

crosstown

YOUTH

CODE OF CONDUCT

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PURPOSE & VISION

PURPOSE

Crosstown Youth Ministry is a nurturing Christian community that equips teenagers with the clear understanding of the Gospel, so that they might desire a personal relationship with Christ and feel compelled to move the gospel forward with excitement, energy, and creativity. It is our desire that our teens develop hearts that hunger for the Lord, minds that seek His ways, and spirits that long to give Him glory. Sometimes, glorifying God will look like participating in a service project or engaging in a worship night. At other times, it may simply be enjoying the mutual bond we share as believers in Christ through fellowship. In all things big or small, we want to give praise to the one who made us and redeemed us, and we desire to see this generation take a stand for Jesus Christ.

VISION

The Crosstown Youth Program is a ministry that works with teens from the 6th grade through 12th grade. The goal of this ministry is to make disciples that strive to imitate Christ in each individual moment of their life.

At the core of any ministry are relationships. That's why one of the primary focuses of Crosstown Youth is building relationships with our students that extend far beyond just knowing their name and where they go to school.

The end-goal of The Crosstown Youth Group is to help parents and guardians equip their teenagers to be disciples of Jesus who are theologically sound, who after graduating will go on to remain vital members of the church in their college years and beyond.

With God's direction and blessing, each student that graduates out of The Crosstown Youth program will do so loving Jesus more than before and growing in a faith they can claim as their own.

EXPECTATIONS

The following section has been created to provide a basic understanding of what can be expected from The Crosstown Youth Program and what we can expect from you, the parent or guardian, and your teen.

WHAT YOU CAN EXPECT FROM US...

ATMOSPHERE

We strive to provide an atmosphere that is fun, uplifting, and comfortable. We're fairly relaxed and fun-loving on most occasions, but we also try to maintain a degree of reverence and respect when it's time to be serious, especially when worshipping and focusing on God's Word.

FRIENDS

The Crosstown Youth Program provides an encouraging Christian peer group for all middle school and high school students. We want everyone to know and to feel that they belong here. We promote unity within our group and provide many opportunities for fellowship.

LEADERS

Our aim is to enlist adult volunteers who are responsible, spiritually mature, and love working with teenagers. With the sole purpose of fostering a spiritual desire in the hearts of the students, and to be a source of encouragement and acceptance.

TRANSPORTATION SAFETY

Any time travel is required for an event or activity, we take all appropriate precautions to ensure the safety of the kids in our safekeeping. Drivers are always well-rested and alert, and all passengers are required to wear safety belts at all times, even in the van. Adults do not send or read text messages on their cell phones while driving. Speeding is not be permitted, even when running behind schedule. As a general rule, students are not be allowed to drive themselves or other students to events where the youth group is traveling together. Exceptions can be made, but they must be cleared with the Youth Minister in advance.

RESPONSIBILITY

Responsibility for the teens at a Youth function primarily rests with the Youth Minister, and secondarily with the other adult leaders present. All of the adults who work with The Crosstown Youth Program are committed to the safety and well-being of the teens under their care. That being said, responsibility for the students rests in the hands of the parents or guardian who brought them during the general worship assembly, and when they are at Crosstown not participating in a Youth activity.

COMMUNICATION

We make every effort to communicate with parents as effectively and thoroughly as possible. Regular forms of communication include: newsletters, Sunday bulletin, up to date website information, monthly calendars, emails, in-class announcements, One Calls, and Sunday morning announcements in the worship assembly. Occasionally, phone calls will be made to a parent or guardian to address a specific issue. We strive to keep lines of communication open both ways, and we are glad to address any questions, comments, or concerns that a parent or guardian might have.

WHAT WE EXPECT FROM PARENTS AND GUARDIANS...

PRAYER

Parental prayer support is an incredibly important part of the spiritual development of teenagers. As Christians, we should take everything to God first, and this certainly includes the spiritual well-being of our children. We ask that parents and guardians pray specifically for the Youth Group and its leaders, that they will have the wisdom, patience, and love to pour their hearts into sharing the love of God with our teens.

