associated with traffic. Drivers could speed, run traffic lights, ignore pedestrian crossings and other traffic rules; bus drivers may make sudden stops. The

participants are urged to pay utmost attention and to remain alert when crossing streets, or using any type of transport.

3. **Alcohol and Controlled Substances.** The use of controlled substances or hard liquor is not allowed. The participants are allowed to consume limited quantities of wine or beer during special Program meals, as long as they do so responsibly. In any event, participants bear the sole responsibility for exercising good judgment and moderation in order to avoid alcoholic intoxication. Any instance of alcoholic intoxication or drunkenness, as determined by the Program Director, is a most serious violation of the Program safety rules. Please remember that all events are always supervised by the program staff. The participants may not smoke.

4. **Night Life.** The participants are not allowed to visit bars, night clubs, discotheques, and other such establishments. On occasion, visits to discotheques and other evening outings may be organized by the Program and supervised by the staff. Such visits may be canceled at any time, if they jeopardize the safety and well-being of the participants, as determined by the Program Director.

5. **Athletic and Recreational Activities; Water Safety.** The participants are urged to exercise utmost caution when swimming and sun bathing. The participants may only swim on beaches that are supervised by lifeguards or Program staff, only during daytime, and only when the weather conditions are suitable (i.e. when there are no high winds or waves). The participants are required to remain within a reasonable distance from the shore, as determined by the Program staff, and in all cases, to remain within the area marked by buoys, flags and other safety markers. Diving from elevated surfaces (e.g. rocks, boats, trampolines, etc.) is not allowed under any circumstances. The participants are not to swim alone or unsupervised.

The participants are not allowed to participate in any water sports and activities that are not specifically authorized and supervised by the Program staff, such as water-skiing, sailing, surfing, as well as renting boats or jet-skis, among others. Should the participants express interest in such activities, and provided that they have a written authorization of their parents or legal guardians, the Program may organize such activities and provide proper supervision.

The participants are also required to ask for authorization before participating in any other activities, athletic or recreational, that are not included in the Program. Certain activities are not allowed under any circumstances, such as sky diving, bungee jumping, hang gliding, scuba diving, deep sea diving, and rock climbing.

## Appendix A Agreement & Release

The following document constitutes an agreement between T.I.C.L.S. Programs ("the Program"), and its participants and their parents or legal guardians ("the Participant"). This agreement and the attached application comprise the full and complete agreement between the Participant and the Program and cannot be revised, except in writing, by the Program. This agreement will come into effect when the complete application of the Participant is approved by the Program, and it will be governed by the laws of Greece and the Courts of Athens.

### 1. Acceptance of Program Terms, Conditions, and Rules

- 1.1 The Participant has fully read and understood the terms, conditions and rules set forth in the preceding application. The Participant fully and unconditionally accepts these terms, conditions and rules, and understands that their violation may entail an interruption of his or her participation in the program, resulting in an early return home at the expense of his or her parents, without refund. The Participant further understands that his or her participation in the program may be terminated without refund if the Participant is expelled, disciplined by civil authorities, or if the Program determines, at its sole discretion, that the conduct of the Participant is incompatible with the goals, interests, harmony, or integrity of the program, or with the interests or well-being of other participants. The Participant agrees to indemnify the Program if his or her actions cause the Program and its affiliates to sustain financial loss, damages or liability.
- 1.2 The Participant specifically understands that any violation of the Program Safety Rules and Guidelines, as well as any violation of the written or verbal safety instructions of the Program staff, will result in immediate expulsion from the program and early return home at the expense of his or her parents, without refund. Such violations include but are not limited to:
  - i. Unauthorized departure from Program premises at any time, as defined in the Program Safety Rules and Guidelines, item 1.

- ii. Driving or using any motorized vehicles or boats, including hitch-hiking or accepting a ride from any persons other than the Program staff or a licensed taxi service.
  - iii. Participation in athletic or other activities not authorized by the Program.
  - iv. Alcoholic intoxication or substance abuse.
  - v. Actions harmful to the Participant's own well-being and health.
- 1.3 The Participant specifically understands and agrees that in the case of expulsion from the program and early return home, the Program will not be responsible for any associated expenses and arrangements. The Participant understands and agrees that the program fee will not be refunded. The Participant will be responsible for making all necessary arrangements for returning home early, such as purchasing new tickets and paying all other associated expenses. The Participant understands and agrees that the Program will not be able to provide any staff member to supervise or accompany the Participant during his or her return home further than the airport of departure.
- 1.4 The Participant agrees that in any of the instances described above, as well as in the case of any other violation of the Program Safety Rules and Guidelines, the legal guardians will be notified immediately and he or she unconditionally releases the Program from any responsibility and claims for damage, injury, loss, or expense of any nature resulting thereof.

