



## Northern York County Fire Rescue

109 South Baltimore Street  
Dillsburg, PA 17019  
717.432.3281

~  
107 South Baltimore Street  
Franklintown, PA 17019

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### *Junior Membership Policy*

Adopted: April 8, 2025

The following rules and regulations have been established to govern the conduct and actions of all Northern York County Fire Rescue (NYCFR) Junior Members. Failure to comply with any portion of this policy shall result in appropriate disciplinary action up to an including suspension or removal from membership roll.

#### Definitions:

- Junior Member: A NYCFR member under the age of 18 regardless if he/she obtained a high school diploma/GED or not. As outlined in the Pennsylvania Child Labor Law, junior members are sub-divided into two groups
  - 14 and 15 year old members (*DEPARTMENT DOES NOT ACCEPT 14 AND 15 YEAR OLD MEMBERS*)
  - 16 and 17 year old members
- Worktime Hours: Any time that a junior member is on station and/or participating in any fire company related activities to include: responding to calls, training, meetings, fire prevention/public displays, fundraising, or general station duties such as washing apparatus, rolling/packing hose, or general cleaning/maintenance activities.
- I am Responding (IAR): Time tracking and management system used to manage/track time of all members participating in any company-related activity.

#### Rules of Conduct for All Junior Members:

- 1) Junior members shall obey the bylaws and all other company rules, regulations and SOG's.
- 2) Junior members shall maintain an overall "C" average in school. Parents or legal guardians shall be required to notify the Fire Chief or Junior Member Advisor if the overall average drops below an overall "C" average. Junior members who have their overall grade average drop below a "C" or receive an "F", regardless of the overall average, shall be suspended from **ALL** fire department activities. (Refer to report card policy for details on suspension.)
- 3) No horseplay, wrestling, or fighting will be tolerated on or about the station.
- 4) Smoking and use of chewing tobacco by a junior member is prohibited.
- 5) Use of alcoholic beverages or controlled substances is strictly forbidden.
- 6) Use of profane language will not be tolerated.
- 7) Junior members shall attend all fundraising events unless excused by the President and/or Fire Chief.
- 8) Junior members shall be respectful to all NYCFR officers, members, and the public. Junior members are encouraged to address officers by their title and last name. i.e., Chief Smith, President Jones, Captain Johnson, etc.
- 9) Junior members must obtain a work permit from the school district and a copy must be in his/her personnel file at the station. Any changes to or revocation of the work permit must be made known to the Fire Chief, Junior Member Advisor, or President.
- 10) A junior member is not permitted to be in a non-public area with an adult (age 18 & over) NYCFR member in a one-on-one situation. Parents/step-parents who are NYCFR members may meet one-on-one with their child who is a NYCFR junior member in non-public areas.



# Office of the State Fire Commissioner

## Junior Firefighters - Reference Guide 2024

### Administrative Information

\*Excerpts from the current PAL&I Junior Firefighter Compliance Manual\*

#### Pennsylvania Junior Emergency Service

This document is to serve as a reference in operating a Junior Emergency Service Provider Program. It does not supersede the Pennsylvania Junior Emergency Service Program Compliance Manual or

Questions or Concerns about the Child Labor Act should be directed to the PA Department of Labor and Industry, Bureau of Labor Law Compliance.

#### MINORS MUST HAVE THE FOLLOWING:

1. A **Work Permit** that is verified and a verified statement received
2. A **Parental Authorization** for minors under 16 is a written statement by the minor's parent or legal guardian acknowledging understanding of the duties and hours of employment and granting permission to work subject to provisions of 18 PA.C.S. Subsection 4904.

#### DUTIES OF THE FIRE COMPANY (EMPLOYER):

1. Retain a copy of all Junior member's Work Permit on file. No person under the age of 18 shall be employed without a work permit. The work permit must be available for inspection by an authorized officer charged with enforcing the PA Child Labor Law.
2. For individuals who are under 16 years of age, a written statement by the minor's parent or legal guardian acknowledging understanding of the duties and hours of employment and granting permission to work
3. Maintain records listing for each minor employed and a copy of the work permit, the original verified permission statement and a copy of the letter sent to the issuing officer announcing the employment of the minor.
4. Submit a letter to the School District acknowledging the organization accepted the minor as a member including duties and the number of hours they will be permitted to work.
5. Post a printed abstract (Appendix A) of the Sections of the Child Labor Act in a conspicuous place in the establishment.

