



SAIL Membership Application Process

Sharing Adventures In Learning

www.SAILHomeschoolers.org

Application for participating and voting Membership is open to any* homeschooling family in Collin County and surrounding areas that supports the purpose and mission statements found in Article I, Sections 2 and 3 of the By-laws.

Please complete these steps to apply for membership in SAIL:

1. Complete the Membership Application
 - a. Include all children living in your home even if they are not being homeschooled
 - b. List your home street address, not a PO Box
2. Read the Code of Conduct and Activity Guidelines and complete and sign the Code of Conduct Signature Page
3. Complete and sign the Release of Liability
4. Send a brief email with your name and phone number to the Membership Team Leader at Membership@SAILhomeschoolers.org letting her know which month you are planning to attend Monthly Gathering to join SAIL
5. Bring your completed Application, Code of Conduct Signature Page, Release of Liability, and initial dues based on the schedule below (check, cashier's check or money order made payable to "SAIL" -- no cash, please) to a Monthly Gathering Park Day:

•*Summer (May – September): 10:30 – 11:30 am*

•*Fall/Winter (October – April): 1:30 – 2:30 pm*

**Dues are \$25 if you join July through March and \$10 if you join April through June.

6. Join the SAIL members-only website:
 - a. Your membership is not complete until you request admission to and are approved to join the site
 - b. Information on how to join the site will be given to you as part of your orientation
 - c. When you request to join the site, all required fields on the request form must be complete and accurate and must remain so during the duration of your membership in order to maintain member eligibility. These fields include, but are not limited to your name, home address, email address, phone number and children's names, sex and birthdates. This information will be available on a directory for all SAIL members to view, but will not be available to the general public.
7. If you have any questions about any of the above information, please email Membership@SAILHomeschoolers.org.

*Exceptions: While SAIL strives to be an inclusive group, there are rare situations that would require the Board to decline a family's application. Due to potential safety concerns, it is our policy to deny, restrict, or revoke a family's membership in SAIL if we find out that an immediate family member is listed on the Sex Offender Registry.



SAIL Membership Application

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Fields in bold are required

Family Name	_____		
Address	_____		
City	State	Zip	_____
Home Phone	Email	_____	

Mother	Father
First Name _____	First Name _____
Last Name _____	Last Name _____
Email _____	Email _____
Cell Phone _____	Cell Phone _____

	Name (Include Last If Different)	Birth Date	Sex	Homeschooled?
Child 1			M F	Y N
Child 2			M F	Y N
Child 3			M F	Y N
Child 4			M F	Y N
Child 5			M F	Y N
Child 6			M F	Y N

SAIL Media Policy

Sharing Adventures In Learning (“SAIL”) creates and maintains documents, publications, and media storage areas in which images, videos, text, and other media may be stored, used, or published internally. All members have the ability to upload and access photographs of any SAIL member attending any SAIL event to SAIL media storage areas without any approval or review by SAIL volunteers or individual members. These photos, as well as any original artwork or articles submitted by members, may be used in internal SAIL publications, such as the printed yearbook or digital newsletter. All photos, illustrations, original creations, video or other media containing or created by members of SAIL will remain in any publication or storage area intended for use by SAIL members even if the members represented are no longer members of SAIL.

By signing below, I acknowledge that I am aware that SAIL and its members may use, post, edit, and publish photos, illustrations, original creations, video or other media containing or created by members of my family in any publication or storage area intended for use by SAIL members without seeking additional permissions or compensation.

External Usage Waiver (optional):

By checking this box, I agree that media containing, or created by, members of my family may **also** be used in **external** publications and media outlets, such as the SAIL public web site or press releases.

<i>For Office Use Only</i>	
Received Date:	_____
Check Number:	_____
Info entered:	_____

Signature: _____

Sharing Adventures In Learning (SAIL) Guidelines

Philosophy and Purpose

SAIL is an inclusive community of homeschooling families who are encouraged to be respectful and supportive of the diversity of their fellow group members. While we may differ in homeschool style, race, religion, life philosophy, political views, and family composition, we all share common goals: to foster a love of learning, encourage friendships, and provide a sense of community for our families. To achieve these goals, all members of SAIL are expected to read and be aware of our group's guidelines. All participants in SAIL activities are expected to abide by the SAIL Code of Conduct and any related policies.

