



REGISTRATION PROCEDURE

6 – 7 – 8 Grade

St. Cloud Diocesan Middle School Youth Lock-in 2024

Directions: Please read through the following three sections on publicity, group requirements and registration. Registrations are due by noon on Thursday, January 18, 2024. **There is a late fee of \$10 per person after the January 18th deadline.** We will accept late registrations up to noon on Thursday, January 25, 2024.

PUBLICITY:

1. Display posters and send emails.
2. Distribute interest forms to parents and youth in grades 6, 7 and 8.
3. Personally invite youth and interested adults.
4. Use any other means of invitations through faith formation classes, invitations from youth who attended other diocesan events, bulletin announcements, social media, or an invitation from the Pastor at Mass.

PARISH REQUIREMENTS:

1. A minimum ratio of **2 adults for the first 10 youth** and an additional **1 adult to 6 youth** is required for supervision. More adults are welcome.
2. Priests are welcome and get in **“FREE”**
3. Establish a parish contact person who will be attending the Lock-in – They will also get in **“FREE” if registered by the January 18th noon deadline. It is important that we receive emergency contact info (cell #) for group leaders in the enrollment form so we can contact them if weather causes a cancellation.**
4. Parish adults are responsible for supervising their youth throughout the event.
5. **All adults must be have completed their Safe Environment training**, and any adults who are driving youth must have a **copy of their Volunteer Driver form on file** with the parish leader before the event.

REGISTRATION:

1. Complete Group Enrollment form located on the event site found by following this QR code.
2. Copy/Distribute/Collect Youth Interest Forms.
3. Watch for email from Laura Gorder, laura.gorder@gw.stcdio.org with your group’s liability form links.
4. Forward the youth liability form link to the interested youth, and adult liability form link to the interested adults.
5. Verify that interested youth and adults have completed their forms in PermissionClick. If you don’t have access within PermissionClick, please contact Laura Gorder.
6. Send one check payable to “Catholic Education Ministries”. You may contact Laura via email or phone (320) 251-0111 if you need an invoice.



Cancellation Policies: There will be no refunds for your cancellations. However, if the event is cancelled due to weather, your registration fees will be returned.

January 27-28, 2024 Middle School Lock-In Schedule

Date/Time	Happening	Location
Saturday 1/27 7:00-7:30pm	Check-in and Gather	Gathering Space SH/Sauk Rapids
Saturday 1/27 7:30-8:30pm	Mass	Church SH/Sauk Rapids
Saturday 1/27 8:30-9:15pm	Pizza and Pop	Parish Center SH/Sauk Rapids
Saturday 1/27 9:15-9:45pm	Directions and move to YMCA	Parish Center SH/Sauk Rapids then YMCA-St. Cloud
Saturday 1/27 10:00pm-1:00am	Swimming Rock Climbing Ga Ga Ball 9 Square in Air Spike Ball Raquetball Escape Room Movie Room Snacks	YMCA
Sunday 1/29 1:00 -1:30 am	Break and Transition	YMCA
Sunday 1/29 1:30 – 2:30 am	Music/Skits and Club	YMCA
Sunday 1/29 2:30 – 4:00 am	Silent Disco Ga Ga Ball 9 Square in Air Spike Ball Raquetball Prayer room Movie Room	YMCA
4:00 – 5:30 am	Game/Magic Show Prayer Room Board Games Dodgeball Tournament Walleyball Snacks	YMCA
5:30 – 5:55 am	Closing prayer and clean up	YMCA
6:00 am	Dismiss	