

# Student Ministry

## Parent Meeting 2025

Parents and Guardians,

In case you missed the Parent Meeting on January 12, 2025, this will serve as a comprehensive guide to help you be informed with all things new this year. My objective in this letter is to give you all a concise overview of the meeting in order to keep you up to date with items related to the Student Ministry. If you feel like you need more information or clarification about any of the items outlined below, please don't hesitate to contact me!

### *Introduction: Staff and Volunteers*

If we haven't met, my name is Bennett Noble, and I serve as the Student Ministry Director at Bright Christian Church. I've been on staff since May of 2024, and I am attending Central Christian College of the Bible where I am pursuing a Bachelors in Religious Studies with a focus in Christian Leadership. God has clearly called me into ministry at BCC and I am grateful. During my time in ministry, and as I pursue my Christian education, I've experienced amazing support and encouragement from the Elders, Staff, and congregation.

Furthermore, I serve with an amazing volunteer team in the Student Ministry, many of whom joined us for the meeting. These are adults in our congregation who have answered the call to serve our students, and they do an incredible job. As a team, we look forward to getting to know you, the parents and guardians better, and we are passionate about building up the next generation in Christ. If you would like to get to know me better, let's schedule a time where we can sit down and talk. I encourage you to get to know our volunteers as well.

### *Item I: Vision for 2025*

As part of Bright Christian Church, the Student Ministry participates in the three-year strategic plan *Together As One*. Through this, we are learning to Live, Love, and Lead like Jesus. All of our goals for the Student Ministry in 2025 are grounded in fulfilling these initiatives. In doing so, the desire is that while you as parents and guardians are striving to become more like Jesus in these ways, your students will be challenged to do the same in our ministry. Thus, when you are raising them at home

to Live, Love, and Lead like Jesus, the work done in our ministry will be complementary to your work as stewards of the children God has given you.

Along with that, we have a vision statement unique to the Student Ministry. It states that we “Encounter the Faith, Engage the Family, and Enjoy the Fun.” The primary purpose of our ministry is for your students to encounter the Living God. All of our events, lessons, and groups are centered on the next generation having a personal relationship with Jesus Christ as Lord. Additionally, we want to engage the family. The ministry is not designed to be a replacement for the work done at home, but rather a supplement that enhances your labor in a meaningful way. We look to partner with families to raise up the next generation in Christ. Finally, we are committed to enjoy the fun. We want students to have a blast while building relationships with one another and growing in their faith.

### *Item II: Camp and Retreats*

As many of you know, we have recently changed venues for our summer camps and retreats to Mahoning Valley Christian Service Camp. Since we are new, the camp directors are coming to give a presentation from stage and set up a table in the foyer where you can meet them and ask questions. This will take place on March 30<sup>th</sup>, which is a Family Worship Sunday.

We always supply information regarding the camps and retreats, but the best source will always be their website ([mahoningvalley.org](http://mahoningvalley.org)) or to contact me directly. The BCC website ([brightcc.org](http://brightcc.org)) serves as a place to obtain general information and point you to their website for registration regarding these events.

If your student has been to one of our recent camps at Mahoning Valley, there were challenges associated with registration. This year will be smoother as they have adopted a new system that will allow you to save your student's information for future registrations. This means, you won't have to start from scratch each time, only update information as it changes.

I will attach a document that includes the dates of all the events we will attend at Mahoning Valley this year.

### *Item III: 2025 Handbook*

We have updated some policies and procedures this year in our handbook. Below I will briefly outline the changes, so you can have a full understanding of what they are and why we made them. A document will be attached that provides a similar overview as below.

- I. Communication
  - a. Our staff and volunteers are committed to upholding the highest standards of integrity and transparency in all communications. Communication between adults and students exists mainly to convey details concerning our events. It may be used to share Bible verses, motivational messages, sermons, and the like. All methods used will follow the guidelines outlined in the Student Ministry Handbook.
  - b. For communication to take place, we must receive a hard copy of permission for both staff and volunteers (separate papers). Volunteer permission must be specific to the volunteer(s); no blanket statements for permission will suffice. These permission slips will be attached to this letter.
- II. Parent Pick-up
  - a. We always have two volunteers who oversee pick-up from our events. The preferred method of the ministry is that parents pick-up in person so we can ensure students are getting home safely.
  - b. If changes are made as to who is picking up your student (i.e. Johnny was dropped off by dad but will be picked up by a family friend), I ask that you please let me know. This helps ensure there are no questions when it comes time for pick-up. It is not necessary if the change is confined to parental figures (i.e. Dad drops off and mom picks up) but outside of this, notification is appreciated.
- III. PDA Policies
  - a. Updates have been made to our policies regarding PDA between students. Please see the handbook for details on how we will handle this as a ministry.

