

STANDARD OPERATING PROCEDURE (SOP)

delivering a program or activity:

Must successfully complete a *Vulnerable Sector Criminal Record Check* prior to the program or activity, and,

Are required to complete a DC minors on campus safety orientation session, which is facilitated by the **Safety, Security and Risk Management (SSRM) Department**

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STEPS: (cont.)

[DC Connect Forms](#) are completed by the **parent/guardian** of each **Minor** participating in a College sponsored program or activity**.

*Note: The **Programmer/Coordinator** must complete the **Responsible Administrator** contact information on **Page 2** before sending the form to the **parent/guardian** for signature.

These forms are not required for a **Minor participating in a high school coordinated program or activity