



**REIMAGINE**

BEDOTELL.COM/CASWELL

**2018 SUMMER  
YOUTH WEEKS**

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## **ADULT LEADER/CHAPERONE GUIDELINES**

*Please give a copy of these guidelines to each adult from your church going to camp.*

### **INTRODUCTION**

Summer Youth Weeks generate years of memories for those who participate. For most students and adults, the week is a “mountain top experience” that challenges and strengthens their walk of faith. For a few others, the week is one of frustrations, strained relationships and that “I don’t want to go back” attitude. What makes the difference?

The difference between a good experience and a bad experience at camp is directly related to preparation prior to the week and participation during the week. Let us share some ingredients that may help this be a positive experience for you and your church group:

**PRAY** | Pray for yourself, leaders and students.

**IDENTIFY** | Identify the needs of each student.

**WORK** | Set goals for what you want from camp.

**COMMUNICATE** | Communicate rules and responsibilities.

**ASSIGN** | Assign eight students for one adult to pray for and develop.

## TWO DIFFICULT ISSUES EACH CHURCH AND THEIR CHAPERONES NEED TO BE PREPARED TO DO

**1. Dress Code** – You are assigned the task of enforcing the camp dress code. This area causes more conflict between churches and students all summer, especially when one church decides not to abide by the dress code. Ladies, please check the dress code and make sure your girls comply with the guidelines BEFORE they come to Hatch. If one of your students arrives not properly dressed, a BeDoTell team member will approach you as the chaperone to address the issue with your students and ask you to take them back to your residence to add a sweater, change, etc. Please understand this is not the role of the BeDoTell Team. Our team is focused on seating people in order to start services on time and getting themselves prepared for the service. It is your role as chaperone to monitor your teens' dress based on our camp guidelines.

**2. Seating Chart** – The main leader is asked to join us on Monday night at 6:30 p.m. in classroom 101 behind Hatch Auditorium for additional rules and information and to be given the Hatch seating chart and wrist bands. All attendees will be given color-coded wrist bands that must be worn at all times and will designate the area of the auditorium your group will be sitting in each day. We rotate where churches sit so that no one is always seated in the back. There are no “bad seats” because of the large screens that televise the services. Seating is a difficult issue in that over 1,000 people must be seated in under 15 minutes. It is important for everyone to work together to make this work smoothly. Our BeDoTell Team will be on hand to assist your group as you enter – we are in partnership with you. It's amazing how fast a negative spirit can ruin the atmosphere and even the attitudes of an entire group. Our desire is for your group to be seated together and to be able to hear and see well. When you arrive at Hatch Auditorium, go to the back of the line that is formed behind your assigned color cone that coordinates with the wristband color your group is wearing. Please do not cut line or stake out a couple of people to go early and save your spot in line. Ask all your group to arrive together, enter together and sit together. We thank you in advance for your help in making the services – and entrance to the services – a pleasant, God-filled experience for everyone.

## LEAD ADULT CHAPERONE, YOUTH DIRECTOR OR YOUTH MINISTER — PRE-CAMP

1. Before going to camp, plan to have at least one meeting with all students and adults who will participate in the Youth Weeks camp, as well as parents.
2. Share the pre-camp devotion together (found in the church group devotional guide).
3. Prepare the items you will need to take to camp, including what you will need for church group devotions each night. A list of supplies is given in the church group devotional guide. Also, you may wish to include a snack for the devotion time. Consider bringing water and coolers for your group – it's hot at Caswell! Lastly, print a copy of the “Monday Quiet Time” for each person to complete on the trip to camp.
4. Discuss responsibilities and expectations, including behavior and appropriate dress, with all participants.

### A. ADULT EXPECTATIONS

1. There must be one adult chaperone, age 21 or older, for every eight students of the same gender. A group of male and female students must have at least one male and one female chaperone. The chaperone(s) must reside with the group and supervise the group's participation/activity on and off campus.
2. All adults attending camp must have completed the background check procedure as outlined in the background check policy on our website at [www.bedotell.com/waytruthlife](http://www.bedotell.com/waytruthlife).
3. Adults should be adults! They should model the behavior and participation that is expected of the students in worship, in study, at play, while dining and in the residence building.

## B. ADULT RESPONSIBILITY

1. Assign each adult specific teenagers they are responsible for during the week. For example, one female chaperone will be assigned up to eight girls. Make sure you have assigned places to meet before each activity in order to keep up with your students.
2. During the morning and evening, adults should be with their students during quiet time (8:30 a.m. - 9 a.m.), with their church group in morning wake-up (9 a.m. - 9:25 a.m.) and morning celebration (11:15 a.m. - noon), and all adults should be in evening worship with their students (7 p.m. - 10 p.m.). Church groups will sit together in their assigned areas.
3. An adult study is held at the same time as student small groups. The adult study and training will be a special time to help you minister to teenagers as well as help you in your spiritual journey.
4. The behavior of your teenagers is your responsibility. Please ask them to be quiet. If need be, ask other students who may be a distraction to your group to be quiet as well.
5. Please help us enforce the appropriate dress policy at all times. This is a Christian camp, and we want to ensure that our dress is modest. Each student should have received a list of appropriate dress.
6. Be an encourager. Discover special things about the students from your church, and then let them know you appreciate that special part of who they are.
7. Know who in your assigned group has made a personal commitment/profession of faith in Jesus Christ.
8. Pray daily for each person under your responsibility.

