



## Mission Peoria July 20-25<sup>th</sup>, 2020

### Registration/ Permission Release Form

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Grade Last Completed \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Sex: M F

\*Shirt Size \_\_\_\_\_ Church or Youth Group Name \_\_\_\_\_

\*If no shirt size is provided, one will be chosen for you

#### Emergency Contact Information

Name \_\_\_\_\_ Relationship to Participant \_\_\_\_\_

Home Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Name \_\_\_\_\_ Relationship to Participant \_\_\_\_\_

Home Number \_\_\_\_\_ Cell Number \_\_\_\_\_

#### Medical Information

Doctor's Name \_\_\_\_\_ Doctor's Number \_\_\_\_\_

Allergies \_\_\_\_\_

Medication Sheet Attached *Circle One:* Yes No

Physical Handicaps or Limitations \_\_\_\_\_

Medical Insurance Company \_\_\_\_\_

Policy Number \_\_\_\_\_ Member's Name \_\_\_\_\_

Preferred Local Hospital *Circle One:* OSF St. Francis Unity Point Methodist Unity Point Proctor Hospital

I hereby release Dream Center Peoria/Mission Peoria, its staff and leaders, from responsibility for any injury or illness that my student may sustain during this activity. In the event of an emergency, I hereby authorize an adult leader of this activity, as an agent of myself, to consent to medical treatment as advised and supervised by a physician. Dream Center Peoria/Mission Peoria is not responsible for any lost or stolen items.

**\*By signing below I acknowledge that I have read and agree to the complete Assumption of Risk, as well as all policies, listed in the Mission Peoria Policy Manual available through my youth pastor.**

Signature of Parent or Legal Guardian \_\_\_\_\_

**PLEASE RETURN THIS FORM TO YOUR PASTOR/ YOUTH GROUP LEADER WITH PAYMENT MADE TO YOUR CHURCH.**



# Mission Peoria Medication Form

Student Name: \_\_\_\_\_

Youth Group or

Organization: \_\_\_\_\_

Parent's Phone

Number: \_\_\_\_\_

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Medication						
Dose						
Days of Week						
Time of Day						
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Choose One:

Youth Group Leader will hold  
medications for my student

\_\_\_\_\_  
Parent Signature

Dream Center Peoria will hold  
medications for me student

\_\_\_\_\_  
Parent Signature



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# FREQUENTLY ASKED QUESTIONS

## **Q: What is the cost if I come without a youth group or a church?**

A: SUPER EARLY BIRD RATE: \$200/person --Spots secured with applications and paid for by March 9, 2019  
EARLY BIRD RATE: \$210/person -- Spots secured with applications and paid for by May 11, 2019  
REGULAR RATE: \$230/person – Spots secured with applications and paid for by June 22, 2019  
LATE REGISTRATION: \$350/person – Spots secured with applications and paid for after June 22, 2019

\*If you are coming with a youth group please see your leader for cost

## **Q: Since I am coming without a group, how will I know who to contact for questions or information?**

A: Students that come without a group will be placed into a group of Dream Center's choosing and will not necessarily be placed with friends from outside groups. The Dream Center Office will reach out to you with arrival schedules and any pertinent information that may come up until the time of Mission Peoria. Once you have arrived a team leader will be assigned to you and you will meet with that team for all "youth group" scheduled times.

## **Q: What does the schedule look like?**

A: Mission Peoria will be Monday, July 20<sup>th</sup> – Saturday, July 25<sup>th</sup>. Groups will be given a time slot to arrive on Monday, July 20<sup>nd</sup> between 1 and 3 pm. When you arrive, you will go through sign in to check in, pick up Mission Peoria packet (shirt, ID, bag, water bottle), and then be directed to the area you will be sleeping. After getting settled, all participants meet for an orientation where they find out the rules and expectations, schedule, and team assignments. At the end of the orientation, participants are split into teams and taken to their mission site for canvassing and getting to know their activities. Teams are brought back to campus (DCP/Riverside) for dinner, free time, and worship.