All documents mentioned in this section will be attached including a copy of our new handbook for your review.

#### *Item IV: Calendars and Remind*

While we do publish information about our events in the Bright Beat, on the website, and in the Sunday bulletins, the best two avenues to receive information is our calendars and our Remind group texts. An example of the calendar will be

provided below, and these will be handed out every two months. They will also be available to grab at any time from the Student Center desk. You can join the Remind groups by texting BRIGHTCCMS for Middle School or BRIGHTCCHS for High School to 81010. I highly recommend downloading the Remind app as it is easier to interact with and allows you to reply to announcements directly if you have questions.

*Item V: Sunday School Memory Verse*

If your student attends Sunday School, we have implemented a memory verse as part of the lesson. We will test the students each week, and if they can recite it completely, they will receive a small prize. We will also test at the end of each unit, each semester of the school year, and at the end of the year, for proportional prizes. We are asking parents to encourage and assist in this goal of students hiding the Word in their hearts (Psalms 119:11) and meditating on it daily (Psalm 1:2).

This concludes my summary of the 2025 Parent Meeting. If you have any questions, please do reach out, as I'd love to speak with you. I hope this has served as an easy way to get caught up on all the exciting things happening this year in the Student Ministry! Thank you all so much, and we look forward to an amazing 2025!

In Christ,

Bennett Noble

Student Ministry Director

(513) 805-3326

[bennett.noble@brightcc.org](mailto:bennett.noble@brightcc.org)

# CAMP & RETREATS

## MIDDLE SCHOOL

RETREAT  
MARCH 7-9

CAMP  
JUNE 15-20

## HIGH SCHOOL

CAMP  
JUNE 29-3

RETREAT  
OCTOBER 31 - NOVEMBER 2

# 2025 HANDBOOK

01

A HARD COPY OF PARENTAL PERMISSION MUST BE OBTAINED FOR BOTH STAFF AND VOLUNTEERS

02

VOLUNTEER PERMISSION MUST BE SPECIFIC TO THE VOLUNTEERS; NO BLANKET STATEMENTS FOR PERMISSION WILL SUFFICE

03

COMMUNICATION EXISTS MAINLY TO CONVEY EVENT TIMES, CHANGES, AND LOCATIONS. IT MAY BE USED TO SHARE BIBLE VERSES, MOTIVATIONAL MESSAGES, SERMONS, AND THE LIKE

04

PARENTS PICK-UP:  
WE HAVE TWO VOLUNTEERS AT ALL TIME WHO OVERSEE PICK-UP FROM OUR EVENTS. THE PREFERRED METHOD OF THE MINISTRY IS THAT PARENTS PICK-UP IN PERSON

05

UPDATES HAVE BEEN MADE TO OUR POLICIES REGARDING PDA. PLEASE SEE THE HANDBOOK FOR DETAILS AND REACH OUT TO ME WITH ANY QUESTIONS



**Permission Slip for Student Ministry Contact  
Bright Christian Church**

24457 Stateline Rd, Lawrenceburg, IN 47025

**Dear Parent/Guardian,**

We are excited to have your student participate in the programs and activities offered by the Student Ministry at Bright Christian Church. To ensure we maintain clear communication and build a supportive environment, we request your permission to allow our volunteers to contact your student directly for ministry-related purposes.

This communication may include, but is not limited to:

- Updates on ministry events and activities
- Spiritual encouragement and mentorship
- Check-ins and follow-up after events

Our staff and volunteers are committed to upholding the highest standards of integrity and transparency in all communications. Contact methods may include phone calls, text messages, emails, or social media platforms, following Bright Christian Church's policies and guidelines as outlined in our Student Ministry Handbook.

**Please complete the form below to provide your consent.**

**Parent/Guardian Consent Form**

**Student's Full Name:**\_\_\_\_\_

**Parent/Guardian Name:**\_\_\_\_\_

**Parent Phone Number:**\_\_\_\_\_

**Parent Email Address:**\_\_\_\_\_

**Preferred Contact Method:**

- Phone Call
- Text Message
- Email
- Other: \_\_\_\_\_

**I, the undersigned, give permission for the staff of the Student Ministry at Bright Christian Church to contact my child for ministry-related purposes.**

- Yes, I give permission.
- No, I do not give permission.