## C. SMALL GROUP STUDY LEADERS

1. We need at least two volunteers from each church to help with small group studies and request more volunteers for those churches with larger groups. Small group sessions are 55 minutes Tuesday through Friday mornings and are composed of students from various churches.
2. All materials are provided for you and must be followed during small group study time. We have included a Q&A section to help you understand your role as a small group study leader.

### \*Q&A for Small Group Leaders

#### **How many small group study co-teachers does my church need to provide?**

We need a minimum of two volunteers per church, and if your church has four or more adults coming to camp, we would appreciate more than two volunteers. College students ages 18-21 are welcome as co-teachers with an older adult. One can teach and one can assist, or both can teach and swap out days, but two adults must be in the small group studies each day. This should be considered when choosing your chaperones. If you bring an even larger group, it would be helpful to provide more volunteers. When churches provide volunteers, we are able to keep camp costs lower by not hiring additional staff. All volunteer small group leaders will teach middle school age students this summer. Our BeDoTell staff will teach high school. We need same-gender teaching and assisting this year: Adult ladies will teach the girls, and adult men will teach the guys.

#### **How old do you have to be to teach?**

You must be 18 or older. Background check information is not available to the public on a minor. All chaperones, whether teaching or not, must have background checks. (For attendance at camp, all adult chaperones must have a background check completed.)

#### **Can husband and wife teach together?**

No, because of gender-specific classes and legal issues in which a husband or wife cannot testify against their spouse. If an issue were to occur, we would be unable to properly pursue the issue without accounts from minors.

#### **Can I choose who I want to work with?**

Yes. Please let Merrie Johnson's assistant, Laura Sampson, know the names of your small group leaders before May 13 by visiting [www.bedotell/caswell](http://www.bedotell/caswell) and completing the form for Background Check Policy & Volunteer Names or by calling (800) 395-5102, ext. 5566. You can specify whom you would like to work with at that time. Please keep in mind that we need same-gender co-teachers this year: Adult ladies will teach the girls, and adult men will teach the guys.

**What if I don't have anyone to work with?**

You will be paired with another volunteer when you get to camp.

**What is the difference in responsibility for the co-teachers?**

Co-teachers can share the teaching responsibility, assigning specific days or portions of the lesson to each teacher, or one leader can be designated as the lead teacher who is primarily responsible for presenting the small group study and facilitating questions, with the other leader as the assistant who handles much of the crowd control and discipline. This will be discussed between the co-teachers prior to small group time.

**Where can I get the small group study materials?**

These are available at our website, [www.BeDoTell.com](http://www.BeDoTell.com). Under the events tab, select "Summer Youth Weeks" and scroll down the page to download a copy of the small group study. In an effort to reduce camp costs, we no longer mail hard copies. If you have trouble downloading the material or do not have access to the Internet, please contact the Youth Evangelism & Discipleship office at (800) 395-5102, ext. 5566 or [Youth.Disciplemaking@ncbaptist.org](mailto:Youth.Disciplemaking@ncbaptist.org).

**Do I have to get the supplies and bring them to camp?**

No. The camp provides these to you. Each small group teaching team receives a resource box that contains all supplies needed to teach each lesson. This box is given to you at the Monday meeting at 4 p.m. You will only need to bring your copy of the small group study.

**What if I have never taught a small group before?**

Talk with your pastor or youth pastor. They should be able to provide you with training or literature. Information is also available on websites such as [www.LifeWay.com](http://www.LifeWay.com) and [www.SimplyYouthMinistry.com](http://www.SimplyYouthMinistry.com). The small group study material is designed to be extremely easy to follow and teach.

**D. SKATEBOARDS, CD PLAYERS AND LASER POINTERS**

These items are not allowed. The prohibition of skateboards is for safety reasons; the prohibition of the large portable radio system is to respect the airspace and noise level of other people and other church groups; laser pointers are distracting and blinding and may be confiscated by a program leader if necessary.

*(If a leader needs a CD player system for programming, this is understandable and acceptable. Please bring a small CD player and be responsible for how and when it is used.)*

**E. SMOKING**

Each church may have a policy in place regarding underage smoking and tobacco use. Please be aware that underage smoking is illegal. We remind you that the camp policy states, "Smoking is prohibited in any building on campus." We further request that any adult smoker do so in designated areas only. Please refer to [www.fortcaswell.com](http://www.fortcaswell.com) to find those locations.