#### POSTING REQUIREMENTS

The following items must be publicly posted in the emergency service organization's station:

1. Abstract of the PA Child Labor Law – the abstract contains the maximum allowable hours that a minor may participate in the organization's activities. It also sets the window of hours when minors may participate in activities.
2. List of all Minor Employees – the emergency services organization must post a list of minor employees containing the information required in item 6 listed above.
3. Hours of Employment – See Abstract in Appendix A and D.



Junior Firefighter Program Administrative Documentation Example(s)

### Junior Firefighter Documentation Checklist

Any minor under 18 years of age must have the following on file with the fire company/department.

<b>JUNIOR FIREFIGHTER DOCUMENTATION CHECKLIST</b>	
<b><u>Member Information</u></b>	
Name:	_____
DOB/Age/Grade:	_____
Address:	_____ _____
Phone Number:	_____
School Attending:	_____
<b><u>Parental/Legal Guardian Contact</u></b>	
Name:	_____
Address:	_____ _____
Phone Number:	_____
<b><u>Work Permit Information</u></b>	
<input type="checkbox"/> Employment Certificate Issuance Date:	_____
Name of Issuer:	_____
Approved Work Hours:	_____
<b><u>Documentation Checklist</u></b>	
<input type="checkbox"/> Parental Consent Form Received:	_____
<small>(PA Dept. of Labor and Industry Parental Acknowledgement Form)</small>	
<input type="checkbox"/> Work Permit Filed:	_____
<input type="checkbox"/> Junior Rules and Regulations Acknowledgment Received:	_____
<input type="checkbox"/> Company Bylaws Acknowledgment Received:	_____
<input type="checkbox"/> School District Member Acceptance Letter Forwarded:	_____
<input type="checkbox"/> Membership Application and Documents Complete:	_____
<b><u>Company Bulletin Board Posting Requirements Updated:</u></b>	
<input type="checkbox"/> PA Child Labor Law Abstract on Bulletin Board:	_____
<input type="checkbox"/> Junior Member Roster Updated and Posted:	_____
<input type="checkbox"/> Hours of Employment Updated (Abstract A&D):	_____
<input type="checkbox"/> Notification to School District, member quit/discharged date:	_____
Signature of Notifying Membership Committee Member:	_____



## Work Permit


These must be signed and dated by the minor and the issuing officer (from the school district) certifying that everything required has been met.

Written Statement from a parent or guardian of the minor under 16 years of age. This statement is granting permission and acknowledges they understand the duties and hours of activities.

Note: If the junior volunteers at multiple fire company/departments, each organization must maintain their own records on each junior.

**Form located in Appendix D of Junior Firefighter Compliance Manual, page 43 of that document. Link: [Pennsylvania \(pa.gov\)](http://Pennsylvania.pa.gov)**

Junior Emergency Services Compliance Manual - Revised November 2015

 **PARENTAL ACKNOWLEDGEMENT OF MINOR'S DUTIES AND HOURS OF EMPLOYMENT**

(Must be completed for minors under 16 years of age)\*

(This section to be completed by the employer.)

The undersigned parent or legal guardian of \_\_\_\_\_, age \_\_\_\_\_, (name of minor) hereby acknowledges and understands that this minor's employment with \_\_\_\_\_, (name of employer) commencing \_\_\_\_\_, (date) will consist of the following duties and hours:

(This section to be completed by the employer.)

Duties of minor (e.g., cashier, food service, lifeguard, sales clerk, etc.)	Hours of work:
_____	Sunday _____ .m.- _____ .m.
_____	Monday _____ .m.- _____ .m.
_____	Tuesday _____ .m.- _____ .m.
_____	Wednesday _____ .m.- _____ .m.
_____	Thursday _____ .m.- _____ .m.
_____	Friday _____ .m.- _____ .m.
_____	Saturday _____ .m.- _____ .m.

