

## MEDICAL INFORMATION

Student Name	Parent/Guardian
Address, City, State, Zip	Address, City, State, Zip
Home Phone	Home Phone
Cell	Cell
Doctor's Name	Alternate Contact
Phone	Phone

Please describe completely any medical condition (past or present) being treated which may recur or be a factor in medical treatment (include allergies, medicine reactions, disease of any kind, physical handicaps, heart/lung problems, seizures, convulsions, blackouts, etc.). If currently taking medication, state medications and prescribing physician and phone number:

We certify that the information described above is accurate and complete to the best of our knowledge. We understand that each individual is responsible for their own insurance coverage during this meeting/ conference.

Name of Company \_\_\_\_\_ Policy No. \_\_\_\_\_

**Instructions: Parent/Guardian – Please check and sign ONE of the statements below:**

I give permission for immediate medical treatment (as required) by the attending physician. \_\_\_\_\_ (sponsor) is the person authorized to grant permission for medical treatment for my son/daughter.

I DO NOT give permission for medical treatment until I have been contacted. If, after I have been contacted, I consent to medical treatment - \_\_\_\_\_ (sponsor) is the person authorized to grant permission for medical treatment for my son/daughter.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## New Mexico CTSO Delegate Form

Student Name	Age
School Representing	School phone <sup>f</sup> School fax
School Address	City State Zip
CTSO Conference(s)	Date(s)

**IMPORTANT:** This form must be completed for each student attending a Career and Technical Student Conference or meeting. Signatures acknowledge that all parties have read and concur with the information contained herein. Sponsors must be identified! Parents of minors must sign the medical form.

**We approve the above student to attend the conference/meetings identified.**

School Official	Teacher
Parent/Guardian	Student

The sponsor(s) for this conference/meeting will be: \_\_\_\_\_

**NOTE:** If sponsor is from a school other than that of the student – the signature of the school official signifies that approval has been secured from the school/individual listed as the sponsor.

### Photography and Sound Release

I hereby grant the State and National CTSO organization permission to make still or motion pictures and sound recordings, separately or in combination, and also give a production company approved by the State and National CTSO permission to use the finished silent or sound pictures, and/or sound recordings as deemed necessary.

Further, I so hereby relinquish to the State and National CTSO all rights, title, interest in, and income from the finished sound or silent motion pictures, still pictures, and/or sound recordings, negatives, prints, reproductions and copies of the originals, negatives, recording duplicates and prints, and further grant the State and National CTSO the right to give, sell, transfer and/or exhibit the same to any individual, business firm, publication, television station, radio station or network, or governmental agency, or to any of their assignees, without payment or other consideration to me. My agreement to perform under camera, lighting and stated conditions is voluntary, and I do hereby waive all personal claims, causes of action, or damages against the State and National CTSO and the employees thereof, arising from a performance or appearance.