Core Expectations for Members

Speak to one another with courtesy and respect and be conscious of how your actions affect those around you.

- Be responsible for your own behavior and your children's behavior at all SAIL activities to ensure that the environment is fun as well as safe.
- If a conflict arises, resolve differences privately and politely between the involved parties.
- Do not engage in behavior that could jeopardize the safety or well-being of other members or damage the privileges or reputation of SAIL Homeschoolers.

SAIL Code of Conduct

Adults

Parenting at SAIL Events

Parents are expected to supervise their children at each activity, unless previous arrangements have been made with another responsible parent or guardian (and the host, if applicable). It is neither expected nor desirable that adults discipline children other than their own except in emergency (urgent) situations. If an issue arises with someone else's child, discreetly bring it to that parent's attention. If the parent is not immediately available, respectfully remind the child of the applicable rule(s) and update the other parent as soon as possible.

Member to Member

Please communicate courteously and respectfully with fellow SAIL members whether in person or electronically (i.e. responding to other's posts online or in private communications about SAIL). Always assume the best of tone and intentions, especially in online communications.

Our group's online forums are a wonderful member resource with the purpose of keeping everyone informed about our numerous SAIL activities. There are multiple forums that allow discussions related to homeschooling at various ages as well as forums for off-topic social discussions. The forums are moderated to help ensure everyone has a positive online SAIL experience. A complete version of our Homeschool-Life posting guidelines can be found under [Posting Guidelines](#) on HSL.

Member Privacy

Please respect other members' privacy! The Member Directory is a necessary tool for managing the group and also helps members get to know each other. All members must keep all their member family information accurate and up-to-date on our online member directory to remain eligible members of SAIL. This personal information should only be used within SAIL and never for personal gain such as business promotions.

For privacy as well as safety concerns, use proper etiquette on outside social media such as Facebook, Instagram, and Twitter, etc.:

- Attain parental consent when posting a SAIL-related photo of members.
- Avoid gossiping and making disparaging remarks about SAIL and/or its members.

Smoking and Alcohol

Do not smoke or consume alcohol at child and teen SAIL events. At family events and adult SAIL activities, it is expected that adults who choose to use alcohol and tobacco do so legally, responsibly and with consideration for others. For events at a private residence, please get the host's permission before you bring alcohol.

Children

To keep SAIL events fun and safe, please remind your children to follow these rules at all SAIL activities:

- Speak politely and respectfully to both children and adults.
- Show tolerance, compassion, and respect for all families.
- Be careful and respectful of others' property and homes as well as public property like parks and facilities.
- Do no harm! Aggressive behavior, physical and verbal abuse will not be tolerated. (e.g. No yelling, spitting, hitting, biting, swearing, name-calling, teasing, taunting, or offensive gestures)

Preteens and Teens

Teens are beyond cool! Please remind your teen that they are now officially role models and younger SAIL members will emulate them. At official SAIL events, teens should:

- Exercise good judgment and refrain from the use of profanity.
- Adequately cover their important body parts and avoiding clothing with offensive words or images.
- Refrain from extended kissing, intimate hugging, or any suggestive behavior at SAIL events. People can feel uncomfortable around other people's "public displays of affection".
- Visit SAIL's [Conflict Resolution Slideshow](#) on HSL with their parents to explore conflict awareness, bullying, sexual harassment, gossip, and how to be part of the solution instead of the problem.

Restrictions

Minors may not possess any weapons at SAIL events unless requested by the event organizer for a specific purpose (e.g. pocket knives at a camping clinic).

Sick Policy

Please show consideration for the well-being of all our SAIL members by preventing the spread of illnesses. Any member (child or parent) who has any of the below symptoms or has exhibited them within 24 hours preceding an event should refrain from attending a SAIL activity:

- Fever of greater than 100 under the arm or 101 orally.
- Diarrhea, vomiting, or any non-allergic rash.
- Viral or bacterial conjunctivitis or “pink eye”.
- Any confirmed viral infection, bacterial infection or communicable illness, unless the member has been taking an antibiotic for 48 hours prior to the SAIL activity.
- Lice: Please do not attend any SAIL events until an effective treatment has been completed.