Other/additional hours (include explanation): \_\_\_\_\_

additional sheet(s) attached

(To be signed by minor's parent or legal guardian.)

I hereby acknowledge that I understand the above duties and hours to be worked by the above-named minor for this employer and grant permission for this employment. This statement is made subject to the provisions of 18 Pa. C.S. § 4904 (relating to unsworn falsifications to authorities).

\_\_\_\_\_  
(Printed name of parent or legal guardian)  Parent of \_\_\_\_\_ (Name of minor)  
 Legal guardian

\_\_\_\_\_  
(Signature of parent or legal guardian) \_\_\_\_\_ (Date)

\* This form is required to be completed by the parent or legal guardian of a minor employee under 16 years of age pursuant to Section 3(a)(2)(i) of the Child Labor Act, and the original copy must be kept by the employer at the workplace along with other records of the minor's employment required by Section 18(d).

Auxiliary aids and services are available upon request to individuals with disabilities.  
Pennsylvania State Fire Academy Equal Opportunity Employer/Program 43 of 47  
LEC-75 01 18

9/23/2024



Form located in the Junior Firefighter Compliance Manual, pages 25 and 26 of that document.

Link: [Pennsylvania \(pa.gov\)](http://pa.gov)

<p style="text-align: center;">Junior Emergency Services Compliance Manual - Revised November 2015</p> <p style="text-align: center;"><b>SAMPLE JUNIOR MEMBER RULES AND REGULATIONS</b></p> <p style="text-align: center;"><b>XYZ FIRE COMPANY</b> <b>JUNIOR FIREFIGHTER RULES AND REGULATIONS</b></p> <p>_____ have received a copy of the rules and regulations set forth by the XYZ Volunteer Fire Company. I have read and understand the rules and regulations set forth by XYZ Volunteer Fire Company regarding Junior members. By my signature, I attest that I will follow these rules and regulations and understand the consequences if I do not abide by them.</p> <p style="text-align: center;">_____ (Junior Member Signature)</p> <p style="text-align: center;">_____ (Date)</p> <p style="text-align: center;">_____ (Parent or Legal Guardian Signature)</p> <p style="text-align: center;">_____ (Date)</p> <p style="text-align: center;">_____ (Fire Company Officer Signature)</p> <p style="text-align: center;">_____ (Date)</p> <p>If Junior member is under the age of 16, please sign below IF you permit your child to be at the fire station past the normal hours of 7pm to 10pm during the school year.</p> <p style="text-align: center;">_____ (Parent or Legal Guardian Sign &amp; Date)</p> <p style="text-align: right;">25 of 45</p> <p style="text-align: center;"><b>SAMPLE</b></p> <p style="text-align: right;">Pennsylvania State Fire Academy</p>	<p style="text-align: center;">Junior Emergency Services Compliance Manual - Revised November 2015</p> <p style="text-align: center;"><b>XYZ FIRE COMPANY</b> <b>STATION 100 ADDRESS</b> <b>CITY, PA 00000</b></p> <p style="text-align: center;"><b>JUNIOR MEMBER ROSTER</b></p> <p><b>NOTE: Specific addresses, parent/guardian names, telephone numbers, working permit numbers are on file in the Chief's office. Review of this information is by appointment only.</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Brown, Julie</td> <td style="width: 15%;">14</td> <td style="width: 15%;">Home Address, City</td> <td style="width: 15%;">Date Issued</td> <td style="width: 15%;">Issued by</td> <td style="width: 20%;">Parent's name consent for extended hours</td> </tr> <tr> <td>Bobb, William</td> <td>17</td> <td>Home Address, City</td> <td>Date Issued</td> <td>Issued by</td> <td>Parent's name</td> </tr> <tr> <td>Lane, Archie</td> <td>16</td> <td>Home Address, City</td> <td>Date Issued</td> <td>Issued by</td> <td>Parent's name</td> </tr> <tr> <td>Westly, Jill</td> <td>15</td> <td>Home Address, City</td> <td>Date Issued</td> <td>Issued by</td> <td>Parents Name No parental consent for extended hours</td> </tr> </table> <p style="text-align: center;"><b>SAMPLE</b></p> <p style="text-align: right;">Pennsylvania State Fire Academy</p> <p style="text-align: right;">26 of 43</p>	Brown, Julie	14	Home Address, City	Date Issued	Issued by	Parent's name consent for extended hours	Bobb, William	17	Home Address, City	Date Issued	Issued by	Parent's name	Lane, Archie	16	Home Address, City	Date Issued	Issued by	Parent's name	Westly, Jill	15	Home Address, City	Date Issued	Issued by	Parents Name No parental consent for extended hours
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# Office of the State Fire Commissioner