\_\_\_\_\_ Student initials Parent/Guardian Signature \_\_\_\_\_

## Delegates Conduct Guidelines

1. The term “**delegate**” shall mean any member attending Career and Technical Student Organization meetings or conferences.
2. Delegates shall abide by all conference rules in a manner that will bring credit to their Career and Technical Student Organization.
3. *Delegates shall keep their adult advisors and/or sponsors informed of their activities and whereabouts at all times.*
4. *Delegates must stay in housing designated by their chapter advisor during the conference.*
5. *Delegates shall use authorized transportation only.*
6. Delegates are permitted to attend authorized activities only.
7. *No alcoholic beverages or illegal drugs shall be possessed or used by delegates at any time under any circumstances.*
8. Delegates shall respect and abide by the authority delegated to the presiding officers, chapter advisors, sponsors, and state staff.
9. Delegates shall attend all general sessions and activities assigned, including workshops, competitive events, committee meetings, etc., for which they are pre-registered, unless, engaged in some other authorized assignments taking place at the same time.
10. *Curfew each night will be designated in the program, and all delegates will be in their rooms by curfew.*
11. Dress regulations established for the conference/meeting functions shall be adhered to by all delegates.
12. ID badges must be worn to all official functions and/or as directed.
13. Smoking and or vape pens **will not** be permitted.
14. *Boys will not be in girls’ and/or girls shall not be in boys’ rooms at any time – unless an adult sponsor is present.*
15. Delegates shall refrain from using inappropriate or profane language at all times.
16. Delegates shall refrain from verbal, physical, or sexual harassment, hazing or name calling.
17. Delegates shall respect the rights and safety of other hotel guests.
18. Delegates violating or ignoring the above conduct guidelines are subject to their chapter’s entire delegation being unseated, its candidates being disqualified, and any honors or offices being cancelled and withdrawn from members of their delegation.
19. All high school or junior high student delegates must meet the interscholastic requirements of the New Mexico Activities Association.
20. Delegates shall represent their respective CTSO, chapter and state with respect. This means that, while a member, any content I post on the internet, social media, email, or other sites, may be reviewed by an authorized adult such as my advisor, parent or guardian. I also understand that these will be monitored and I may be requested to remove material. If I fail to do so and post inappropriate or unapproved material, I will be on probation as a member and subject to the consequences of my advisor, school or state advisor.

**Action taken when students violate delegate conduct guidelines!**

Penalties for violation of these guidelines will be determined by the severity of the violation. The following items are considered critical and may be acted on as indicated:

**CRITICAL ITEMS:** Numbers 3 – 4 – 5 – 7 – 10 – 14 (Italicized)

The appropriate chapter advisor/sponsor will be notified of the violation and the following action(s) may be taken:

- A. Student(s) may be disqualified from participating in the conference/meeting and may forfeit any honors received.
- B. Student(s) may be sent home immediately – in which event the following procedures will be followed:
  - a. Local school official and/or parents/guardians will be contacted;
  - b. Reasonable care will be exercised to ensure that the safest and most expedient means of transportation back to the state and/or local school is used;
  - c. The local school and/or parents/guardians will be responsible for meeting the student(s) at a prearranged destination;
  - d. The local school will be responsible for the appropriate action to be taken with the student involved upon return to the school;
  - e. Disciplinary action (other than above) may be taken in accordance with the severity of the violation. This action will be determined by the appropriate State Advisor.

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## PERSONAL LIABILITY RELEASE

**Paragraph “A” applies to students of less than legal age in New Mexico. Parents/Guardians of these students agree, by affixing their signatures, to the conditions set forth here-in.**

**Paragraph “B” applies to all students and each agrees, by affixing his/her signature, to the conditions set forth here-in**

- A. Being parents/guardians of a son/daughter who is a member of a Career and Technical Student Organization – we hereby agree to release the Career and Technical Student Organization, its representatives, agents, servants, and employees from liability for any injury to said minor – resulting from any cause whatsoever occurring to said minor at any time while attending a conference/meeting of the Career and Technical Student Organization – including travel to and from said meeting, excepting only such injury or damage resulting from willful acts of such representatives, agents, servants, and employees.

**Parent Signature** \_\_\_\_\_

- B. As a member of a Career and Technical Student Organization, I hereby agree to release the Career and Technical Student Organization, its representatives, agents, servants, and employees from liability for any injury resulting from any cause whatsoever – occurring at any time while attending a conference/meeting of the Career and Technical Student Organization, including travel to and from said meetings/conferences – excepting only such injury or damage resulting from willful acts of such representatives, agents, servants, and employees. Furthermore, having read and understood completely the delegate code, practices, and procedures which will govern the conduct of students attending said meetings/conferences, I hereby do agree to follow the procedures and practices as described. I fully understand that this is an educational activity and will, to the best of my ability, apply myself for the purposes of learning and uphold the finest qualities of a delegate representing this Career and Technical Student Organization.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_