## **2. Events beyond the Control of the Program. Actions of Third Parties**

The Program will make every reasonable effort to ensure that the suppliers of academic, housing, food, recreational, transport, travel and other services are selected in accordance with the standards of competence prevalent in the local community.

However, the Participant understands and agrees that the Program does not own or operate any of the suppliers of services or accommodations associated with the Program. As a result, the Program is not responsible for any negligent or willful act or the failure to act of any such supplier or of any other third party over whom the Program has no control.

Furthermore, the Participant releases the Program from any responsibility and claims for damage, injury, loss, or expense of any nature resulting from events beyond the control of the Program, including but not limited to acts of crime, terrorism, strikes, political unrest, sickness or quarantine, government restrictions or regulations. This release also applies to any losses arising from any traffic or transport accident, the use or selection of any vehicle, bus or car rental agency, boat, airline, railroad, taxi or tour service, hotel service, restaurant, school, language center or other organization, agency, company or individual, unless the loss is caused by the gross negligence of the Program.

The Program will take every precaution possible but proper individual insurance coverage is strongly advised.

## **3. Exercising Caution and Common Sense**

The Participant understands that he or she is responsible for exercising caution and common sense at all times to avoid injuries and losses. This includes observing traffic and safety rules pertaining to pedestrians, passengers and bicyclists; remaining alert and paying utmost attention for traffic; using safety measures and devices, such as bike helmets or safety belts; maintaining the possession and ensuring the safety of personal belongings; and monitoring the safety of the surrounding environment.

## **4. Limits of Supervision**

The Participant understands and agrees that the Program cannot supervise its participants at all times. As a rule, the group activities will be supervised by the Program staff. However, the participants might not be supervised by the Program staff during free time, while in their rooms and at independent travel. During such times it is especially important that the participants respect the program safety rules and guidelines and exercise caution and good judgment in order to provide for their safety and well-being. The Participant specifically releases the Program from any responsibility and claims for damage, injury, loss, or expense of any nature resulting from occurrences which took place during the participant's free time, and independent travel.

The Participant specifically understands and agrees that the Program is unable to provide individual transportation for each participant, and that the Participant may often have to walk reasonable distances (e.g. for 20-30 minutes) or take public transport. The Participant may choose to take taxis at his or her own expense but always accompanied.

## **5. Safety and Health Information**

The Participant further understands that if the Participant would like to inquire about or will have concerns regarding the safety and health conditions associated with any particular area, environment, service, transport, carrier or activity, as well as any medical issues (such as immunization), the Program, upon their request, will provide them with all the information available to the Program, and refer them to other sources, such as governmental agencies or professional organizations in Greece or other host community. The Participant

releases the Program from any liability related to such information. The Participant is encouraged to carefully review such information and make a well-informed decision regarding his or her participation in the program and any of its activities, including travel to any particular country or area.

## **6. Acknowledgment of Inherent Dangers**

The Participant understands that travel and athletic activities may involve certain inherent risks and dangers to health, safety and personal property. The Participant voluntarily decides to participate in such activities and to assume all risks and the associated responsibility. The Participant further releases the Program from any responsibility and claims for damage, injury, loss or expense of any nature resulting from such activities, unless they are caused by the gross negligence of the Program. The Participant's parents or legal guardians understand that prior to or during the program, they may be asked to provide a signed waiver or release document granting their son or daughter permission to take part in certain activities or sports, thereby releasing the Program from any and all liability.

## **7. Medical Conditions and Treatment**

The Participant understands that he or she is strongly encouraged by the Program to arrange for private health, accident and travel insurance. The Participant understands that the Program provides no medical, accident and travel insurance, and that it is the responsibility of the Participant to understand the limitations and to obtain insurance coverage.

The Participants further understands and agrees that it is his or her responsibility to make the initial payment for any medical, transport or other services covered by own insurance policy, retain all receipts, medical records and other relevant documents, file and process a claim with the insurance provider, to receive reimbursement for his or her covered expenses. The Participant understands and agrees that although the Program will provide all possible assistance throughout this process, the Program is not liable for any errors or omissions committed by the insurance provider, and agrees to release the Program from any responsibility and claims for damage, injury, loss, or expense of any nature resulting from these errors or omissions.

The Participant understands that if he or she will need any medications during the program it is his or her responsibility to bring an adequate supply of these medications. The Participant understands that some medications may not be available in the country of destination, and that it may not be possible to send these medications by mail in time.

The Participant understands that in the event of a medical ailment or emergency the Program may take such actions as it deems necessary under the circumstances, including securing medical treatment of the Participant and his or her return back home. The Participant understands that the standards of medical treatment may be different from those in his or her home country and releases the Program from any liability relating to such medical treatment.