## Junior Firefighters - Reference Guide 2024

### Age Specific - 16 Year Olds

\*Excerpts from the current PAL&I Junior Firefighter Compliance Manual\*

#### ALLOWABLE WORK HOURS OF MINORS AGE 14-17

	AGE 14-15	AGE 16-18
Allowable Work Hours	7:00 am – 7:00 pm <b>EXCEPT</b> School Vacations until 9:00 pm	6:00 am – 12:00 am <b>EXCEPT</b> School Vacations until 1:00 am
Maximum Work Hours (During School Term)	3 hrs. on school days 8 hrs. on any other day	Maximum 8 hrs. per day
Maximum Weekly Work Hours (School Term)	18 hrs. Monday-Friday*, <b>PLUS</b> 8 hrs. on Saturday and Sunday	28 hrs. Monday-Friday, <b>PLUS</b> 8 hrs. on Saturday and Sunday
Maximum Work Hours (Vacation Period)	8 hrs. a day	10 hrs. per day
Maximum Weekly Work Hours (Vacation Period)	Maximum 40 hrs. per week	Maximum 48 hrs. per week *
Special Notes:	* Only at times that don't interfere with school attendance  A Minor enrolled in Summer School is subject to school term work hours regardless of vacation period.	* A minor may refuse any request to work more than 44 hrs. per week
Exceptions:	May participate in fire company training until 10:00 pm with written parental permission	

\*\*EXCEPT: A) Minors who have graduated from high school or who are exempt from compulsory attendance under the Public-School Code are not subject to the Act's hours of employment or work time restrictions.

B) Special rules apply to young adults, 16 and 17 years of age, employed during a school vacation as a counselor by a summer resident camp operated by a religious or scout organization.

**MAXIMUM EMPLOYMENT: NOT MORE THAN SIX CONSECUTIVE DAYS**  
**30 MINUTE MEAL PERIOD REQUIRED ON OR**  
**BEFORE FIVE CONSECUTIVE HOURS OF WORK.**



**PROHIBITED ACTIVITIES FOR ALL JUNIOR  
FIREFIGHTER (AGE 14-17)**

<i>PROHIBITED ACTIVITIES FOR <u>ALL</u> JUNIOR EMERGENCY SERVICE PERSONNEL:</i>
Juniors are not permitted to enter a burning structure or IDLH atmosphere
Juniors are not permitted to pilot (operate) or operate any water rescue boat or vessel
Juniors are not permitted to drive a fire truck, ambulance or other official vehicle
Junior are not permitted to operate any aerial device mounted on a fire apparatus
Juniors are not permitted to operate an aerial ladder, aerial platform, or hydraulic jack
Juniors are not permitted to operate pumps of any fire vehicle at a fire scene
Juniors are not permitted to operate elevators or participate in elevator rescues
Juniors are not permitted to perform rescue operations in tunnels, shafts, or trenches
Juniors are not allowed to participate in emergencies at firework plants, retailers, or in support of public safety for a public display
Juniors are not permitted to perform emergency operations in or around mines, strip mines, or quarries
Juniors are not permitted to participate in the response to incidents involving paint products
Juniors are not permitted to participate in the response to incidents involving radioactive substances
Juniors are not permitted to perform rooftop ventilation or any other work on any roofs
Juniors are not permitted to operate acetylene torches, cutting, or crushing equipment, or respond to structural collapse incidents
Juniors are not permitted to operate circular saws, band saws, guillotine shears, chain saws, reciprocating saws, woodchippers, and abrasive cutting discs
Juniors are not permitted to use rubber electrical gloves, insulated wire gloves, insulated wire cutters, life nets or acetylene cutting torches