SUPPORT

The only way the Crosstown Youth Program can be an influential aspect of our teens' lives, is if we have the support of their parents. We ask that parents and guardians encourage the youth to be involved in the larger body of the church, encouraging and uplifting the work that is done with the students. Also, we hope that parents and guardians will support any disciplinary action that must be taken with their child, and we hope they will understand that while we strive to be gracious and forgiving, we are also looking out for the safety and well-being of all the students under our care.

SPIRITUAL RESPONSIBILITY

Parents and guardians are asked to take on the responsibility of being the primary spiritual influence in the life of their teenagers. Parents and guardians have the greatest spiritual impact on their children. The Crosstown Youth Program is not here to replace the role of the parents, but rather to be a supplement to the spiritual nurturing a teen receives from home.

INVOLVEMENT

The Crosstown Youth Program cannot exist without volunteer support. Because our program desires to partner with parents and guardians in ministering to our teens, all parents and guardians are encouraged to look for a way to get involved. It is impossible for every parent and guardian to be involved in every activity we do, however; there are numerous opportunities during the year through which an interested parent or guardian may participate.

FEEDBACK

Communication should never be one-way. This is why parents and guardians are free to communicate with the Youth Minister regarding any questions, comments, problems or concerns they may have. Ideas for future events, possible lesson topics, even criticisms; all are welcome as long as they are presented respectfully and out of a genuine desire to see the Youth Program be as effective as possible.

RULES

We expect the support and understanding of parents and guardians with the enforcement of our rules and discipline. We ask that parents and guardians convey to their teen why we have certain rules, and the responsibility they have to respect those in authority.

SPONSORS

Sponsors have discretion of dealing with issues themselves, but they must always notify the Youth Minister of the issue and the action taken as soon as it is reasonable. For instance, a sponsor shouldn't go find the Youth Minister to ask a couple to stop PDA activity. They should address it themselves, then make the Youth Minister aware of the situation, so that the behavior can be monitored in the future.

PUNCTUALITY

Every effort is made by the leaders to abide by the stated departure and arrival times of a given event. Parents and guardians can aid in this effort by being

punctual in dropping-off and picking-up their kids. Leaving late for a Student Movement event because of the tardiness of one individual, is considered disrespectful to the whole group. Parents and guardians should be ready to pick-up their kids at the predetermined time. If pick up times are to change, parents and guardians will be notified in advance.

WHAT WE EXPECT FROM TEENS...

RESPONSIBILITY

Even with a 1-to-1 adult-to-student ratio, it would be difficult to keep an eye on every teen at all times. This is why we expect our students to take responsibility for their own actions during Youth activities. We expect students to understand that they are representing God at all times. Especially when we are out in public or at an event. We expect all students to act appropriately, acknowledging that teenagers are capable of greater maturity than is often credited to them.

RESPECT

- Everyone who participates in a class, activity, or trip with the Crosstown Youth Program is as deserving of respect as everyone else. Disrespecting one's peers and one's leaders is not, and will not, be tolerated.
- If a sponsor asks a student to do something, the student is expected to do it (unless doing so would be a moral problem, or would put the student in danger). This includes things like: cleaning facilities, stopping an activity that may be against the rules or getting dangerous or interfering with the rest of the group, changing clothes if determined inappropriate in style/fit/content (content meaning inappropriate language/pictures), etc.
- We expect all students to respect the property of others, including the property of Crosstown Church of Christ (church building, van, bus, classrooms, fellowship room, etc.). This is also important when we go on trips and stay at hotels or homes.
- We expect students to clean up after themselves. Thorough cleanup is also expected whenever the Youth Program gathers together. Nobody leaves until the cleanup is complete.

PARTICIPATION

When a function has been planned, there is an expectation that those who choose to attend will also participate.

RULES & GENERAL GUIDELINES

The following are **always** prohibited when at a youth function with The Crosstown Church of Christ, and apply to both adults and teens:

- Illegal drugs, tobacco products, and alcohol
- Weapons (exceptions may include small pocket knives on some trips)
- Excessive flirting and physical affection
- Sexually promiscuous behavior
- Rude and offensive language
- Acts of violence and aggression

Cell Phones: Students' cell phones are not generally prohibited, unless otherwise stated, there are times when using them is inappropriate and disrespectful. Examples of such times include during class, Fam groups, and worship. In the event that a student is caught using his or her cell phone during an inappropriate time, they will receive a warning to put it away. If it poses any further distraction, it will be taken away until the end of the event.

