

Faith & Deeds Missions

Policy Information

SAFETY

Safety is importance to our organization! We want participants to feel safe throughout the entire time, and we want parents and church leadership to know that we take every precaution in order to ensure their safety. We do rely on Adult Leaders and youth to help the Faith & Deeds Missions staff in maintaining the safety policies and procedures for their mission week.

When groups arrive at the mission site, the staff leads orientation meeting explaining the following:

- The community that the participants will be serving
- The boundaries of the housing site (including appropriate behavior at the housing site and off site)
- The Three-Together Rule : All participants are required to travel in groups of at least three or more including at least one Adult Leader
- Fire drills and other drills applicable to the area they are in
- Any other site-specific safety boundaries

Staff will supply Adult Leaders with the phone numbers and directions to the nearest hospital and/or local clinic.

The participant release form will be required for admission to an Emergency Room or Clinic.

Background Checks

To promote a safe environment for Faith & Deeds participants and for the communities that we serve, Staff and Volunteer Staff are getting background checks. Knowing that background checks are being conducted will give peace of mind to parents and other groups that will be part of the trip.

Money and Valuables

You and your students may choose to bring a small amount of spending money for souvenirs and extra activities. We encourage participants to leave valuables at home. Please remind all participants to keep cash and valuables in a secure location at all times. Faith & Deeds Missions and First Reformed Church cannot be responsible for lost, damaged or stolen items.

Food Preparation

All groups who come to the site participate in the preparation and serving of meals and clean-up. This gives youth an opportunity to serve one another and share the responsibility of the housing site. A Faith & Deeds staff member will be present in the kitchen for all meal preparations. Faith & Deeds provides breakfast, lunch, dinner and an evening snack. As participants deal with an increasing number of food allergies and special dietary concerns, Faith & Deeds wants to support them. We are committed to offering a variety of food choices during the week. For those participants who are Gluten-Free, Faith & Deeds will provide the following: GF bread, GF pasta, GF cereal. Due to the nature of large group meal preparation, however, we cannot guarantee a participant will not be exposed to any certain food. Nor can we promise to have exactly the right food to meet every special dietary preference. We recommend that participants with severe allergies or special dietary needs bring supplemental food for the week.

Contacting a Participant While on Site

Faith & Deeds provides Trip Leaders with a 24-hour emergency line to give their church/organization or parents in case a student needs to be contacted. We also encourage Trip Leaders to set up a contact process with parents before the trip so parents understand if and how they will receive updates throughout the week.

Discipline

Faith & Deeds staff and Adult Leaders from other groups will leave the discipline of your youth to you. Remember that other youth leaders may discipline their youth differently than you do at your church/organization. If a situation arises that the Faith & Deeds staff members believe is irreparable his or her parent or guardian will be contacted for appropriate action. We sincerely hope that such a problem never occurs. Our intention is to work closely and prayerfully with Adult Leaders in making such a decision.

Clothing

Participants should bring appropriate clothing and foot wear for work projects, sleeping bag or bedding, pillow, and for recreational activities (hiking, swimming). Adult Leaders will be responsible for their Youth to wear appropriate clothing.

Driving throughout the Week

Each church/organization is responsible for transportation throughout the week. This includes not only transporting your youth and leaders but also transporting youth and leaders from other church/organization groups to service locations. During the day, you may be at one place all day or serve at one place in the morning and a different place in the afternoon. You will be given maps and thorough driving directions to and from each location, back to the housing site, and to emergency facilities. Faith & Deeds staff will be available to escort you to your service location. You will also be responsible for transportation to evening activities. Some transportation from Faith & Deeds will be available.

Alcohol, Drug and Weapon Policy

Alcohol, illicit drugs and weapons are strictly forbidden at Faith & Deeds housing and ministry sites. Anyone (leaders/youth) in possession of such items will be sent home immediately. To ensure the safety of your youth, we request that any prescription drugs and other medications be held in the custody of one of the Adult Leaders from your group.

Harassment and Abuse Policy

Faith & Deeds prohibits sexual harassment, harassment, and physical and/or sexual abuse on or off the Faith & Deeds premises or in the course of Faith & Deeds activities or ministries. Faith & Deeds will investigate any allegations of such misconduct in accordance with applicable law. Faith & Deeds will not retaliate against the reporting person.