## ALLOWABLE ACTIVITIES FOR JUNIOR FIREFIGHTERS

Minors **16-17 years of age** shall only be permitted to engage in firefighting activities ***IF:***

1. The minor is under the direct supervision and control of the fire chief, an experienced line officer or a designated forest fire warden. The member must be under the direct supervision and control of the fire chief or a trained experienced officer over 21 years of age. Direct supervision means that the officer must be within speaking and touching distance of the junior member.
2. The minor has successfully completed a course of training equal to the standards for basic firefighting established by the State Fire Commissioner. The Pennsylvania Entry Level Fire Training curriculum allows junior firefighters to take training and participate in "Exterior" fire suppression activities. The minimum approved Entry Level Training classes are Introduction to the Fire Service, Fire Ground Support, and Exterior Firefighter.
3. The minor has successfully completed a course of training equal to the standards for basic firefighting established by the Department of Conservation and National Resources (DCNR). These classes are PA-130, Basic Wild land Firefighting and S-190, Introduction to Wildland Fire Behavior.

### **Permitted activities include but are not limited to:**

1. Attacking the fire with hose lines a part of exterior operations.
2. Setting ladders
3. Setting up Positive Pressure Ventilation as part of exterior operations.
4. Exterior salvage operations.
5. Establishing water supply.
6. Assisting at vehicle extrication and other types of rescue, including use of air bags.



**Courses permitted at Age 16**

Fire	Hazmat	Incident Command/ NIMS	Medical	Rescue	Other
Introduction to the Fire Service (ELIS)	Hazardous Materials Awareness Training and Certification testing	ICS 100	CPR/First Aid	Basic Rigging for Rope Rescue	Solar Panel Awareness for the Fire Service
Fireground Support (ELFG)	Responding to Utility Emergencies – Natural Gas	ICS 200	PA Dept. of Health Bureau of EMS courses (EMR & EMT)	NFPA 1670 Vehicle Rescue Awareness (NVRA)	Legal Aspects of the Fire Service
Exterior Firefighter (ELEF)	Carbon Monoxide Detector Response	IS 700		NFPA 1670 Vehicle Rescue Operations (NVRO)	Responding to Utility Emergencies – Electrical
Principles of Building Construction – Non-combustible	Hazardous Materials Operations training and certification testing.	IS 800		Rope/High Angle Rescue I	Arson Awareness for Emergency Response Personnel
Principles of Building Construction – Combustible				Wilderness Search and Rescue	NFA Public Fire Education Planning
Automatic Detection and Suppression Systems (AUTO)					
Large Diameter Hose					
Fire Dynamics – Fundamentals					
Rapid Intervention Teams					
Vehicle Fires and Other Emergencies					

Note: \*\*This course list includes the courses from age 14 and 15 categories. Additional courses added for this age category are highlighted in green





# Office of the State Fire Commissioner

## Junior Firefighters - Reference Guide 2024

### Age Specific - 17 Year Olds

\*Excerpts from the current PAL&I Junior Firefighter Compliance Manual\*

#### ALLOWABLE WORK HOURS OF MINORS AGE 14-17

	AGE 14-15	AGE 16-17
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Special Notes:	* Only at times that don't interfere with school attendance  A Minor enrolled in Summer School is subject to school term work hours regardless of vacation period.	* A minor may refuse any request to work more than 44 hrs. per week
Exceptions:	May participate in fire company training until 10:00 pm with written parental permission	

\*\*EXCEPT: A) Minors who have graduated from high school or who are exempt from compulsory attendance under the Public-School Code are not subject to the Act's hours of employment or work time restrictions.

B) Special rules apply to young adults, 16 and 17 years of age, employed during a school vacation as a counselor by a summer resident camp operated by a religious or scout organization.