Final determination of medical treatment is the decision of the Participant's parents or legal guardians. In an emergency or until such determination is made by the Participant's parents or legal guardians, the Program will make every reasonable effort to ensure that any selected medical providers meet the standards of competence prevalent in the local community.

The Participant agrees to immediately compensate the Program for any expenses incurred by the Program as a result of such medical treatment and return, including both insured and uninsured losses. The Participant further agrees that the Program is not responsible for any such losses.

The Participant specifically understands and agrees that the Program cannot be held responsible for any consequences arising from pre-existing medical, emotional or other conditions and dispositions of the Participant, including but not limited to ailments, trauma, depression, eating disorders or dietary habits.

The Participant understands that the Medical Form submitted to the Program must be accurate and complete, without errors or omissions, and that any errors or omissions in the Medical Form will jeopardize the safety and health of the participant during the program, and may result in interruption of his or her participation in the program and an early return home at the expense of his or her parents, without refund.

## **8. Changes and Cancellations**

The Participant understands that the Program reserves the right to make changes, cancellations, or substitutions as a result of changing conditions, safety considerations, the interests of the group, or emergency situations. The Participant understands that if he or she leaves the program, there will be no refund of the program fee.

## **9. Travel Documents and Requirements**

The Participant understands that it is his or her sole responsibility to inquire about and obtain all necessary travel documents, such as passports and visas, with appropriate expiration dates. The Participant agrees to release the Program from any responsibility and claims for damage, injury, loss, or expense of any nature

resulting from his or her failure to obtain the necessary travel documents which may hinder his or her participation in the program. The Participant further agrees that such failure does not constitute grounds for withdrawal with refund.

#### **10. Travel Arrangements**

The Participant understands and agrees that the Program will provide all possible assistance to participants who travel independently. However, the Program might not be able to help on instances of many possible risks, such as flight delays and missed connections. In these circumstances, the participants may become stranded at airports, train stations, or other transit locations where they will not be supervised and may have limited access to outside assistance.

The Participant understands and agrees that while the Program will make every possible effort to assist the Participant with making travel arrangements, by working with or referring the Participant to various travel agencies and providers, the Program itself is not a travel agency, and it will not be responsible for any errors and omissions committed by such travel agencies or providers. Specifically, the Participant agrees to release the Program from any responsibility and claims for damage, injury, loss, or expense of any nature resulting from such travel arrangements or occurring during independent travel.

#### **11. Housing Conditions**

The Participant understands that the housing conditions on campus vary, and that these conditions may be different from those in the Participant's home community. The Participant understands that the Program is unable to guarantee that all of his or her home stay placement preferences will be satisfied.

#### **12. Baggage and Personal Property**

The Participant releases the Program from any responsibility and claims for damage, loss, or expense of any nature resulting from lost or stolen baggage or personal property.

#### **13. Publicity Materials**

The Participant understands that the Program may use participants' statements and photographs in its publicity materials, such as the Program brochure and the web site, and hereby grants the Program permission for such use.

#### **14. Dispute Resolution**

The Participant agrees that any dispute with the Program that is not settled informally will be submitted to binding arbitration, to be conducted in substantial accordance with the rules of Greek law. The location of the arbitration and the identity of the arbitrator will be decided by mutual agreement, with the costs to be shared equally between the parties, and the decision of the arbitrator shall be final. By signing this agreement the Participant understands that he or she is giving up his or her right to have any claim against the Program decided in Court.

#### **15. Definition of Parties**

References in this agreement to "the Program" shall include T.I.C.L.S. Programs, and all of its staff, agents, employees, directors, group leaders, counselors, chaperons, teachers, etc. References to "the Participant" shall include the applicant, his or her parents, legal guardians or other adults who are responsible for the applicant.

**Thank you for taking the time to read this document.**

✓ **After you have read the preceding Program Rules and if you accept all of the conditions and rules stated herein, please go to the next page (6) and sign. *Should you have any questions or concerns do not hesitate to ask us.***

✓ **You do not need to mail us the Program Rules and Safety Guidelines – please keep these documents for your records.**

**ACCEPTANCE OF PROGRAM RULES & CONDITIONS**

Please mail this page to [info@tics.org](mailto:info@tics.org) or fax it to +30-210-8654742  
**THIS PAGE ONLY, signed**

**PARTICIPANT**

I have carefully read the Program Safety Rules & Guidelines and accept the conditions and rules contained therein:

Name:.....

Signature: .....

Date: . .....

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**PARENT / GUARDIAN**

I am the parent or legal guardian of the above (minor) applicant.

I have read the Program Description, including its terms, conditions and rules, as well as the Program Safety Rules & Guidelines, and I agree to be legally bound thereby according to Appendix A

Name: .....

Signature: .....

Date: .....

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NOTES: .....

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