Tuesday through Friday, we start the day with devotion time and breakfast. Then the participants are split into their teams and transported to their mission site. At the mission site, the team does all sorts of service projects, ranging anywhere from landscaping and cleaning to painting and organizing and really just loving on people, it all depends on the site. In the past we have worked with numerous small churches, not-for-profit organizations in low-income areas,

the city, and public schools. After working on service projects all morning, there is a little break time at which time lunch is delivered to the sites. After lunch, participants get ready for Metro Kids.

Metro Kids is a high-energy neighborhood VBS with games, water slides, music, and most importantly the Gospel. The curriculum is preplanned, but is customized by your team to best suit the children taking part in your area. When Metro Kids is finished, everyone is transported back to campus for dinner, free time, worship, and youth group time. During youth group time you will report to the group you are assigned to be with.

Mission Peoria ends on Saturday with Backpack Peoria. First everyone wakes up, packs their stuff, and eats breakfast, then head to DCP where a line has formed around the block. Teams report to their area for the day by 7:30am. The goal is to interact with and minister to those in the line. To keep the flow of the event, individual teams are relieved to eat lunch in shifts. Backpack runs until 12pm, but things start to die down about 11:00/11:30. Some youth groups leave early if they have a distance to drive to get home. Mission Peoria is officially over at 1pm.

**Q: When should parents pick up students?**

A: We ask that local youth groups stay until Mission Peoria is officially over at 1pm to help clean up from Backpack.

**Q: Where do we sleep?**

A: In designated areas at DCP or Riverside. Girl and guy sleeping areas are in separate buildings. You will need to bring sleeping supplies – sleeping bags, pillows, etc. You will be sleeping on the floor, so some people even bring blow up mattresses. Sleeping area is limited, so we ask that if a blow up mattress is brought that it is a **twin size only**. Larger blow up mattresses will not be allowed.

**Q: Where do we shower?**

A: There are limited showers located at each facility. Each night after youth group time, we will take participants to the Riverplex to shower.

**Q: What about food?**

A: We provide Monday dinner through Saturday Lunch. Meals are nutritionally balanced. Breakfast and dinner are hot meals and sack lunches are delivered to each site for lunch. You are more than welcome to bring snacks. We will also have some snacks available.

**Q: What if someone in my group has food allergies?**

A: We do our best to accommodate food allergies, but in feeding large numbers it is difficult to do. Please let us know ahead of time of specific allergies. Our kitchen is unable to accommodate people with food allergies such as gluten, eggs and nuts. We do have space for students to bring their own food for allergy prevention.

**Q: What happens if a participant is found off campus without permission from Mission Peoria Directors?**

A: No matter how close or how far the participant lives from Dream Center Peoria, they will be sent home.

**Q: What if someone has another activity during the week (ie. work, practice, tournament)?**

A: Mission Peoria might not be for them. Although Mission Peoria is a local mission trip, it is still a mission trip. We want students to be engaged and get the full experience, that is hard to do if you leave.

**Q: How are teams decided?**

A: We ask each youth group leader to split up their group into teams of 4-5 students. If desired, we can have one of your youth leaders with each of the groups of students. You can also tell us which leader to go with which students. We then use the students that sign up without a group to fill in the gaps for the teams.

The groups are then matched up with other groups to form teams of 20-25.

**Q: Can cancellations be made?**

A: Cancellations can be made. Please see the Mission Peoria Policy Handbook for cancellation details.



MISSION PEORIA 2020

july 20-25

POLICY HANDBOOK

## INTRODUCTION

We have prepared this handbook as a general statement of our policy and as a guide for general information about Mission Peoria. The provisions of this handbook are designed to serve as guidelines rather than as absolute rules, and exceptions may be made from time to time on the basis of particular circumstances (excluding the legal disclaimer, which is permanent). Further, this organization reserves the right at any time to change, delete or add to any of the provisions or benefits in its sole discretion. This handbook supersedes all prior oral or written policies and guidelines. All policies are dated as of January 29, 2015. Unless otherwise noted under "Authorized Revisions Date".