Guest Policy

With the exception of Monthly Gathering Park Days, SAIL events are only open to current SAIL families. However, you may bring the occasional guest to an activity with the approval of the coordinator or host of the event. The following points apply to SAIL members and the guest they bring to events:

- The person bringing the guest is responsible for ensuring that the guest understands and abides by the SAIL Code of Conduct and other policies.
- Any guest who is repeatedly brought to an activity may be encouraged to join the group or the member inviting the guest will be asked to stop inviting that guest due to liability concerns.
- Due to liability concerns, the guest may not be someone whose membership has been revoked.

Conflict Resolution Guidelines

Disputes Between Children

SAIL expects that parents will help equip their children for dealing with the inevitable personal conflicts that will arise in life. Children should attempt to work out differences with each other in a positive manner, seeking the guidance of their parents when necessary. Ideally, most conflicts will be prevented by attentive parenting practices at SAIL events.

Disputes Between Adults

SAIL expects that adult members will resolve disputes in a private, mature, and respectful manner. There are always two sides to a situation so members should focus on finding effective solutions, not placing blame. Remember, SAIL is a small group so positive resolutions help everyone involved move forward.

If you have a disagreement with a fellow member, start with the following steps:

- Determine your primary concerns and what you wish to resolve.
- Contact the member(s) involved directly. Discuss your concerns and seek a cooperative outcome. Do not blame or attack.
- If emailing, consider your tone and reread or “sleep on it” before sending.
- Respond respectfully to replies and strive to improve or resolve the situation.
- Once the issue is resolved, put it in the past.

Additionally, we recognize that it is natural for people to discuss personal matters with close friends, but please use care to avoid “gossiping” or intentionally spreading negative information and complaints about members among the group. A rule of thumb is to always talk TO a person to resolve conflict instead of talking ABOUT a person to those not involved with the conflict.

The Board has no interest in policing member interactions, but there is an obligation to protect the positive SAIL atmosphere that families expect and enjoy as members of this group. If a personal conflict between members begins to affect the health and cohesiveness of the group as a whole, it may result in the involvement of the SAIL Board.

Contacting the Board about a Code of Conduct Violation

Successful resolution depends on a mutual willingness to discuss and fix a dispute. If a conflict has escalated and has not been resolved despite sincere attempts, or if one or more parties believe a serious Code of Conduct violation has occurred, then that situation should be brought to the attention of the Board.

Step 1: Contact the Board at Leaders@SAILHomeschoolers.org with a short explanation of the problem and request a Code of Conduct Violation Report Form. Complete the form and follow the instructions on the form to return it to the Board.

Step 2: The Board will request further documentation from all parties involved, review the information, and determine the next step(s) that will help resolve the dispute.

Step 3: If it is determined that Board involvement is necessary, the Board may take one of the following actions:

- Send a written warning to adhere to the Code of Conduct
- Notify a member of any necessary disciplinary action (e.g. repair damages, etc.)
- Mediate or arbitrate if members cannot resolve differences
- Restrict or revoke membership privileges, in severe or repeated circumstances. In extreme instances, the Board has the right to revoke membership without warning.

Please recognize that not all behaviors or situations deemed inappropriate can be foreseen by any Code of Conduct. There may be situations not specifically addressed in these materials that could be considered a violation of SAIL policy and these instances will be reviewed by the SAIL Board of Directors as needed.

Release of Liability

Upon joining, each member family signs a SAIL Release of Liability, which clarifies that SAIL, its directors, and its members specifically disclaim all responsibility for any liability, loss, injury or risk which is incurred as a direct or indirect result from participating in field trips, events, outings or any other program which is set up by SAIL Homeschoolers or its members.

Code of Conduct Signature Page

After reading this entire document, please print, complete, sign and turn in this page to the Membership Team Leader along with your completed Application and Release of Liability Form.