**F. CELL PHONES**

The use of cell phones is up to the discretion of your church. Please make sure they are not brought to worship or small group study. Cell phones are a distraction. Many churches limit the use of cell phones to one hour each afternoon. We have heard many testimonies from students who said the first day or two were rough then they began to really talk to each other face to face. They realized then how much time they were on their phones and not participating where they were at the moment.

## G. APPROPRIATE DRESS

1. Please review the dress code guidelines, available with camp materials received from our office and online at [www.BeDoTell.com](http://www.BeDoTell.com).
2. When not at the beach or pool, wear cover-ups over one-piece bathing suits or tankinis. Please, no two-piece bikinis.
3. Do not wear T-shirts or other clothing with offensive language, advertisements or pictures.
4. Remember that the evening service is worship, so dress appropriately. This means no short shorts, tank tops or one-shoulder/halter/strapless tops, including tops of dresses.
5. Spaghetti straps are to be two inches wide.
6. Shorts must be fingertip-long: With your hands down by your sides, your fingertips must be touching fabric.
7. No hats or caps are to be worn in worship – morning or evening.
8. No bare feet in the cafeteria, Hatch Auditorium or the classroom building.
9. Please remember to monitor your group so others will not complain to camp staff.

## H. AFTER HOURS

1. The program schedule is designed to give you adequate time to have church group devotions, clear the campus and get ready for bed before lights out at 11:45 p.m.
2. Church group devotions should be over by 11 p.m. Groups assigned meeting places for devotions outside their sleeping areas should move quickly at 11 p.m. to their housing.
3. Camp staff will expect the campus to be completely cleared shortly after 11 p.m. If lights remain on after 11:45 p.m., this will be an indication that you need help, and someone will check with you.
4. Doors to the classroom building will be locked at 11:15 p.m.
5. If your students are found on the grounds after hours, security will bring them to you. Before the fact, please decide on appropriate discipline for this trespass and communicate it to the group before the first night (or even better, at the pre-camp meeting), and be prepared to take action as needed.
6. If you are staying in the barracks at Caswell, please help us enforce the lights out and quiet time rules. If your group is not trying to sleep, others who are will be affected. Teamwork among the adults will go far in helping all enjoy camp to the fullest.

## I. MORNING QUIET TIMES AND CHURCH GROUP DEVOTIONS

Materials for morning quiet time, small group study, morning celebration, evening worship and church group devotion are all related and focus on the camp theme.

1. Morning Quiet Times should be completed before coming to Hatch. Please help students find the time around your breakfast schedule to do these. They are located in their student workbooks. There is a quiet time for Monday that we provide for you to copy and allow them to do on the trip to camp or to find a place once they arrive at camp.
2. The church group devotion is not an afterthought at the end of the day; rather, this material brings together what has happened during the day and provides opportunity for reflection and personal or group application. We encourage you to use the devotional material prepared. You may choose to lead this time yourself or ask one of the adult chaperones to be responsible for this material. Either way, it will require that you familiarize yourself with the material and prepare for this prior to leaving for camp. **(Note — the church group devotion material includes items to bring with you to Caswell.)**

## **J. POST-CAMP**

What happens when you return home is just as important as what happens at camp. Please begin planning now for how you might follow up on what happens in the lives of your students at camp.

1. Pay particular attention to those students who make decisions concerning their Christian faith. Find ways to help them apply their camp experiences to their everyday lives.
2. We provide a sample worship/sharing outline that can be used on your return to give students an opportunity to share back at home what they learned at camp.
3. Also included in the student workbook are two extra weeks of quiet times to help students continue to make their time with God a daily reality. Studies have shown that it takes 21 days of repetitively doing a task to make it a habit; we want to help our students make daily quiet times with the Lord a habit!
4. On the last day of camp, if you have students who have made professions of faith or feel called to ministry, you will be given resources that will help in their continued spiritual growth.
5. Commitment cards will be given to you on the last day of camp for you to follow up with the individuals from your church who make decisions and commitments.

## **K. ONE DISTURBING NOTE — PLEASE READ!**

Every year, there is a waiting list for Summer Youth Weeks. Space is reserved for those who participate in the program and take care of the facilities. Thus, if a church group consistently or flagrantly disregards the guidelines, it will be denied a reservation the following year.

## **L. MOST IMPORTANTLY**

1. Bring a good attitude, openness to hear God's voice, flexibility and a prayerful spirit.
2. God is going to do a mighty work. Be prepared to pray daily for your group members.
3. Find out all you can before you come as to where the students are spiritually.
4. Let us know upon your arrival the names of those who have not committed to a personal relationship with Christ. Let us know those who will need our special attention and prayer. The BeDoTell Team has prayer times at 8:15 a.m. and 6:15 p.m. every day and wants to pray for your group specifically.

These are the ingredients for a successful camp experience. We pledge to do our part in preparing for a good experience, and we trust you will do the same. By working together, we can ensure a good growth experience for all participants.