

Safe Church Guidelines for All Adults at Youth Events

- All adults are **required** to have completed Sexual Ethics Training in order to be part of a youth event
- All adult participants and adult team members will meet with the Program Officer or Event Coordinator(s) prior to the official start of a Diocese of East Carolina Youth Event.
- **Small Groups** - Be a good listener and ask follow-up questions. Do not take over for the young person who is the designated small group leader. *You may share about yourself, but not too much.*
- **Meals** - Try to sit with young people, though often this is a challenge. Encourage young people to only take what they can eat. Please keep an eye on young people & what they are or are not eating.
- **Dressing & Showering** - Adults should not share a bathroom or shower rooms with young people. At Trinity Center, all adults will share the "middle room" bathroom for showering and dressing.
- **Crisis or Health Issue** - Report them immediately to the Program Officer, the Event Coordinator or the Camp Trinity Director.

I have read the accompanying Community Covenant including: the Non-Negotiable Regulations, the Christian Community Expectations, the Technology Agreement & Adult Expectations I have also read the Safe Church Guidelines for Adults at Youth Events. By signing below I acknowledge, understand and accept the consequences should I choose to break any portion of this Community Covenant and I agree to abide by all Safe Church Guidelines.

(Signature) _____

(date) _____

Medical Insurance Usage and Health Information **You MUST COMPLETE this section.**

Date of last Tetanus shot/booster: ____/____/____

Please list any necessary medical/health information (ex: drug allergies): _____

Please list all regularly taken medications & dosage: _____

Other information about you that would be helpful for us to know: _____

Medical Insurance Information - **If you would like your medical insurance used should the Diocese of East Carolina need to seek medical treatment on your behalf, please include a front and back copy of your insurance card(s).**

In the case of an emergency to obtain medical treatment if I am unable to do so myself, my signature authorizes the use of this information by The Diocese of East Carolina (employees, volunteers, and agents). I agree to be financially responsible for all costs incurred, whether or not medical insurance information is provided.

(Signature) _____

(Date) _____



The Episcopal Diocese of East Carolina **Sr. High Fall Break** **Nov. 1-3, 2019**

MISSION POSSIBLE

Parish Registration Deadline
September 15, 2019
Space is Limited
Forms will due to your church earlier

ADULT REGISTRATION INFO

Complete Registration for
Youth AND Adults includes:

- 1) All blanks filled
- 2) All signatures in all places
- 3) **A Check for \$145 made payable to the Diocese of East Carolina. Sr. High Fall Break fees are non-refundable.**

- Friday, November 1st - Arrive at the Fayetteville Disaster Recovery Housing Site between 5:30 - 6:15 PM
- Sunday, November 3rd - Depart the Fayetteville Disaster Recovery Housing Site at 11:00 AM
- **What to Pack**
 - Sleeping bag/blanket and sheets & Pillow
 - Towels and Toiletries
 - Appropriate sleepwear - you will be in a shared living space
 - Appropriate worksite clothes (a detailed list will be sent closer to the event)
 - A refillable water bottle
 - Open heart and mind

ALL ADULTS MUST Complete Sexual Ethics Training be part of Diocesan Youth Events. Please Contact Emily Gowdy Canady if you not taken the course or have questions.

Expectations of Adults at Youth Events

Thank you for being present and for shepherding young people from your parish through a Diocesan Youth Event. You are giving the young people from your parish and the diocese a tremendous gift by sharing your time in this way. Whether its your first time or your fiftieth, it is important to review how adults serve as ministry partners with those in leadership for the current event. Remember that youth events, on the whole, are lead by young people learning and growing in their faith and leadership skills.

Preach the Gospel at All Times

- Be approachable. Be open-minded. Be inclusive. Be Positive. Be welcoming. Be gracious. Be kind.
- Treat everyone present as you would want to be treated
- Lead by example. Do what we ask young people to do. (Sing play games, sit on the floor, pray)

Partner in Ministry

Remember you are the ADULT. While you are primarily responsible for the young people from your parish, youth events create a broader community. We support everyone and hold each other accountable no matter which parish we call home.

Build Relationships

- Affirm and respect young people.
- Give praise when good choices and right behavior is observed.
- Offer careful and gentle feedback to young people in leadership roles.

