

FTC Team Member Contract 2019-2020

This is a team contract for The Works FTC Team(s). By signing this team member contract, each member acknowledges that he or she understands the rules and regulations, agrees to them, and will follow them. Violation of any part of this contract may impact a team member's ability to participate in the competition or in The Works Robotics program.

Section I: Participation

1. **Definition:** The Works FTC Team(s) are about more than just building a robot during build season. Participation includes, but is not limited to – attendance at team meetings, partaking in service projects, the build season, competition, training sessions, mentoring other students and various other events throughout the season.
2. **Attendance Requirements:** FTC meetings will be scheduled by your team coaches. Since FTC teams have a limited number of members, participation from each member is critical. Students should have a goal to participate at a minimum of 75% of the meetings or more to maximize their experience. If an FTC Team member cannot attend a meeting, notice must be provided to the coach or designated mentor in advance of a given event or meeting. Attendance will be used in selection of key roles, but it will not be the only factor. Meetings may be scheduled at other times based on student and coach availability via email, text or phone call. A lack of participation in the team can result in probation.
3. **Parent Participation:** Parents are an integral part of the success of The Works Robotics and are encouraged to be involved in their child's experience with the organization. As with student involvement we need parents to be involved by volunteering during the season as well. This can include carpooling, coaching, outreach event parent, mentoring, etc.

Section II: Outreach and Community Service

An integral component of the FIRST program is giving back to the community through volunteering and outreach projects. It is expected that students will complete a minimum of four hours outreach volunteering with their team in the community. Detailed information regarding these events will be provided at various times throughout the year.

Section III: Behavior

1. All team members are expected to behave appropriately at all times. If there is a question or complaint about a team member's behavior, this will be addressed first by student leadership, and Team Coach. If necessary, The Works STEM Director will become involved.
2. All Team members are responsible for conducting themselves with the utmost respect towards mentors, sponsors and the facilities and equipment we use. This includes:
 - a. Always showing gratitude in our actions and words towards our sponsors, mentors, and volunteers for the time, money and resources they give us to support our program.
 - b. Responding promptly to all requests, these may include, but are not limited to requests for volunteers, information, feedback on ideas, etc.
 - c. Ensuring we leave any facility looking neater and cleaner than we arrived.



3. Team members shall act professionally and respect others based upon the guiding concept of "Gracious Professionalism."
4. Participate in FIRST Youth Protection and Safety training when scheduled by coach and abide by its policies and procedures.
5. Any public expression about The Works Robotics or FIRST must be approved by mentors before they are made public. All outreach projects and communication also must be approved and worked in collaboration with mentors.

Section V: Safety

1. When working with machinery or working in the marked zones in The Works STEM Center, team members will wear safety glasses, will alert a team mentor to supervise before beginning, and will check the area to insure that it is clear.
2. Closed toe shoes must be worn to all team meetings, events, and competitions.
3. Only team members who have been trained to handle specific machinery may operate it.
4. When at a machine shop, all team members must be accompanied by a qualified adult supervisor/facility employee. Use of machinery and equipment shall be at the discretion of, and only under the supervision of, a qualified adult supervisor/facility employee.
5. If safety documents are required to be signed, the team member is expected to sign and abide by such documents. By signing the regulations, members are stating that they understand the regulation and will be held accountable.
6. All team members must complete the safety information and training session prior to participating in any activities.
7. No team meetings may take place without a first aid kit.
8. When an accident occurs, an accident report must be filed with the Safety Director.
9. When moving about any facility during team activities or trips, members must always be accompanied by an adult and/or travel in numbers greater than one in accordance with the buddy system.
10. All team members are expected to listen to and adhere to the rules and directions put forward by the current safety officer.

I, _____, understand that as a FTC Team Member it is important that I attend as many team meetings as possible. Missing meetings means that I am missing an opportunity to learn, grow and interact with my team. I also understand that being a team member means I will need to assist in all areas of FTC. I will be competing in a real-world engineering challenge.

Team Member Name

Parent/Guardian Name

Team Member Signature

Parent/Guardian Signature