



Children & Youth Ministry WELCOME PACKET

Updated August 2024

MISSION & VALUES

The Children & Youth Ministry programs of Trinity Episcopal Cathedral serve, form, and empower young people as they develop spiritually as members of the body of Christ.

We nurture faith development within...

Ourselves...fostering a spirit of curiosity and knowledge of God's love through worship, spiritual practices, and Christian formation.

The church...co-creating an inclusive, safe, and supportive community that walks with children, youth, and families from baptism to graduation; prioritizing meaningful connection and joyful fellowship.

With all of creation...providing opportunities for young people to serve and share the Good News in the wider world and participate in our shared common life.

Our Baptismal Covenant

We live into our baptismal covenant by respecting the dignity of every human being. We believe that everyone should feel welcomed and valued, regardless of their race, ethnicity, national origin, gender, sexual orientation, ability, or socio-economic status. Our programs and events are designed to accommodate the needs of our participants, and we are committed to making our spaces as safe and as accessible as possible.

SAFEGUARDING GOD'S CHILDREN

The Children & Youth Ministry program is planned, supported, and executed by a dedicated group of staff and volunteers who are motivated to grow the spiritual lives of young people in the church.

All staff and volunteers who work directly with minors must fulfill the following requirements:

- Submit a volunteer application & interview with program supervisor
- Submit to a background check every 3 years (including sex offender registry check) and/or a driving records and credit check (when applicable).
- Complete required modules of "Safeguarding God's Children" online training every 5 years.
- Follow the Diocesan Model Policies for the Respecting the Dignity of Children & Youth
- Attend annual Volunteer Training

Additional health and safety procedures:

- Supervisor is CPR, First Aid, and AED certified.
- First-aid kits are readily available at all events.
- Participating youth must have Registration & Release Forms on file (forms include emergency contacts, important medical notes, and signed waiver).

FURTHER INVOLVEMENT & CONTACT

Parents/Caregivers are always needed to provide program support for children and youth ministries. Specific needs are communicated based on the event or program through our email and parish communications. We value ongoing communication and look forward to hearing from you if you feel called to volunteer in this way.

Staff

For questions or more information, please reach out to Emma Mitchell, Minister to Children, Youth, & Families at emma@trinitylittlerock.org

PROGRAM OVERVIEW

We provide year-round programming for Children (Nursery - 5th grade) and Youth (6th-12th grade). This is a general overview of what is typically available for those age groups. Full program descriptions and detailed schedule can be found at <https://www.trinitylittlerock.org/ministries/children-and-teens>

CHILDREN'S MINISTRY PROGRAMS

- **Nursery (4 and under)**
Sundays, 9:00 a.m. - 12:00 p.m.
- **Children's Formation (K-5th grade)**
Sundays, Upstairs Classroom
9:15 - 10:15 a.m.
- **Children's Liturgy of the Word**
Sundays, Downstairs Classroom
during the 10:30 a.m. Eucharist
- **ECEP Chapel**
Thursdays, 9:00-9:30 a.m.
- **KOINONIA WEDNESDAYS**
First and third Wednesdays of the month
 - 5:00 St. Cecilia Choir (Pre-K - 1st grade)
 - 5:30 Community Dinner (Morrison)
Dinner Support Signup:
<https://signup.com/go/fxqXhs>
 - 6:00 Koinonia Worship (Cathedral)

YOUTH MINISTRY PROGRAMS

- **Acolyte Program (5th - 12th grade)**
10:30 a.m. Eucharist & Special Services
- **Sunday Lunch Bunch (6th -12th grade)**
SECOND Sundays, following church until
1:00 p.m. (Morrison Hall, Youth Center)
- **Convocational Youth Events & EYCollab**
Monthly gathering with youth from other
parishes; Location & times vary.

CHILDREN'S CHOIR

- **Trinity Choristers (2nd-8th grade*)**
Wednesdays, 4:00 - 5:30 p.m.
**Once youth enter high school, they are eligible to
sing with the Cathedral Choir.*

ANNUAL EVENTS

Throughout the year we offer several events for fellowship and fun amongst families and parish members of all ages! These events rely on volunteer support, check out upcoming opportunities here:

<https://signup.com/go/nspMqNE>

and make plans to join us for:

- **Blessing of the Backpacks/Fall Kickoff**
- **Trunk-or-Treat**
- **Advent Wreath Event**
- **Christmas Pick-Up Pageant**
- **Twelfth Night S'mores and Burning of the Greens**
- **Mardi Gras**
- **Easter Egg Hunt**
- **Recognition Sunday/Parish Picnic**
- **Vacation Bible School (VBS)**

BAPTISM & CONFIRMATION

If you/your child are interested in Baptism or Confirmation, we would love to discuss that with you!

Baptisms are celebrated regularly during Epiphany, Easter Vigil, Pentecost/Trinity Sunday, All Saints, but other days are available depending on your family's schedule. Baptism preparation is offered for parents and godparents.

Confirmation is offered for baptized persons who are ready to make "a mature public affirmation of faith" and receive the laying on of hands by the Bishop. Confirmation preparation is in the spring semester prior to the Bishop's visit in May/June.

