

# **CHAOS Policies & Expectations**

## **Purpose**

The purpose of this policy and expectation packet is to lay out plainly what is expected of parents, students, and youth leaders at CHAOS JH Ministry gatherings.

## **Our Youth Vision Statement**

To see young people **Seek Jesus, Surrender to Jesus, and Serve Jesus.**

## **CHAOS Mission Statements**

We exist to create an environment that encourages students to take steps of faith (i.e. Choosing Him As Our Savior), while developing a healthy sense of community with peers and adult volunteers.

We exist to equip students for the life challenges that are present in their lives currently, as well as those that will occur later in their life.

We exist to show the love of Jesus, supported with the Truth, opening our doors to all as a safe environment for learning and spiritual growth.

## **Parent Expectations**

Parents are responsible for their children until the time the activity is scheduled to begin and after the activity's scheduled ending time.

Parents are expected to provide or arrange for transportation to all CHAOS activities (in extreme circumstances and with ample time you can arrange through the youth ministry director (Tanner)).

Parents are welcome to serve CHAOS activities at any time and may directly supervise their children if so desired.

CHAOS JH Ministry may take photos of youth ministry events. The images may be used on the church website or other media to promote the church. Attached to this policy is a Picture Release Form. Parents are responsible to complete this form to either grant or deny permission to use any image of your child for promotional purposes. We will not use a photo of your child without written consent from the parent.

## **Youth Participation Expectations**

### **Behavior**

- Students must refrain from using offensive language.
- Students are expected to refrain from using illegal substances (drugs, alcohol, vape, etc.).
- Students are expected to refrain from using weapons of any sort.
- Students should utilize their energy to build other students up and not gossip.

### **Dress Code**

The purpose of our dress code is to ensure appropriate dress during our CHAOS activities.

We expect parents to provide the guidance for their children as to what they should wear to CHAOS.

This policy is not necessarily rigid, but will be monitored and agreed upon by multiple leaders (at least 3) before action is taken.

If our youth leaders determine that the clothing worn by a student at a CHAOS activity is inappropriate, a same sex leader will inconspicuously pull aside the student to discuss the expectations for clothing worn to CHAOS activities. The leader may suggest ideas for appropriate attire. In the case of a second instance with the same student, the same action will take place. At this point the youth ministry director (Tanner) will contact and notify the parents of the student's dress code violations. If the violations continue to occur the student will be provided appropriate clothing to wear for the activity, or parents will be contacted to remove the student.

Note:

Only same sex leaders will ever discuss the dress code with your children.

### **Discipline**

The purpose of disciplining students is to develop and grow them as people and followers of Jesus. It will be done in love and concern and is not designed to create fear of guilt in the student.

#### **Minor Offenses**

1. Leader speaks with the student, defines the problem behavior, and communicates the desired behavior.
2. If the student continues to exhibit the problem behavior, the leader gives a warning to the student.
3. If the problem behavior continues, the student is removed from the activity. Sometimes a short break is all that is needed. The student is warned at this point that further disruptive or inappropriate behavior will result in contact with the student's parent(s).
4. The final step with problem behavior is contacting parents to inform them that the student may not continue participation in the event and to determine how

supervision will be transferred back to the parent. In most cases, the student is welcomed back at the next ministry activity.

### Zero Tolerance

There is zero tolerance for severe or illegal behavior such as assaults, possession of weapons, theft, destruction of property, sexual activity, or any other behavior that could put students or others in danger. For these type of offenses the procedures are:

1. Immediate removal of the student from the ministry activity and personal family contact by any leader.
2. If the offense is an illegal activity, the police are contacted.
3. The student may be suspended from ministry activities for an amount of time determined by the church's leadership.
4. The student and family will be treated with respect and love, and the student will be welcomed back to ministry activities after the suspension period or when it is determined
5. Ministry director will contact the student or parents during the suspension period to reach out and care for any needs or concerns that may need to be addressed before the student is welcomed back to CHAOS.

### **Leader Expectations**

#### **Student Supervision**

Ministry staff and volunteer leaders will complete mandatory screenings and background checks.

CHAOS JH Ministry will not allow a volunteer to join our leadership team until they have attended High Plains Community Church for at least 6 months.

When students arrive to any church ministry or activity, they are expected to remain in that program ends and supervision is transferred back to parents. Students may not leave the program early unless consent from the parent is directly communicated to youth ministry staff and/or volunteers.