I understand that I can revoke this permission at any time by contacting the church office.

**Parent/Guardian Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_

If you have any questions or concerns, please contact us at (812) - 637 - 3388.

Thank you for partnering with us to support your student's spiritual growth!

Sincerely,  
Student Ministry Staff  
Bright Christian Church



**2025**  
**Bright Christian Church**  
**Student Ministry Handbook**

## Student Ministry Vision & Mission Statements

### **Our Mission:**

Partner with parents as they teach the next generation how to Love God, Love People, and Impact Their World.

### **Our Vision:**

Encounter the Faith

Engage the Family

Enjoy the Fun

### **Our Objective:**

1. Educate students to become Biblically literate.
2. Encourage parents to use the ministry as a tool as they lead their children in faith.
3. Experience joy in a safe environment.

## Student Ministry Goals Together as One...

### **Live**

1. Connect with Community
2. Connect with Social Media
3. Evangelize Unsaved Students

### **Love**

1. Increase Student Worship Volunteers
2. Increase Adult Leadership Volunteers
3. Develop Student Leaders

### **Lead**

1. Lead Students and Servant Leaders with Excellence
2. Recruit, Equip, Encourage, Empower Committed Adult Leaders
3. Recruit, Equip, Encourage, Empower Committed Student Leaders
4. Encourage Parents to Lead
5. Encourage Parents to Pray

## BCC Vision, Mission Statement & Core Values

### **Our Mission:**

- Love God.
- Love People.
- Impact Our World.

### **Our Vision:**

Hope Shines Bright.

### **Our Core Values:**

- Jesus is our Center.
- The Bible is Our Guide.
- Community is Our Priority.
- Serving is Our Commitment.
- Generosity is Our Standard.

## BCC Strategic Plan **Together as One:**

Live. Love. Lead... Like Jesus.

## Who we are...

Student Ministry at Bright Christian Church encompasses 6th-12th grade students. We consist of routine meetings and special events.

*Our routine meetings would include our...*

**Ignite Sunday Nights:** Each Sunday night during the school year, from 6-8pm, we have Ignite. This is an opportunity for students to worship, learn, discuss, and have fun together. We meet upstairs for open gym, fellowship over a meal, worship together, then conduct small group discussions.

**Sunday Bible Study:** High School meets each Sunday in the Student Center at 9am. Middle School meets in the upstairs gym. A game is played, a lesson taught, a short small group discussion occurs, communion is given, we fellowship, then parents come to pick up their students.

**First Sunday of the Month ("Special Service"):** on the first Sunday of each month, we provide donuts for the kids starting at 8:50am in the Student Center for the HS students and the Upstairs Gym (Sports & Fitness Center) for the MS students.

**Middle School Life Group:** meets weekly for an hour each week (currently Wednesdays from 7-8pm). We use the Midweek study as a starting point for the lesson that is taught each week. Each life group session consists of 5 minutes of free time/play; 5 minutes of coming together/getting ready; 15-20 minutes of lesson & discussion (back & forth); 25 minutes of organized game; 5 minutes of cleaning. We walk with the students to release to parents. During the school year, we meet in the Sports and Fitness Center; during the summer, we meet at the McDonough's house. Summer group is typically a little longer to allow for more fellowship.

**High School Co-Ed Life Group:** this co-ed Bible study meets weekly in the Student Center from 7-8pm on Wednesdays.

**High School Guys' Life Group:** meets weekly from for about an hour to an hour and a half. Ask student ministry team for more information.

**High School Girls' Life Group:** meets weekly from for about an hour to an hour and a half. Ask student ministry team for more information. We spend thirty minutes catching up about life and having a snack together. The last forty-five minutes are spent in a lesson. We pray together and encourage each other!

*Non-routine events...*

**Special Events:** Each month, we will host a special event. Unless it is a month with a middle school or high school retreat, the special events will be open to all students in student ministry (as well as their friends, of course). Past events that fall into this category would be Ultimate Nerf Lock In, The Web Lock In, Ice Skating Night, etc.