Appropriate Dress: Not all modern fashion trends are reflective of the righteousness God calls us to, and we strive to maintain an atmosphere that is largely free of distractions and temptations due to inappropriate dress. For girls, we do not tolerate spaghetti straps, tube tops, or low-cut shirts. Shorts must have 5 inch inseam. Guys must wear shirts at all mixed gender events (except for swim events). Concerning swimming events, girls' bathing suits must either be one piece, a modest tankini, or they must wear a non-white shirt over their bikini top. Guys will not be permitted to wear Speedo-style swimwear or other tight-fitting swim trunks. These rules will be adjusted when necessary to meet the required rules set by the facilities we use.

Snacks: On retreats and other extended trips, snacks may be brought or purchased, but are considered a privilege that may be taken away if they produce a mess. In all situations, we will abide by facility rules, and respect the decision for that event.

SAFETY GUIDELINES & PROCEDURES

Safety is a major priority for The Crosstown Youth Program. The following is intended to serve as a general guide for establishing safety protocol for a variety of events and activities.

OVERNIGHT EVENTS

- Parents and guardians will complete the Medical Release Form. Students will sign the Code of Conduct.
- Parents will receive information regarding location and arrival, and departure times. They will also be given emergency contact information.
- Student drivers will not be permitted to leave an overnight event unless given special permission by the Youth Minister and the student's parents or guardian.
- If there is special medication that must be administered to a student, this should be put in written instructions and be discussed with the Youth Minister before the group leaves.

TRANSPORTATION

- All vehicles, church vans and private vehicles, will be driven by responsible adults who will obey all traffic laws; including requiring all passengers to wear seat belts.
- Vehicles will not exceed the maximum capacity for passengers.
- Rowdy behavior will not be permitted inside a vehicle.
- The driver of a vehicle has ultimate authority for what constitutes inappropriate behavior in the vehicle.
- For trips over 5 hours, a second adult will be present in the vehicle.
- Students will not drive themselves to events where the youth group is traveling together, unless special permission has been granted. In such a case, other students may ride with the driving student only if their parent has given permission directly to the Youth Minister and/or the adult sponsor in charge.

SWIMMING & LAKE EVENTS

- Around water where no certified lifeguard is present, at least one adult will be designated to watch over the swimmers and to enforce safe behavior. No students will ever be permitted to swim without adult supervision.

- No jumping off rocks or trees if higher than 15 ft., and only after an adult has ensured there is no risk of injury in the water below.
- At a lake, students are not permitted to swim more than 15 yards away from the shore unless aided by a flotation device. Swimming across a lake is prohibited.
- Boats will be piloted by adults with experience in water craft.
- When skiing/rafting/tubing/wake boarding (etc.), all participants must wear life jackets.

HIKING

- Solo-hiking is not permitted.
- Students are never allowed to go hiking without an adult.
- Off-trail hiking is only permitted when accompanied by a qualified adult.
- Mines and caves are not to be entered. (Unless accompanied by a guide)
- Hikers intending to hike for longer than 30 minutes are required to take water.

STAFFING

- For overnight trips (retreats, lock-ins, etc.) - 1:7 staff to student ratio.
- Day trips and activities - 1:10 staff to student ratio.
- All adult leaders and sponsors will have undergone a standard background check.
- All over night events require at least one male and female adult sponsor/chaperone.

BOY/GIRL POLICIES

As a general rule, boys and girls are not permitted in each other's rooms, cabins, or tents. This is to protect the privacy of both groups. Students are to respect all established "girls-only" or "boys-only" zones or boundaries.

EMERGENCY PROCEDURES

These guidelines serve to provide a basis for an appropriate plan of action in the event of emergency.

- In the event that one or more students are missing or lost, youth leaders and sponsors will ascertain their last known whereabouts and then send one or more adults to that area to begin searching. When applicable, the facilities manager (*ex: a retreat center host*) will be notified and consulted. The search will not cease until the missing individuals are found.
- In the event of an injury, the most qualified adult will be brought in to handle the medical situation. The parents of the injured teen will be notified immediately for anything more serious than minor bumps and scrapes.
- In the event of a natural disaster while at a youth function, the adult leaders will gather all students to a single, well-protected place. Depending on the circumstances, parents will be notified during, or immediately following the emergency situation.
- In the event of a serious vehicle accident, parents will be notified immediately. Trained emergency response teams will be trusted with the medical treatment.