### Authorized revisions Dates:

#### Initial Revision

AH	Date: 11/11/2010	CK	Date:01/29/2015
CK	Date: 01/06/2012	ML	Date:07/12/2017
CK	Date: 01/23/2013	ML	Date:01/01/2019
CK	Date: 01/22/2014		



## MISSION STATEMENT

Impacting families living in poverty, starting with kids and youth

## **Legal Disclaimer**

BY SIGNING YOUR APPLICATION (OR HAVING YOUR GUARDIAN SIGN IF YOU ARE UNDER 18) YOU ARE AGREEING TO THE FOLLOWING:

1. I am a volunteer worker and acknowledge that I am not an employee of Dream Center Peoria.
2. I am aware of the hazards and risks to my person and property associated with serving in a missions capacity, such hazards and risks including, but not being limited to, death or injury by accident, disease, weather conditions, inadequate medical services and supplies, criminal activity, and random acts of violence. I accept my assignment with full awareness of these risks and I voluntarily assume all risks of death, injury, illness, and damage to myself or any member of my family associated with such risks, and any damage to my personal property. I also understand that I am responsible to only bring to the field what is necessary for me on this trip and these items may be lost or stolen. Dream Center Peoria is not liable for my belongings, and if I would like insurance for my luggage, I must be responsible to attain that myself. I further recognize that such risks have always been associated with missionary service.
3. I attest and certify that I have no medical conditions that would prevent me from performing my duties.
4. I waive and release any and all claims for damages which I, or my parents, heirs or successors, may have against Dream Center Peoria, or any agent or employee of any of such organization, arising from my death, injury, or illness, or any property damage or loss occurring during the term of my assignment or as a result of my assignment.
5. I expressly waive any defense to the enforcement of any provision of this commitment arising from a claim of lack of consideration and warrant that this commitment constitutes a legal valid and binding obligation upon me enforceable against me in accordance with its terms.
6. I expressly agree that this assumption of risk and indemnity agreement is intended to be as broad and inclusive as permitted by law. We further state that **WE HAVE CAREFULLY READ THE FOREGOING ASSUMPTION OF RISK AND UNDERSTAND ITS CONTENTS, AND WE VOLUNTARILY SIGN THIS RELEASE AS OUR OWN FREE ACT.** I hereby state that I have personally read and completed this Parental Consent/Release Form in its entirety, and I am responsible for what it entails. I specifically state that I agree with the Assumption of Risk form.

## **Age Requirements**

Mission Peoria requires all applicants (excluding adult leaders) to be in Junior or Senior High.

## Items to Bring

1. Comfortable Clothing & Shoes
2. Work Clothes & Shoes
3. Toiletries
4. Bible, Notepad, Ink Pen
5. Bedding (Sleeping Bag, Pillow)
6. Portable Fan & Extension Cord
7. Towels & Shower Shoes
8. Camera
9. If applicable, medication (Check in with leadership.)
10. Snacks
11. Hat, Sunglasses & Sun Screen

**Do not bring musical instruments of any kind or blow up mattresses over size twin**

## Rules and Expectations

1. Respect leadership, adults and one another.
2. Guys and girls are not allowed in one another's sleeping areas.
3. A guy and girl are not to be alone without a third party present.
4. Public displays of affection are not allowed.
5. Do not leave premises without specific permission from director(s).
6. Modest clothing is expected, monitored and enforced.
7. We reserve the right to inspect personal belongings. Holding or disposal of improper items is the right of the director(s).
8. Schedule must be observed by everyone and attendance is mandatory.
9. Firearms, knives, weapons, clothing or items of question are not allowed.
10. Observance of personal cleanliness, courtesy, and Christian conduct are expected.
11. Profanity and fighting will not be tolerated.

## Cancellation & Refunds

**Policy:** It is the policy of Dream Center Peoria that participants will receive a 75% refund on cancellations until June 26th. No refund will be permitted after June 26th.

### **Procedure:**

1. Contact Dream Center Peoria to notify them of the cancellation.
2. Dream Center Peoria will offer the opportunity for a substitution of applicants.
3. If substitution is accepted, new applicants information is due immediately.
4. If no substitution is made, Dream Center Peoria will issue a refund check when applicable to contacting church.

## Discipline & Enforcement

**Policy:** It is the policy of Dream Center Peoria that participants adhere to rules and regulations set by Dream Center Peoria.

### **Procedure:**

1. Participants are subject to the direct authority of the adult leader of any given activity.
2. If necessary, the activity leader will consult Mission Peoria directors.
3. Mission Peoria directors will refer to the participant's youth leader when needed.