**Friday Night Frenzy:** This is a time to come together, hang out, eat some snacks, and have a good time. Time varies depending on the activity. Each Frenzy is a themed event with unique activities.

**Retreats:** Our goal is to have a retreat each year for our students. Currently, MS Students experience a retreat each late winter/early spring, while HS students have their retreat in the fall.

# Adult Leader Expectations

We are excited to serve with wonderful adult servant leaders! It is a blessing and an encouragement to serve in ministry together.

Here are some simple expectations that we are held to as adult servant leaders:

1. Love Jesus
2. Love teens
3. Uphold the Word of God, the Bible, as our final authority in faith and practice
4. Support the mission, vision, and core values, eldership and staff of Bright Christian Church
5. Abide by the lifestyle outlined in the "Biblical Moral Code"
6. Show up to the events you've volunteered to help with
7. Look over curriculum ahead of time and be prepared if you are teaching
8. Engage with students and parents at the beginning and end of events
9. Participate in the entire student ministry service
10. Build relationships with kids in your group
11. Attend adult worship services on a regular basis
12. Attend servant leadership meetings (once or twice a year)
13. Attend pre-service get together on the weeks you're supposed to serve
14. Read, follow, and enforce all policies and procedures outlined throughout this document

## Important Policies & Procedures

We have a few important things that, across the ministry, we should all be striving to do:

1. Taking attendance at events: make sure to indicate the students as well as the adult servant leaders who are in attendance. Turn this into the Student Minister, and they will review it and turn it into the office to be added into the BCC database.
2. New students should fill out a "Student Connect Card". These cards can be found at the tables during the Sunday School lesson, as well as in the church office, or with the Student Minister. Please make sure students fill these out to the best of their abilities with their guardians' info so that we do not lose touch with them.
3. Award kids for bringing their Bibles/bringing friends - we are encouraging students to bring a hard copy Bible to life groups and Sunday School so that they can become familiar with reading their Bible. Additionally, we hope the kids will reach the people God has put in their lives. Awards can be stickers, candy, or even a word of encouragement.
4. Clean up your area after an event. We are blessed with the facilities we have, let's be good stewards!
5. If church property gets broken or damaged during an activity, let the Student Minister know as soon as possible.
6. Create a safe space for students by asking that information that is shared in the group stays in the group. The only exception to this is trauma, abuse, or potential self-harm, in which the Student Minister\* must be notified (\*please read the "Abuse, Neglect, Self Harm, Suicide, and Intention to Harm Others" section of this Handbook to determine the next steps in the situation you are facing).
7. Graduating high school seniors are permitted to come to youth events until the August following their graduation (for example, if Mary graduated in May, she could attend youth events in June and July of the same summer).
8. Younger siblings cannot attend youth events unless it is an extraordinary situation (such as they would not have adult supervision otherwise... in which case, a phone call to a parent afterwards is necessary so that it won't happen again). This is in place so that we do not show any favoritism to any families or students. For the same reasons, we do not allow middle schoolers to attend high school only events.
9. If a student would like a Bible, and does not own one, let the Student Minister know. We want to provide one.
10. Sunday School is offered during the 9am service only. We have a variety of life groups and events for middle & high school kids that meet during the week.
11. Any adult that is with students at any church sanctioned event must have a current background check on file with the church prior to attending. This is true even for adults who are visiting.
12. We use The Gospel Project curriculum to teach our students which is available through Ministry Grid.
13. We are committed to Biblical truth, which includes upholding the truth of Biblical gender as seen in Genesis 1:27 "So God created mankind in his own image, in the image of God he created them; male and female he created them." We believe that God has created two genders, male and female. The gender assigned at birth, the gender that God has gifted us with, is the gender we recognize. Pronouns, bathroom usage, overnight assignments, etc. will reflect this truth.
14. Bullying within a ministry setting: in the event in which one student is verbally, physically, or emotionally harming another student, the students should be separated immediately. The Student Minister should be notified. We will have a meeting with each student, separately, to discuss the situation immediately following the incidence. Each child's parents/guardians will be notified, and the Student Minister will conduct a meeting to create a best action plan.