Youth leaders and staff are not responsible for students who do not show up to a ministry activity, even if the parent believes they are at the activity. Parents are welcome to ask youth ministry staff about the attendance of their child at ministry activities, including one-on-one mentoring meetings. Providing attendance info to parents is not considered a breach of confidentiality.

Junior High students may use the restroom without an escort (1 at a time), as long as they inform an adult leader knows where they are going. That leader will ensure their return from the restroom. Also, we have security members present in the hallway to ensure the safety of students who go to the restroom during our regular church activities.

### **Unplanned Situations with only one leader**

Here is our protocol if a leader shows up to a ministry meeting with no other leaders present, for example, if just one student shows up to an activity and no leaders are coming:

1. Notify the parent(s).
2. Move to a clearly visible place, or area of the church where cameras are present.
3. The activity will be cancelled if leader present deems appropriate.

### **Communication with students outside of organized ministries**

Only individuals who are approved leaders for CHAOS should be communicating with students outside of ministry activities.

Screened leaders are encouraged to contact students outside of ministry activities. A leader's roll in relational ministry is as a spiritual caregiver, one who listens and supports students. Communications with students should primarily be about listening, supporting, and encouraging students in their faith, life, and participation in youth ministry activities.

### **Safety in communications**

The guiding principle for contact with students is transparency. Communication must always be visible to others and documented.

If a leader texts a student, for example, they should save the messages in the case that a parent or student feels a line was crossed. Then, we as a leadership team could clearly show the communication and hopefully resolve any issue.

### **Parent permission**

If there is a student that wishes to meet with a leader 1-on-1, or a parent who wishes for their child to meet with a leader 1-on-1, this type of meeting will be arranged and agreed upon at least one full day before the meeting is set to occur.

The meeting must be arranged through the parent, and not just between the student and the leader.

The purpose of any meeting like this will be for mentoring and encouragement of the student. These mentoring meetings will take place in visible locations, whether at a restaurant, the church, or some other place in a public setting.

### **Physical contact between leaders and students/ students and students**

The guidelines below are intended to avoid contact that is or may appear threatening or inappropriate. Ministry leaders and volunteers should avoid even the appearance of impropriety.

These guidelines apply to student-to-student contact as well.

Positive and appropriate forms of contact:

- brief hugs or side hugs
- pats on the shoulder or back
- handshakes, high-fives, and fist bumps
- verbal praise
- touching hands, shoulders, or arms of students
- arm around shoulders
- holding hands during a group prayer

Inappropriate contact:

- lengthy hugs
- kisses
- sitting on laps
- touching of other forms not noted above
- showing affection in isolated areas (bathroom, private areas of the church)
- wrestling or tickling
- piggyback rides
- massages
- any form of unwanted affection
- comments or compliments (spoken, written, or electronic) that relate to physique or body development

## **Emergencies and Injuries**

### **Non-emergency injuries**

In the event a youth needs medical treatment, but is not a medical emergency (throwing up, for example), the parent will be notified as soon as possible and will be asked to pick the youth up from the activity prior to the scheduled ending so that the appropriate non-emergency medical treatments can be sought at the discretion of the parent.

### **Threats of violence against others or to self**

Leaders may receive information that a student or other person has thoughts or desires to harm themselves or others. This information should be taken seriously and should be reported immediately to the ministry director (Tanner). If the student seems to have the imminent to do harm, a leader or volunteer should stay with the student, and call 911 and inform of the information you know.

### **Criminal or potentially dangerous activity**

911 should be called immediately in cases of suspected criminal or dangerous activities on the church property or near ministry activities.

### **Documenting medical treatments, emergencies, or other significant events**

Upon the conclusion of the emergency or non-emergency medical treatment, conclusion of reporting alleged child abuse, or any other significant event which would leave High

Plains Community Church financially liable, the leader or ministry director will need to fill out the incident form (attached). This form can then be reviewed by the church, leader who was a part of resolving the issue, and the parents of the student. The form will be signed by all parties and filed at the church with the ministry director (Tanner).

**Phone numbers and content information**

U.S. National Suicide Prevention Lifeline at **1-800-273-TALK (8255)** or text "**WYO**" to **741-741**.

Department of Family Services for Campbell County- (307) 682-7277