**MAXIMUM EMPLOYMENT: NOT MORE THAN SIX CONSECUTIVE DAYS**  
**30 MINUTE MEAL PERIOD REQUIRED ON OR**  
**BEFORE FIVE CONSECUTIVE HOURS OF WORK.**



**PROHIBITED ACTIVITIES FOR ALL JUNIOR  
FIREFIGHTER (AGE 14-17)**

<i>PROHIBITED ACTIVITIES FOR <u>ALL</u> JUNIOR EMERGENCY SERVICE PERSONNEL:</i>
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Juniors are not permitted to pilot (operate) or operate any water rescue boat or vessel
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Junior are not permitted to operate any aerial device mounted on a fire apparatus
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Juniors are not permitted to perform emergency operations in or around mines, strip mines, or quarries
Juniors are not permitted to participate in the response to incidents involving paint products
Juniors are not permitted to participate in the response to incidents involving radioactive substances
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Juniors are not permitted to operate acetylene torches, cutting, or crushing equipment, or respond to structural collapse incidents
Juniors are not permitted to operate circular saws, band saws, guillotine shears, chain saws, reciprocating saws, woodchippers, and abrasive cutting discs
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## ALLOWABLE ACTIVITIES FOR JUNIOR FIREFIGHTERS

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2. The minor has successfully completed a course of training equal to the standards for basic firefighting established by the State Fire Commissioner. The Pennsylvania Entry Level Fire Training curriculum allows junior firefighters to take training and participate in "Exterior" fire suppression activities. The minimum approved Entry Level Training classes are Introduction to the Fire Service, Fire Ground Support, and Exterior Firefighter.
3. The minor has successfully completed a course of training equal to the standards for basic firefighting established by the Department of Conservation and National Resources (DCNR). These classes are PA-130, Basic Wild land Firefighting and S-190, Introduction to Wildland Fire Behavior.

### **Permitted activities include but are not limited to:**

1. Attacking the fire with hose lines a part of exterior operations.
2. Setting ladders
3. Setting up Positive Pressure Ventilation as part of exterior operations.
4. Exterior salvage operations.
5. Establishing water supply.
6. Assisting at vehicle extrication and other types of rescue, including use of air bags.



### Courses permitted at Age 17

Fire	Hazmat	Incident Command/ NIMS	Medical	Rescue	Other
Introduction to the Fire Service (ELIS)	Hazardous Materials Awareness Training and Certification testing	ICS 100	CPR/First Aid	Basic Rigging for Rope Rescue	Solar Panel Awareness for the Fire Service
Fireground Support (ELFG)	Responding to Utility Emergencies – Natural Gas	ICS 200	PA Dept. of Health Bureau of EMS courses (EMR & EMT)	NFPA 1670 Vehicle Rescue Awareness (NVRA)	Legal Aspects of the Fire Service
Exterior Firefighter (ELEF)	Carbon Monoxide Detector Response	IS 700		NFPA 1670 Vehicle Rescue Operations (NVRO)	Responding to Utility Emergencies – Electrical
Principles of Building Construction – Non-combustible	Hazardous Materials Operations training and certification testing.	IS 800		Rope/High Angle Rescue I	Arson Awareness for Emergency Response Personnel
Principles of Building Construction – Combustible				Wilderness search and Rescue	NFA Public Fire Education Planning
Automatic Detection and Suppression Systems (AUTO)				Rope/High Angle Rescue II	Introduction to wildland Urban Interface Firefighting for Structural Company Officers
Large Diameter Hose					Pump I
Fire Dynamics – Fundamentals					Pump II

Note: \*\*This course list includes the courses from age 14, 15 and 16 categories. Additional courses added for this age category are highlighted in orange.



**Courses permitted at Age 17 cont.**

<b>**Interior Firefighter (ELIF)</b>						Rural Fire Ground Water Movement
Fire Attack in sprinklered properties						Tanker Water Supply
Fire Dynamics – Strategy & Tactics						Arson Detection for the First Responder
Foam Firefighting						
Advanced Line Systems						
Exterior Firefighter (ELEF)						
Rapid Intervention Teams						
Vehicle Fires and Other Emergencies						

Note:

\*\*This course list includes the courses from age 14, 15 and 16 categories. Additional courses added for this age category are highlighted in orange