15. Students should not be permitted to leave Sunday School to roam the church unsupervised; however, students who never came to Sunday School, but are found walking during service times are under their parents' responsibility.
16. Adults interested in becoming adult servant leaders need to be members of the church and have attended Bright Christian Church for six or more months. They also need to have an in-person or phone interview with the Student Minister.
17. Document injuries and other incidents on an incident report form. Forms will be present at each event and should be filled out immediately. Parents should be called immediately.
18. Inter-Student Public Display of Affection: as we encourage our entire student ministry to focus on Jesus, we need to be aware of inter-student acceptable and unacceptable forms of affection. Acceptable forms: hand holding, short side hugs. Unacceptable forms: leaning on each other, long hugs, kissing, whispering back and forth, prolonged physical contact. Discernment should be used to identify inappropriate vs. appropriate behaviors.
19. Inter-Student Physical Contact: "Hands are for helping." Hitting, smacking, back rubs, prolonged touching, and the like will not be tolerated. Discernment should be used to identify inappropriate vs. appropriate behaviors.
20. Two or more volunteers must stay and supervise student pick up to ensure that all students connect safely with parents or whoever brought them.

# Communication Protocols

We have a variety of ways in which we communicate to students/parents/guardians:

1. Routine communications: We utilize the Remind app to reach students and parents. We also attach a monthly and quarterly calendar to messages.
2. Social Media: We post on the main BCC Facebook page, the BCC Student Ministry Facebook page, and the BrightChristianStudents Instagram page

**An adult leader should never text one on one with a student of the opposite gender.**

When communicating with other staff and leaders, we primarily use text and email. We are above reproach and will not send one on one texts to a leader of the opposite gender. We do create group messages that allow us to communicate effectively while also protecting all of our reputations.

To maintain the ministry's high integrity as well as garner parental trust, we will strictly enforce the communication protocols outlined in this section.

**MINISTRY LEADERS WITH VOLUNTEERS:** it is acceptable for ministry leaders and volunteers to reach out to each other via text, email, or phone call. Before communicating, ask yourself: is it helpful? Is it truthful? Is it graceful? Is it necessary? If the answer is "no" to the above questions, then reconsider communicating.

**MINISTRY LEADERS WITH STUDENTS:** Ministry leaders must have received written permission from parents before engaging in any sort of email, texting, phone calls, or any other type of communication with a student. Digital copies of the permission shall be filed with students' information on The Rock and a hard copy shall be stored in the ministry leader's office.

**GUIDELINES FOR MINISTRY LEADER COMMUNICATION:** Ministry leaders may contact same-gendered students after receiving parental consent. Leaders must text only during approved hours (see below APPROVED HOURS OF COMMUNICATION). These messages should never be deleted and always be available for review. When contacting students, text is preferred (unless parents indicate otherwise). Group texts with two adults and students of both genders are acceptable as long as they follow these guidelines:

- No profanity
- No pictures or videos
- No inappropriate or crude jokes
- No name calling

**VOLUNTEERS WITH STUDENTS:** Volunteers shall have express permission from each student's parent before contacting a student or a group of students. Volunteers must abide by the same standards as the Ministry Leaders Guidelines, as well as obtain permission from ministry leaders before communicating with students.

Group texts should be carefully moderated by leaders to keep these conversations above reproach. Students have one warning before being removed from the group texts. Parents should be made aware of any texting that does not follow the above guidelines, regardless of whether the broken guidelines were breached by an adult leader or student. Adult leaders on the same group text need to hold each other accountable.

**APPROVED HOURS OF COMMUNICATION:**

- 7:30-8:00am Monday-Friday
- 3:45pm-8:30pm Monday-Friday
- 8:00am-8:30pm Saturday & Sunday

**QUICK FACTS:**

*A hard copy of parental permission must be obtained before communicating. This permission must be specific to the volunteers; no blanket statements for permission will suffice.*

*Communication exists mainly to convey event times, changes, and locations. It also may be used to encourage students to live a life that reflects God's glory (Bible verses, motivational messages, Biblical podcasts or sermons, and the like).*

In some cases, students may request time with a trusted adult leader to discuss a student's spiritual problems. Adults MUST get permission from parents for one-on-one meetings; the location needs to be visible to other adults; a time and location need to be decided beforehand; and the ministry head must know 24 hours or more in advance. The purpose of these meetings is to offer Biblical guidance and wisdom to strengthen the students' relationship with Christ. Even if these meetings become something routine, the ministry lead needs advance notice before each meet up.

## Standard Disciplinary Plans

While working with people of any age, we understand that sometimes, people can be disrespectful, disruptive, or mean. This is true of young people as well. As leaders, it is our goal to encourage students to love God and love their neighbors as outlined in Mark 12:30-31. To accomplish this, we have a standard disciplinary procedure that we intend to follow for typical situations.

