



Breakthrough-Butler

Updated Action Plan for Event & Security Procedures

Effective Immediately

Security Measures (1 / 2)

- ▶ Metal Detector Wands will be present
 - ▶ Upon entry each youth will be respectfully wanded by security and/or BTB staff
 - ▶ This is mandatory to enter the event
- ▶ Bags of any kind will not be permitted inside or during our event
 - ▶ A written notice by a guardian is required for only medical purposes
 - ▶ Small clutch purses are allowed but will be searched upon entry and can be searched at any point during the event
- ▶ Every person is subject to search
 - ▶ Upon entry into the event and/or during being wanded
 - ▶ Throughout the event at any time or reasons, a person can be respectfully searched

Security Measures (2/2)

- ▶ Two Security Guards will be present for the duration of the event
 - ▶ Bramlet Enterprises or Tim Wiles Security will be our security providers
 - ▶ For more: bramletenterprises.com
 - ▶ For more: Tim Wiles on Facebook (or DM Nick Yannotty for the info)
- ▶ The Security Guards are/will:
 - ▶ Be at the door(s) throughout the event
 - ▶ Be active and present throughout the event
 - ▶ Are armed and certified
 - ▶ Have their PA State Police Act 235 security certification
 - ▶ Have full discretion to search and/or remove any person from the event
 - ▶ Have Child Abuse History (Form CY-113) Clearance
 - ▶ Have PA State Police Background History (Form SP 4-164) Clearance

Chaperones

- ▶ Must be 18+
- ▶ Must have clearances:
 - ▶ Child Abuse History (Form CY-113)
 - ▶ <https://www.compass.state.pa.us/cwis/public/home>
 - ▶ PA State Police Background History (Form SP 4-164)
 - ▶ <https://www.psp.pa.gov/Pages/Criminal-History-Background-Check.aspx>
- ▶ Any experience working with youth is encouraged
 - ▶ Coaching, education, nursing, etc.
- ▶ Will be present and active throughout the event
 - ▶ Stationed throughout the premises
 - ▶ Assist with refreshments and/or other activities
 - ▶ Primary to monitor and supervise the youth

Event Capacity

- ▶ A maximum capacity of between 200 and 250 youth will be set per event
- ▶ We are setting a ratio of 1:13 | staff/adult chaperone : youth
 - ▶ Meaning for every 13 youth there is one adult to monitor
 - ▶ Keystone Stars PA Childcare suggests a 1:15 ratio of adult to youth for grades 5-8
- ▶ Youth who have gotten in prior trouble at a/any Breakthrough-Butler function are not permitted to attend
 - ▶ Will be declined presale tickets
 - ▶ Will be asked one time to leave the event premises before security will take the necessary protective action
- ▶ Youth who are continuously in trouble in the community or school are also not permitted to attend a/any Breakthrough-Butler function
 - ▶ Will be declined presale tickets
 - ▶ Will be asked one time to leave the event premises before security will take the necessary protective action

Arriving at a Breakthrough Event

- ▶ **Upon arriving to our event each youth must:**
 - ▶ Enter the premises with a guardian
 - ▶ The guardian will sign in youth on our sheet and provide a contact number(s)
 - ▶ Sign-in will be organized in alphabetical groupings
 - ▶ If the youth is to leave with a friend or non-guardian
 - ▶ The youth's guardian must provide a written note detailing who the pick-up person will be for their youth
 - ▶ The youth will show ticket / online proof of ticket
 - ▶ Our ticket spreadsheet will be checked to mark attendance as present
 - ▶ We have a mass text system that will communicate any sudden changes
 - ▶ Breakthrough-Butler's number is 724-305-0720 text or call

During a Breakthrough Event

- ▶ **During a youth's time at an event**
 - ▶ Follow the direction of Nick Yannotty, Founder of Breakthrough-Butler
 - ▶ Follow the directions given by security, BTB staff, & chaperones
 - ▶ Follow the event and venue rules
 - ▶ Respect yourself, friends, peers, other people in attendance, & the venue
- ▶ **Youth may be asked to leave or removed from the event if:**
 - ▶ Failure to cooperate with rules
 - ▶ Disrespect shown towards Breakthrough personal, security, and/or chaperones
 - ▶ Damage to venue
 - ▶ Any inappropriate language and/or actions
 - ▶ Fighting of any kind, vaping/smoking, rough-housing
- ▶ **If a person is removed from our event:**
 - ▶ Guardians will be immediately notified
 - ▶ Youth is not permitted to any Breakthrough-Butler event for the foreseeable future

Leaving a Breakthrough Event

- ▶ Upon leaving our event:
 - ▶ Guardian must enter the premises to sign-out their youth on the sign-out sheet
 - ▶ Guardian may be asked to present a photo ID during pick-up
 - ▶ There is no re-entry, once a youth is checked out, they can not re-enter
 - ▶ Youth must be checked out by a guardian
 - ▶ If youth is leaving with a friend, a note/email is required
 - ▶ Needs to state the adult who will be picking up the youth
 - ▶ Needs to be signed via email or signature by the youth's guardian
 - ▶ Our ticket spreadsheet will reflect to mark the youth as checked out

Event Tickets

- ▶ Event tickets will be available only presale to the event
- ▶ Tickets are sold presale at a come first basis
- ▶ Tickets sold online up until 10am day of the event
 - ▶ An event ticket link will be provided along with a QR code
 - ▶ For ticket/event info email [breakthroughbutler@gmail.org](mailto:breakthroughbutler@gmail.com)
 - ▶ For ticket/event info call or text at 724-305-0720
- ▶ Tickets will be sold at an in-person spot the week leading up to the event
 - ▶ Set pick-up (purchase) location
 - ▶ Set time for each day to purchase
 - ▶ i.e. a Saturday, February 4 event would have tickets sold at the designated location at a set time from Monday, January 30 to Friday, February 3

Purpose of Events

- ▶ Create a safe atmosphere to promote healthy friendships and relationships
- ▶ Create a fun and positive environment
- ▶ Part of our mission in building a better version of ourselves
- ▶ Build together to be better and strive for more
 - ▶ Having fun with peers is good for morale and to take a break from life
 - ▶ Increases motivation to make responsible choices
 - ▶ Increases motivation to make good decisions

Nick Yannotty

Founder of Breakthrough-Butler

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