DISCIPLINE POLICY

Discipline in The Crosstown Youth Program is not intended to control the behavior of our teenagers, but to create the best possible setting for them to experience God.

3 STRIKES

Discipline during Sunday and Wednesday class time is handled via a simple 3-strikes policy. For the first disruption, a student will be given a verbal warning. On the second disruption, they will be relocated to another seat. Upon the third disruption, they will be asked to leave the class and may be escorted to their parents, guardian, or a sponsor. The reason for a strict policy is a matter of respect. For a student to get to the point where they are asked to leave, means that they were disrespecting the teacher and the other teens by not controlling their behavior and causing distractions and disruptions. Such actions have a negative impact on the entire class, and will not be tolerated.

BEING SENT HOME

In extreme cases of delinquent behavior, the parents or guardian of the student will be called, and will be required to come and pick up their child at their own

expense. The student will serve a two week suspension from all events, and will not be allowed back at events until a parent or guardian has met with the Youth Minister, Elder, or other Adult sponsor and an understanding of behavioral improvement has been agreed upon.

SIGNING UP & PAYING FOR EVENTS

SIGNING UP

When preparing for various events, it is necessary to know how many students will be attending weeks in advance of the actual event. Signing up for an event is **always** better when it is done sooner than later.

There are two ways to sign up for an event:

1. A student can write his/her name and info on a sign-up sheet located on the metal event board in the youth Room.
2. Students or parents can communicate directly with the Youth Minister. Sign up deadlines exist for a reason, and it is important that an accurate count be established by the deadline date. Occasionally, it will be possible to add a student after the fact, but everything is much simpler when deadlines are observed.

PAYMENTS

Payment deadlines should also be respected unless a special agreement has been made with the Youth Minister.

- Payments for Youth events may be made in the form of cash or check, but the money should always be given directly to the Youth Minister unless otherwise noted.
- If **cash** is given, please put in a sealed envelope with the Student's name, and event name that the money is to be used for.
- If **check** is given, please make it out to Crosstown Church of Christ, and put the event/child's name on the memo line.

NEVER let money stop you from letting your teenager go on a trip or being involved in an activity; there are Scholarships available if needed

NONREFUNDABLE

Please understand that there is no refund of set money given for any Youth event. Once your teenager has signed up and paid the cost, you will not be refunded if they pull out of going. The only exception to this is in case of a family emergency, death or if they can find someone to take their spot.

SCHOLARSHIPS

Crosstown Youth Ministry puts a strong focus on serving others. We feel strongly about service, however we do not require a specific amount of service hours from a student for he or she to be involved scholarship.

SCHOLARSHIP CAP

The Crosstown Youth Ministry Scholarship program will cover as many students as possible. To make the funds last, a \$250 cap has been placed for summer activity scholarships per student, per summer.

MAIN SUMMER EVENTS

Church Camp:

Service hours are not required to attend this event.

Involvement in the youth program and service projects is required to receive scholarship for camp.

Mission Trip:

Students interested in participating in the mission trip must, complete the required training or prerequisites and apply to be considered for the mission trip team.

While there is no set amount of service hours required to go on the mission trip, a student's involvement in the area of service and their attendance to service activities is one of the key areas of focus when approving applicants.

Our mission trip application specifically asks what church sponsored service events they have been involved with over the past year. Students interested in participating in the mission trip should strive to be involved in at least 6 service related events coordinated by Crosstown youth or by the church.

Examples of a few of our service event opportunities are but not limited to: Golden Agers Banquet, Vacation Bible School, Service Slamma Jamma's, Church service day, Visitation-In-Person, Monday night for the master, and Kids 4 Christ

OVER NIGHT TRIP CELL PHONE POLICY

I know in today's culture many of our teens and parents stay in daily communication via cell phones. I also understand the trust that you are placing in me by allowing your teen to come on this trip. On my trips I allow your teen to have their cell phone until we reach our destination (In this case _____). Once we reach our destination, I will pick up cell phones and lock them up in a safe, and they will be returned to your teen on the way home. I believe for one week it is so important for your teen to be without their cell phone, and I want to make sure you understand why I have this policy.