## Emergency Response/Incident Activities

- 1) All Junior Members must wear full protective turnout gear to include the safety vest while at all emergency scenes and training drills regardless of permitted duties.
- 2) All Junior Members must respond to incidents on company apparatus. Responding in personal vehicles, motorcycles, bicycles, scooters, skateboards, or on foot is prohibited.
- 3) If any Junior Member arrives at the station and the responding apparatus has left, he/she may remain at the station for 15 minutes until a Senior Member arrives and is willing to transport him/her to the scene (non-emergency.) **If no Senior Member arrives within 15 minutes, the Junior Member is not permitted to be at the station alone.**
  - a. This rule also includes times when no Senior Members are at the station for reasons other than responding to an incident i.e. errands, eating, public displays, fire prevention events.
- 4) If there are more members on station available to respond to an incident than the apparatus can seat, all Junior Members will stay behind to allow Senior Members to participate in the initial incident response. The 15 minute rule outlined in #3 applies to this situation.

**Acknowledgment of Policy (Completed copy retained in membership file)**

The undersigned parent or legal guardian of \_\_\_\_\_, age \_\_\_\_\_, hereby acknowledges and understands that this minor's (volunteer) employment with **Northern York County Fire Rescue**, will consist of the following times as outlined the allowable times standard per the Pennsylvania Child Labor Act (CLA).

Duties as per the definitions outlined in the Junior Member policy received and signed for when joining **Northern York County Fire Rescue**. The times the Junior Member will be permitted to volunteer are:

Monday \_\_\_\_\_am - \_\_\_\_\_pm.

Tuesday \_\_\_\_\_am - \_\_\_\_\_pm.

Wednesday \_\_\_\_\_am - \_\_\_\_\_pm.

Thursday \_\_\_\_\_am - \_\_\_\_\_pm.

Friday \_\_\_\_\_am - \_\_\_\_\_pm.

Saturday \_\_\_\_\_am - \_\_\_\_\_pm.

Sunday \_\_\_\_\_am - \_\_\_\_\_pm.

I hereby acknowledge that I understand the above duties and hours to be worked by the above-named minor for this employer and grant permission for this employment. This statement is made subject to the provisions of 18 Pa. C.S. § 4904 (relating to unsworn falsifications to authorities).

\_\_\_\_\_  
Parent or Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Junior Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

***Northern York County Fire Rescue  
Junior Training Sign Off***

I \_\_\_\_\_ give permission for \_\_\_\_\_  
(parent or legal guardian) (junior member)

to remain on station for the duration of training past the hour of 7pm. At the conclusion of training the junior member will immediately be excused to go home.

\_\_\_\_\_  
Parent or Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Junior Advisor if different from above

\_\_\_\_\_  
Date

## JUNIOR Member

**Northern York County Fire Rescue**

**109 S. Baltimore St Dillsburg, Pa 17019**

**Name:**

**DOB:**

**Address:**

**Phone:**

**E-Mail:**

**Father:**

**Father's Phone:**

**Father's E-Mail:**

**Mother:**

**Mother's Phone:**

**Mother's E-Mail:**

**Home phone:**

***Northern York County Fire Rescue  
Report Card Policy***

The intent of the report card policy is to insure that the fire department is not responsible for junior and senior high school students failing in their academic studies. An academic suspension is defined as a student who is suspended from all fire company activities due to failing grade(s).

1. The student will submit their report card to the chief or the junior member advisor within 48 hours after being issued.
2. If the chief or the advisor does not see the report card within 48 hours, an immediate academic suspension will take place (unless special situations warrant delay).
3. After submitting the report card to the chief or the junior member advisor, the following procedures will take place:
  - a. For any failing grade or an overall average below a "C", an automatic 14-day academic suspension will take place.
  - b. If the school counselor reports that the grades have improved, the student's academic suspension will be revoked. But if the student is still failing/below C average, the academic suspension will remain in effect for an additional 14 days.
  - c. The student is responsible for keeping the chief or the junior member advisor apprised of academic progress. If the chief or the junior member advisor does not have sustainable information, it will be assumed no progress has been made, and an automatic continuation of the academic suspension will occur as indicated in Section 3, Subsection b.

I have read and understand the Northern York County Fire Rescue report card policy and the potential consequences if a passing grade is not sustained.

\_\_\_\_\_  
Parent or Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Junior Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Junior Advisor if different from above

\_\_\_\_\_  
Date