

**Alateen Guidelines May 2006**  
**East Texas Area 53 Al-Anon/Alateen (ETAAA)**

1. Each Alateen member is to take responsibility for his/her own behavior, keeping in mind the 12 Steps and 12 Traditions of Alateen. "What I do reflects on my Alateen group, the conference and Alateen and Al-Anon as a whole."
2. Each Alateen is to treat sponsors and other adults with courtesy, respect, and trust, in order to encourage adults to treat all Alateens with courtesy, respect, and trust.
3. Each Alateen is to read the ETAAA Alateen Guidelines and ETAAA Al-Anon Member Involved In Alateen Service (AMIAS) Guidelines before attending the Assembly/Convention/Conference/Event (hereafter referred to as the conference). To be sure there are no misunderstandings of expectations, please ask questions on what the guidelines mean.
4. Each Alateen must provide an ETAAA Alateen Information and Permission Form and Medical Form signed by a parent or legal guardian. The Medical Form must be notarized. An Alateen age 18 or older may sign her/his own permission form.
5. All Alateens attending must register with their group sponsor present or their AMIAS or parent who agrees to be responsible for the Alateen during the conference.
6. An Alateen who drives a vehicle to the conference is expected to give the keys to the sponsor for the duration of the conference.
7. The conference identification badge is to be worn on the front of the shirt at all times when outside of the sleeping room. When swimming, etc., the badge is to be accessible and visible. With your towel or personal bag.
8. All Alateens are expected to attend all scheduled Alateen and Al-Anon meetings, unless they excused by their sponsor. Each Alateen Group Representative (GR) is to attend the assembly business meeting. "Participation is the key to harmony" – Concept IV.
9. Courtesy requires that entering and leaving the meeting be kept to a minimum. Giving loving support to each person who shares requires that side conversations and horseplay be avoided.
10. Between meetings, each Alateen is expected to behave in ways that are respectful of all other people at the facility where the conference is held. Think!
11. Alateens may leave the conference facility only if they have specific permission from their sponsor and are accompanied by an Al-Anon Member Involved in Alateen Service (AMIAS) or a parent.
12. Each Alateen is expected to be appropriately dressed for the location, function, and occasion. Remember that the conference "has but one purpose," recovering in the Alateen program. Revealing clothing is not appropriate.
13. Possession of alcohol, illegal drugs, and weapons is strictly forbidden. Tobacco use is limited to Alateens 18 years of age or older. Texas Law states: An individual who is younger than 18 years of age commits an offense if the individual possesses, purchases, consumes or accepts a cigarette or tobacco product.
14. The curfew time for all Alateens to be in their room is 1:00 AM, unless the conference or a sponsor establishes an earlier curfew time.
15. Alateens are to abstain from overt/covert sexual activity. Hugs and handholding are not considered sexual. Use your good sense.
16. NO boys in the girls' rooms and NO girls in the boys' rooms.
17. Each Alateen is to be aware of and abstain from what could be interpreted as sexual harassment by someone else, including offensive language, offensive t-shirts, etc...
18. The primary responsibility for adherence to these ETAAA Alateen Guidelines is with any Alateen who becomes aware of deviation.
19. An Alateen that is not able to live within these guidelines may be given a quick trip home, after his/her parent has been called.
20. Serious infractions of these guidelines are to be reported to the Area Chairperson or Area Alateen Coordinator. A committee, which includes Alateens, is to review the situation. That committee may decide that "personal progress of the greatest number" requires a quick trip home.
21. Other guidelines for this conference:  

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***This form is to be turned in at the  
registration table of the  
Assembly/Convention/Conference/Event***