## Medicine Usage

**Policy:** It is the policy of Dream Center Peoria that all medication usage be monitored.

### **Procedure:**

**\*Youth group leaders may maintain and monitor medications for his/her youth group. Mission Peoria leadership must be notified of this choice through a signed letter turned at the time of sign in.**

1. Participants will document medication needs on their applications and Medication Forms.
2. Participants will turn in medications and Medication Forms filled out in full with medications in original containers to Mission Peoria staff at registration in a ziplock baggie.
3. Mission Peoria staff will designate persons to dispense medications. Parents may choose to have their student's leader dispense medication but must sign the bottom of the Medication Form stating so and turn into Dream Center Staff.
4. **Participants are responsible to see the designated persons when they need to take his/her medicine.**
5. Participants need to claim their medication upon leaving.
6. Dream Center Peoria will discard any medications that are not claimed within two weeks from the end of Mission Peoria.

## Injury and Illness/Emergency Situations

**Policy:** It is the policy of Dream Center Peoria that all participants be protected while entrusted in our care. We will make every effort to prevent and minimize emergency situations.

**Procedure:**

1. In the event of an injury or illness, the activity leader/adult in charge will assess the situation.
2. The activity leader/adult in charge will notify Emergency Responders if necessary.
3. The activity leader/adult in charge will notify Mission Peoria directors.
4. Mission Peoria directors will notify the participant's church group leader.
5. Mission Peoria directors will refer to the participant's application for specific medical needs/requirements.
6. If the participant needs to be transported to the hospital, an adult will accompany the participant.
7. The participant's church group leader or designated leader will be required to meet the participant at the hospital.
8. The participant's church group leader will notify the participant's guardians.
9. The Mission Peoria directors and the participant's church group leader will consult with the guardians and determine whether or not it is appropriate for the participant to return to Mission Peoria.

## **Incident Reporting**

**Policy:** It is the policy of Dream Center Peoria that all injury and illness situations be reported and documented.

**Procedure:**

1. In the event of an injury or illness, the scenario must be documented by adult witnesses.
2. Adult witnesses must notify Mission Peoria directors.
3. Mission Peoria directors will assist adult witnesses in filling out proper documentation
4. Documentation will be maintained by Dream Center Peoria.

## Reporting Child Abuse and Neglect

**Policy:** It is the policy of Dream Center Peoria that all Mission Peoria directors are mandated reporters. While serving the community, it is possible to come across scenarios where abuse is suspected or admitted. It is important to follow a line of command so as to offer assistance while not disrupting the flow of Mission Peoria, nor escalating the suspected abuse situation.

### **Procedure:**

1. If a child abuse situation is suspected in the life of a participant, the adult who has this information will notify Mission Peoria directors.
2. If a participant obtains information about abuse from a child while serving the community, the participant will directly notify his/her activity leader/adult in charge.
3. The activity leader will notify Mission Peoria directors.
4. Activity leaders will be responsible for disseminating this policy to participants prior to serving in the community so as to maintain a high level of sensitivity and professionalism.

## Cell Phone/MP3 player Usage

**Policy:** It is the policy of Dream Center Peoria that Mission Peoria be viewed as any mission trip throughout the world. The focus of the trip is serving Peoria.

### **Procedure:**

1. Cell phone/MP3 player use should be kept to a minimum and only allowed during free times.
2. Dream Center Peoria is not responsible for lost, stolen or broken cell phones/MP3 players.
3. Church youth leaders are to decide if their groups are allowed to bring cell phones/MP3 players.
4. Dream Center Peoria will offer a place for youth leaders to securely store cell phones/MP3 players should they decide to collect them from their participants.

## Parental Involvement

**Policy:** It is the policy of Dream Center Peoria that Mission Peoria is a closed campus to maximize security and safety. We understand parental concern, and we are more than happy to communicate with parents when necessary.

### **Procedure:**

1. Parents are not allowed to come to Mission Peoria for any reason without corresponding with Mission Peoria directors.
2. Parents are not allowed to remove participants from Mission Peoria without corresponding with church youth leaders and Mission Peoria directors.
3. Parents are not allowed to bring items to/take items from participants without corresponding with Mission Peoria directors.