Supervise

- Encourage. Observe. Discourage. Address. Remove.
- These five words should help you live and move among the young people during a youth event.
 - **Encourage** young people and other adults too fully participate in all aspects of an event.
 - **Observe** young people. If you see something you consider disrespectful, disruptive, or rude, don't hesitate to...
 - **Discourage** the behavior.
 - **Address** the behavior directly and verbally.
 - **Remove** the young person if the behavior does not stop after discouragement and addressing it directly.
- Help young people maintain event boundaries, both physical space and time.
- Be on time. Help young people be on time. Program, worship, meals, etc. do not begin until everyone is present.
- Respect the property and help young people do the same. Everyone is responsible for cleaning up after themselves in the dorms and common spaces. Encourage and remind young people of this responsibility when necessary.
- You may be responsible for young people in your cabin who are not from your parish. Please do not forget about them when checking in with and checking on young people at gathering times and meals.
- You may be asked to monitor activities during free time or assist with activities during other times at the event.

Be an active participant

- Remember to have fun, try something new, and see your faith in a new way.
- You may be asked to monitor activities during free time or assist with activities at other times during the event.

Adult Community Covenant

Non-Negotiable Rules

Choosing to break any one of the rules listed in this section will result in IMMEDIATE removal from the community & being sent home as expeditiously as possible at your own expense.

1. Using, possessing or arriving under the influence of illegal drugs, prescription drugs not prescribed to you, alcohol, tobacco, vaping or juul products of any kind.
2. Inappropriate sexual behavior
3. Possession of firearms, knives, fireworks, other explosives or any other kind of weapon
4. Possession of live animals
5. Unauthorized use or mistreatment/destruction of the facilities/ grounds or event site, housing locations, or any other area that may be part of a youth event.
6. Leaving the designated areas or grounds without permission.

Christian Community Expectations

Repeated violations of these expectations may result in removal from the community & being sent home. The Program Officer/Event Coordinator make decisions about consequences:

1. Treat others as you would like to be treated,
2. Arrive on time and will stay for the entire event. Be on time to all activities during the event, including ALL meals. Abide by curfews, quiet times & all boundaries.
3. Guests are not permitted at any point during the event.
4. All participants are required to have signed & completed medical forms on file to participate in the event.
5. Cars must be parked in the designated area and must be locked for the duration of the event. Youth may not visit their car without permission The Program Officer/Event Coordinator.

Technology Agreement

Adults are often engaged in a tremendous amount activity involving electronics and technology. Choosing to be in Christian Community means you are willing and able to set time apart from the regular pace of every day life. It is strongly encouraged that you not bring and/or strongly limit the use of:
• Cell Phones • Tablets • Laptops • MP3 Players • other electronic devices not medically necessary

Adult participants may have obligations to family and at home. Should you need to make a call home, please do so discreetly. Go away from the group and ensure it is NOT during scheduled program or meal times. The Adult in Charge* has the right to ask you to discontinue technology use at any time. The Diocese of East Carolina is not responsible for lost, stolen or damaged items.

Return Completed Forms to Your Youth Leader

Questions? Contact Emily Gowdy Canady
egowdycanady@diocese-eastcarolina.org or
252-522-0885, ext. 226

Participant Information

Name: _____

Preferred Name: _____

Gender: _____ Date of Birth ____/____/____

T-Shirt Size: S M L XL XXL

((mailing address)

((Street/PO Box)

North Carolina, _____

((zip code)

((E-mail: one that is regularly checked)

Cell Phone: (_____) _____

Willing to receive texts regarding the event? YES NO

Other Phone: (_____) _____

Parish: _____

Parish City: _____

Youth Leader, Rector or Sr. Warden's Name: _____

Emergency Contact Information

Contact Name (1): _____

Relationship to you: _____

Primary Phone: (_____) _____

Alternate Phone: (_____) _____

Contact Name (2): _____

Relationship to you: _____

Primary Phone: (_____) _____

Alternate Phone: (_____) _____

Sexual Ethics Training

ALL ADULTS are **REQUIRED** to take Sexual Ethics Training **PRIOR** to attending a Diocesan Youth Event. If you have not taken this training, you **must** contact Emily Gowdy Canady in order register for a youth event.

_____ date training was taken & (location)* *If taken online, write "online"

Photo & Media Release

The Diocese takes photographs at all events. As a result you may be photographed & appear in Diocesan publications or on the Diocesan website. Some photographs may be identified by name. If you DO NOT want your photograph published, please check _____ No.

For Office Use - Date Received _____ Check # _____ Cov/Med _____ Processed _____