# Guidelines for East Texas Area 53 Al-Anon/Alateen (ETAAA) - May 2006

## Certified Alateen Sponsor, Parent or Al-Anon Member Involved in Alateen Service

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| <ol style="list-style-type: none"> <li>1. An adult, whether the Alateen certified sponsor, an Al-Anon Member Involved in Alateen Service or a parent, (referred to hereafter as the sponsor and AMIAS), must agree to be responsible for each Alateen registered for the Assembly/Convention/Conference/Event (referred to hereafter as the conference).</li> <li>2. All sponsors are to exercise their responsibilities by treating Alateens with courtesy, respect, and trust, in order to encourage courteous, respectful, and trustworthy behavior from the Alateens.</li> <li>3. A sponsor is to read and discuss the ETAAA Alateen Guidelines and Certified Alateen Sponsor/AMIAS Guidelines with each Alateen attending the conference, to be sure there are no misunderstandings of expectations.</li> <li>4. Since a sponsor is responsible for her/his Alateen(s), if a sponsor is uncomfortable, prior to the conference she/he may decline to sponsor an Alateen.</li> <li>5. A sponsor is to register as an Al-Anon for the conference. The sponsor is to be present when each Alateen registers at the conference, and is to retain the signed ETAAA Alateen Information and Permission Form and Medical Form for each Alateen sponsored.</li> <li>6. When an Alateen drives a vehicle to the conference, the sponsor is to keep the keys for the duration of the conference.</li> <li>7. Sponsors are not required to, but may, attend Alateen meetings. The conference Alateen Committee selects certified sponsors for each Alateen meeting.</li> <li>8. A sponsor/AMIAS/parent is to be with any Alateen who is not attending a scheduled Alateen or Al-Anon meeting, unless the Alateen has specific permission from the sponsor to be in her/his room due to an extenuating circumstance, such as illness.</li> <li>9. Courtesy requires that entering and leaving the meeting be kept to a minimum. Giving loving support to each person who shares requires that side conversations be avoided.</li> <li>10. If sponsors need to leave the conference facility, they are to find a way to inform their Alateens (for example: inform the Alateen GR, and inform another sponsor or AMIAS).</li> <li>11. A sponsor or AMIAS is to accompany any Alateen who</li> </ol> | <ol style="list-style-type: none"> <li>leaves the conference facility.</li> <li>12. Each sponsor is expected to be appropriately dressed for the location, function, and occasion.</li> <li>13. Possession or use by sponsors of alcohol, illegal drugs, and weapons is strictly forbidden. Texas Law states: A person commits an offense if the person with criminal negligence sells, gives or causes to be sold or given a cigarette or tobacco products to someone who is younger than 18 years of age.</li> <li>14. A sponsor may require additional guidelines or more specific guidelines for the Alateens he/she sponsors. Alateens are to be involved in creating such guidelines. Guidelines can be agreed to on: safety while traveling, the time for lights out and quiet, where the Alateens may go during free time, etc...</li> <li>15. Sponsors are to abstain from overt/covert sexual activity. Hugs and handholding are not considered sexual.</li> <li>16. Each sponsor is to be aware of and abstain from what could be interpreted as sexual harassment by someone else, including offensive language, offensive t-shirts, etc...</li> <li>17. The primary responsibility for adherence to these ETAAA Certified Alateen Sponsor/AMIAS Guidelines is with any sponsor who becomes aware of deviation.</li> <li>18. Any sponsor who sees an Alateen who is not able to live within the Alateen guidelines is to get the name of the Alateen and the name of her/his sponsor and report the incident to that sponsor.</li> <li>19. The sponsor of an Alateen who has failed to live within the Alateen guidelines is to handle the situation respectfully and firmly. Serious infractions of these guidelines are to be reported to the Area Chairperson or Area Alateen Coordinator. A committee, which includes Alateens, is to review the situation. That committee may decide that "personal progress of the greatest number" requires a quick trip home.</li> <li>20. A sponsor may, by direct agreement with an AMIAS, pass the responsibility for an Alateen to the second AMIAS for a specific situation (for example: go to the store or restaurant or to stay in a different room).</li> </ol> |
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### *Sponsor or Parent and Alateen Behavioral Agreement*

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| <ol style="list-style-type: none"> <li>1. Each Alateen agrees to live within the ETAAA Alateen Guidelines and any additional guidelines published by the Assembly/Convention/Conference (referred to hereafter as the conference).</li> <li>2. Each sponsor agrees to live within the ETAAA Alateen Sponsor Guidelines and any additional guidelines published by the conference.</li> <li>3. The use of cigarettes or tobacco products is prohibited by minor Alateens.</li> <li>4. Lights out and quiet time is: _____</li> <li>5. During free time, Alateens may be anywhere within: _____</li> <li>6. During free time, the sponsor agrees to be within the same area, unless Alateens are informed by: _____</li> <li>7. Each Alateen is expected to bring enough food or money</li> </ol> | <ol style="list-style-type: none"> <li>to eat properly during the conference and while traveling.</li> <li>8. Foul language is not needed to express feelings. Please respect those that could be offended.</li> <li>9. While traveling in a vehicle, each person is to have the seat belt buckled.</li> <li>10. While traveling, possession or use of alcohol, illegal drugs, and weapons is strictly forbidden.</li> <li>11. NO boys in the girls' rooms and NO girls in the boys' rooms.</li> <li>12. Other guidelines for this conference: _____</li> </ol> <p>I agree _____ signed, Alateen</p> <p>I agree _____ Sponsor/Parent/AMIAS</p> |
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