By my signature and of my free will, I confirm that I have received (either online or in person), read, and agree that I and the family members listed below will abide by the SAIL Code of Conduct and any posted SAIL policies.

Children (*print*): _____

Parent/Guardian
Names (*print*): _____

Signatures: _____

Date: _____

SAIL Activity Guidelines

Every SAIL event your family enjoys throughout the year is due to the talents, time, and generosity of your fellow SAIL members. Some members organize and host one-time SAIL events. Other members coordinate ongoing events and may ask fellow participants to rotate hosting the activity throughout the year. Our group is a cooperative one and it is very important that we all respect the efforts of all SAIL member volunteers who provide our families with such generous homeschooling enrichment opportunities.

Whether you are organizing or hosting a SAIL activity for your fellow members or enjoying being a participant, please be familiar with the following general expectations:

Coordinator Responsibilities:

- Works with the calendar team to set up the activity on the SAIL calendar.
- Announces the activity on the General Homeschool-Life forum.
- Announces and collects any necessary payments.
- Schedules volunteer hosts or offer an appropriate space for the activity.
- Plans activity agenda, solicits additional volunteers, and notifies participants of any supplies, etc.
- Communicates any changes and/or updates to the activity on Homeschool-Life or via private emails.
- If food is involved, notifies participants to avoid allergy risks.
- Starts and ends the activity on time.
- Leads the activity.
- Reminds participants that the Code of Conduct is in effect, as needed.
- Helps guide appropriate behavior for the designated activity. *If there is a concern with a child behavior, the host will discreetly bring it to the parent's attention. If that does not satisfactorily resolve the issue, then the host has the option of asking the offending family to leave.*
- Announces a cancelled activity in a timely manner (via Forums, email, or phone).
- Delegates any of the above to volunteer helpers or hosts.

Host Responsibilities:

- Offers an age-appropriate safe space for the activity and, when possible, provides an area for parents/siblings.
- Plans activity agenda, solicits additional volunteers, and notifies participants of any supplies, etc., unless completed by coordinator.
- If food is involved, notifies participants to avoid allergy risks.
- Starts and ends the activity on time.
- Leads the activity (or delegates as needed).
- Reminds participants that the Code of Conduct is in effect, as needed.
- Helps guide appropriate behavior for the designated activity. *If there is a concern with a child behavior, the host will discreetly bring it to the parent's attention. If that does not satisfactorily resolve the issue, then the host has the option of asking the offending family to leave.*
- Notifies the activity coordinator if the activity cannot be hosted as scheduled (e.g. in the event of illness), and ensures that the coordinator is aware of and able to act on the change. (Do not leave an email an hour before the event and assume everything is taken care of.)

Member Responsibilities:

- Reads the activity description in full to determine if it is appropriate for their child.
- RSVPs by signing up on Calendar (unless otherwise directed by the host or coordinator) and, when applicable, honors SAIL's Guest Policy.
- Makes any necessary payments by the posted deadline (in the form specified by the host).
- Notifies the host if there are any food allergies or other health concerns (e.g. seizures, Epi-Pen) and inquires about any safety concerns.
- Is aware of SAIL's Sick Policy and follows its guidelines.
- If unable to attend, cancels their sign-up on the calendar ASAP to free space for Waiting List persons.
- Arrives on time to the activity.
- Reminds child to follow the Code of Conduct as well as the host's "House Rules".
- Reminds child to avoid disrupting a host's event with side conversations, cell phones, etc.
- Supervises child at each activity, unless it is a drop-off event or arrangements have been made with the host and another responsible adult.
- If there is a behavior issue with another child, brings it to the attention of the other parent. If the child continues to misbehave, notifies the host so the behavior can be privately addressed with the parent or guardian.
- Shows respect for other's property. It is the responsibility of any member to repair or replace any property that they or their children have damaged.
- Helps oversee any clean up, if necessary.
- Leaves the activity (or picks up child) on time.