I believe that there is a very real value in your teen spending a week unplugged and disconnected from their digital lives. I believe that taking time off from our phones, computers, social media, video games, etc. can open up the space in our minds and hearts to hear and feel God at work. Unplugging from technology allows us to build stronger relationships with one another by increasing the quality and frequency of our social interactions.

If there are any situations regarding your teen while on this trip that you need to be made aware of (medical issues, severe homesickness, etc.) we will call you. I have given you emergency number's below for myself and all the adults who will be attending this trip if you need to get ahold of your teen.

In addition, if you would like daily updates on what we have done you can get a summary everyday by following us on Facebook [@CrosstownYouthMinistry](#), Instagram [@crosstownym](#).

CONTACT NUMBER:

Logan Hackworth

405-443-5004

For every overnight trip we go on, a letter like this will be given to each parent, detailing our destination in addition to contact information for every adult that will be on the trip.

OPPORTUNITIES FOR PARENTAL INVOLVEMENT

Parents and guardians often ask how they can become involved with the ministry their teen participates in. The Crosstown Youth Program has many opportunities for parents and guardians who want to join the effort to teach the love of God to our teenagers.

The Youth Program cannot function without the help and support of our wonderful parents, guardians, and sponsors. Listed below are a few examples of how parents and guardians can be involved in the Crosstown Youth Program

CHAPERONE

We are always looking for adults who are willing to accompany our students on the various events and activities throughout the year. Volunteers do more than simply “babysit;” and are to interact with the teens and participate along with the rest of the group.

There will usually be events each month, and every event needs willing adult volunteers to pull it off successfully. Anytime an event takes place away from the church building, there is the possibility that volunteers will be asked to drive kids to the destination.

LEAD

Youth Program trips are different from monthly events and activities in that they typically involve going somewhere out of town for more than one day. This extended time requires a larger commitment from our adult volunteer leaders and sponsors, but the relational and spiritual benefits for our kids are usually greater on these trips. volunteer leaders on Youth trips are asked to perform a larger range of tasks other than simply chaperoning, such as leading a small group, organizing kids for a game, helping with clean-up and take down, etc.

TEACH

Our regularly scheduled class time is Sunday, 9:15-10:00am. We are always looking for additional teachers who are willing and eager to work with our students. The most critical need is for teachers who can commit to weeks or months at a time, substitute teachers are always needed as well. Curriculum can be provided each week for teachers to ease the stress of lesson planning.

CONTACT INFORMATION

**Crosstown Church of Christ
3400 East Admiral Place
Tulsa, OK 74115-8227
(918) 834-1395**

**Logan Hackworth, Youth and Family Minister
(405)-443-5004
logan@crosstownfamily.org**

**Check us out on the web at:
(www.crosstownfamily.org)**

The Crosstown Youth Program Code of Conduct

(Initial on the line)

- ____ 1. I will dress modestly at all times. (No spaghetti straps, tube tops, or low-cut shirts will be tolerated. Shorts must be at mid-thigh)
- ____ 2. I will not use any foul language. (i.e. cussing, dirty jokes)
- ____ 3. I will not gossip.
- ____ 4. I will not bring/consume alcohol, drugs, tobacco, e-cig, vapor products on trips/events.
- ____ 5. I will wear my seat-belt when traveling at all times.
- ____ 6. I will never wander off by myself and will always let an adult know where I am going to be.
- ____ 7. I will not engage in sexual activity or excessive PDA.
- ____ 8. I will not be violent or aggressive toward others
- ____ 9. I will respect myself and others (youth minister, elders, youth deacons, sponsors, and parents)
- ____ 10. I will adhere to all Cell Phone policies. If I am told I cannot bring my Cell Phone to a certain event I will follow this rule.

I understand that in instances where the facility rules and the rules of Crosstown differ, we will respect and follow the rule or rules that are deemed more strict. I understand by signing this code of conduct, that I will always be on my best behavior, and that I am representing Jesus with my actions. The failure of any of these could lead to disciplinary action as stated in the handbook.

STUDENT SIGNATURE: _____ Date _____

PARENT/GUARDIAN SIGNATURE: _____