POLICIES & PROCEDURES

The **Children's Ministry** program welcomes children ages Kindergarten - 5th grade. The **Youth Ministry** program welcomes teens in 6th grade-graduating seniors. We aim to make our programs and environments as inclusive as possible and will do our best to accommodate any particular needs your child may have.

- Youth who attend traditional school and turn 18 during their senior year may continue to participate until their graduation date.
- Youth who attend non-traditional school (i.e. virtual or home school) may participate through the end of the academic year during which they turn 18.
- If your child is at a different developmental level than their physical age, special arrangements can be made on a case-by-case basis.

PARTICIPATION EXPECTATIONS

- All children and youth must have **registration and release forms** on file to participate in programs where parents and caregivers will not be present.
- During program times, church staff and supervisory volunteers are responsible for the safety of youth. As such, youth are expected to be physically present with the whole group for the duration of the program.
- If a youth's parent or caregiver is present during any portion of the program time, such as dinner or worship, they become responsible for the safety of their child. The youth may arrange an exception to the above stated rule by communicating with both the caregiver and the program staff.
- When on campus, we have confidence in youth to take care of their own physical needs such as using the restroom and getting food or beverages without asking permission. When off campus youth should communicate with an adult leader when they take leave to address their physical needs.
- We also trust youth to take care of their emotional needs. If youth need a short break from participation, they may communicate this to an adult leader. When taking space, youth should remain in sight of the adult leader or in an adjacent room to the large group. For younger children, an adult will use best practices to assess whether a child should remain with the program, take a break nearby, or if a parent/caregiver is needed.

CELLPHONE/ELECTRONIC DEVICE USE

Youth should keep all electronic devices put away out of sight. If they become a distraction, youth may be asked to place their device in a designated storage area while participating in programs. Exceptions to this rule include: designated unprogrammed time, communicating with caregivers about transportation, or in cases of emergency.

TRANSPORTATION POLICIES

Parents/Caregivers dropping off or picking up youth from a program...

- Please drop-off/pick up youth within sight of where the group is gathered. If we are meeting elsewhere, please make sure your child gets to the right location before leaving.
- Let the program staff/supervising adults know who will be dropping off/picking up youth if it is someone different than a parent/guardian.
- If dropping off youth early, stay with them until two supervisory adults are present.
- If you are running late to pick your youth up, please text/call the Youth Director to let them know your estimated arrival time.

Youth who drives themselves/other youth to a church program...

- You are expected to be in attendance for the duration of the youth event.
- If you choose to leave early, it is your responsibility to inform your parent/guardian that you have left the event.

Children & Youth Ministry

REGISTRATION FORM

CHILD/YOUTH INFORMATION

CHILD/YOUTH Full Name

Preferred Name

Pronouns

____/____/_____
Birthdate

Age

Grade

School (optional)

Youth Email

Youth Cell

Primary Address

Secondary Address

Street

Street

City

State

City

State

Zip

Zip

Please list any Allergies/Medications/Health Concerns

PARENT/CAREGIVER INFORMATION

Primary Contact Name

Relationship to Child/Youth

Primary Contact Email

Primary Contact Phone

Secondary Contact Name

Relationship to Child/Youth

Secondary Contact Email

Secondary Contact Phone

I am registering my child for the following programs (check all that apply):

Children's Ministry (ages 0-5th grade)

Youth Ministry (6th-12th grade)

Children & Youth Choir

Children & Youth Ministry

RELEASE FORM

PARENT/CAREGIVER NAME

CHILD/YOUTH NAME(S)

Please initial to indicate your consent to each of the following:

_____ **LIABILITY RELEASE** I hereby, forever discharge, and agree to hold harmless Trinity Episcopal Cathedral, its employees, volunteers, and agents from any and all liability, claims, demands, causes of action, and possible causes of action arising out of any loss, damage, or accidental injury that may be sustained by my child while participating in or traveling to Trinity programs and events.

_____ **MEDICAL RELEASE** I understand that personal injury can and may occur to my child and I hereby authorize any members of the Trinity Cathedral staff and designated volunteers to seek and consent to emergency medical attention for my child. I further agree to be liable for and pay for all costs incurred in connection with such medical attention.

_____ **TRANSPORTATION RELEASE** I give permission to my child to ride in any vehicle designated by Trinity Cathedral employees and designated volunteers, while participating in and traveling to and from their events. And do hereby release, forever discharge, and agree to hold harmless Trinity Cathedral, its employees, volunteers, and agents from any and all liability, claims, or demands for accidental personal injury in the process of transportation.

_____ **ELECTRONIC COMMUNICATION RELEASE** I give Trinity Cathedral, its employees and designated volunteers to communicate directly with my child via **(Check all that apply)** E-mail

Text Message

Phone Call

Video Conference (Zoom, Skype, etc)

_____ **AUDIO/VISUAL & SOCIAL MEDIA RELEASE** I give Trinity Cathedral consent to film, photograph, and/or record the participation of my child in programs and events. I understand all material may be used as part of future productions and publications made by Trinity Cathedral and that such use will be without payment of fees, royalties, special credit, to me, my child, or any other entity. No photos or recordings may be taken for personal use.

PARENT/CAREGIVER SIGNATURE

DATE