Please consider these additional recommendations to ensure that each SAIL event is a successful, enjoyable experience for all:

Before the Event

- **RSVP:** Activities are often planned around the number of participants so a true headcount is important. Avoid any last minute cancellations or no shows.
- **Prepayments:** When signing up for an activity requiring payment ahead of time, please respect the organizer's time by submitting your payment promptly within the stated timeline and in the manner requested (cash, check payable to, etc). *Prepaid events are typically not refundable.*
- **Age and number of participants:** The host has the right to determine the appropriate age range and eligibility for their activity as well as how many children can participate. Do not ask the host to make exceptions for your child; there are valid reasons for their stated limitations.
- **Siblings:** Consult the calendar entry or ask the activity host about bringing along non-participating siblings. Some homes or event locations are not able to accommodate too many extra guests or may not be safely child-proofed for young siblings.
- **Drop-offs:** SAIL activities are not "drop off" activities, unless specifically stated by the host. Please get approval from the host if you need another parent to be responsible for your children (even teens) at an activity.

On the Day of the Event

- **Show up:** "No shows" negatively affect an activity and can discourage future events. In the case of emergency or illness, call the host and let them know you won't be attending (emails may be checked too late).

- **Be on time:** Contact the event's organizer or host if you are running late or unable to attend last minute. Failing to do so may mean the whole group is waiting or delaying an activity unnecessarily. *Field trip groups may be required to arrive early at a location. Please follow the coordinator's instructions fully since most field trips require the group to enter as a whole.*

At the SAIL Event

Whether at another member's home or a public venue, all attendees are expected to follow the SAIL Code of Conduct and demonstrate cooperation, courtesy, and respect for all other participants including their peers, other parents, the host, and any guest instructors.

- All participants are required to follow any additional rules and guidelines of any facility being used for a SAIL event.
- Please watch your child and make other parents aware if their child is in need of extra guidance. If their parent is not available, respectfully remind the child about the applicable rules.
- If you or your child(ren) damage any property, notify the owner and arrange to repair or replace the property. It's the right thing to do!
- Make a good impression. Member behavior at public locations will influence the public's perceptions of homeschoolers as well as the reputation of SAIL Homeschoolers as a group.
- Failure to comply with SAIL's guidelines may result in the family being asked to leave an activity.

Thank you for helping make SAIL events fun, memorable, and safe! If you have any questions, concerns, or suggestions regarding SAIL's Activity Guidelines, please contact the Board of Directors via email at Leaders@SAILHomeschoolers.org.

SAIL Release of Liability

Sharing Adventures In Learning (SAIL) is an organization supporting homeschooling families, led entirely by volunteers, including the elected Board of Directors. Participation in all SAIL activities is strictly voluntary.

All activity participants are required to follow the rules and guidelines of any facility being used for a SAIL event. They also agree to follow any additional rules and guidelines requested by hosts, tour guides, field trip coordinators, event sponsors and any other person in a leadership position.

It is the responsibility of the parents to ensure that their children and guests behave in a safe and respectful manner at all activities. SAIL will not tolerate any actions that would put another child in danger. Parents are responsible for any property damage or personal injury caused by their actions or the actions of their children and guests either willfully or through neglect or accident.

By my signature, and of my free will, I am stating that I have read this Release of Liability and will ensure that my family and I will abide by the guidelines set forth. I further agree to indemnify and save harmless SAIL, its Board of Directors, representatives and members from any and all claims or demands, cost or expenses arising out of any injuries or damage sustained by me or any party for which I am responsible. I hereby voluntarily assume any and all risk, including injury to my person, to my spouse, or to the child(ren) for whom I signed as a parent or guardian, and/or loss of property, which may be caused as a result of our presence at, or participation in, any SAIL activity.

I understand that the governing documents of SAIL, including the Media Policy, the Release of Liability, and the Code of Conduct also apply to all the members of my family named below, and any guests my family brings to SAIL activities. I will ensure that all the below family members will read or be made aware of the content of Code of Conduct and will adhere to the rules established by SAIL.

I agree that this Release of Liability is valid indefinitely. I will execute a new Release of Liability in the event any information changes regarding my family.

Children (*print*): _____

Parent/Guardian
Names (*print*): _____

Signatures: _____

Date: _____