### **Step 1: Expectations**

Before teaching a lesson or beginning an event, we must vocally express our intentions and expectations to students. This can be as simple as:

"Hey students! We are about to begin the lesson. I intend to speak for about twenty minutes, and then we will go play a game. In those twenty minutes, I expect you to show respect by listening, keeping your hands to yourself, and staying seated unless there is an emergency. I promise to give you a lesson to the best of my ability if you can promise to show me respect to the best of your ability."

### **Step 2: Explanation of Warnings**

We each have different backgrounds and different ways we have been raised. Because of this, some students' actions that are totally normal at home may be inappropriate in group. We want to extend grace and teach our students acceptable behavior at student activities, so we have created the "three strike rule". Before beginning a time of teaching or activity, we must explain to the students the basis of the warnings.

Typically, we can make this explanation part of the expectations that we address to the group. We simply can explain further, as we have the group's attention, that each student has two chances of receiving grace from a leader before a parent is called to pick them up. Here is an example of how we can phrase this:

“If you are being disruptive while I am teaching, I am going to call out your name and ask you to stop. If you continue to be disruptive, I will call out your name a second time. That is your final warning. If you continue, I will no longer be calling your name, I will be calling your mom’s so she can come pick you up. I want us to have a great lesson together, so let’s all be respectful for the next few minutes.” Basically, if a student is being disruptive, an adult leader (the teacher if during a lesson) will call out that student’s name. For example, you could say, “Hey \_\_\_\_\_, that is a funny mustache that you drew on your friend’s face. However, I am trying to teach a lesson and this is super distracting for me. Please stop.” We want to be kind and respectful at all times, giving students the benefit of the doubt (especially if they are new to group). If the distraction continues, you give a second verbal warning. It is rare that a student will need more than one warning.

If the disruptive or disrespectful behavior continues, it is time to call a parent to pick up the student. We want our group time to be beneficial for as many students as possible, and while we don’t enjoy disciplining students, it is sometimes necessary in order for the rest of the group to continue to learn about the Bible. Coming to group should be a fun time for all, and it is our responsibility as leaders to create a safe, respectful environment for all students and leaders who attend.

## **Ways to limit the amount discipline needed:**

1. Prepare ahead of time
2. Establish rules and expectations early
3. Be proactive
4. Talk to parents: if disciplinary action was needed with a child, let the Student Minister know. If you have to talk to parents, always do so in an encouraging, gentle, and positive way. Ask parents how you can help their child. If a child exhibits violence, parents are contacted immediately and will meet with Student Minister.

# Abuse, Neglect, Self Harm, Suicide, and Intention to Harm Others

We want each student leader to feel equipped for the unlikely situation in which a student confesses abuse, trauma, or the intention to self-harm. While we hope that we never have to walk with a student through these types of situations, we need to be prepared so that we can help them in the best way possible. If you experience one of these confessions, you must also let the Student Minister know what is going on so, as ministry leaders, they can oversee the report so that the child will receive the help he/she needs.

## Abuse & Neglect

In Indiana, we are under a legal obligation to report abuse or neglect to the Indiana Department of Child Services. Once the abuse has been reported to DCS, you must tell the Student Minister about the situation so that they can offer support to you, the student, and the family.

Each situation is unique, and there are several different factors to keep in mind: the timing of the abuse in relation to the confession about it, the people related to the confession, and who is involved in the abuse/trauma.

One such factor is the timing of the abuse; is it current, or is it something that happened several years ago? Is the child still currently in danger, or has the threat passed? When a clear and present danger is present, it is even more vital to report the abuse in a timely manner.

Another factor to consider is how the abuser relates to the family. In most abuse cases, the abuser is either a family friend or related to the child in some way. We need to consider how to best proceed in situations to ensure that our actions do not cause additional abuse on the child during the reporting.

A confession of abuse or neglect is always heartbreaking, and deserves to be heard and appreciated in a safe environment. If a child shares an abuse in a group setting, let them know that this is a subject that we need to talk about further after regular group time. Because the sensitivity of the topic, it is good to not go through the entire situation in front of a crowd. Rather, explain that after group, another leader will join you and the student to listen to the student's situation. It is then best to redirect the conversation of the group for the privacy of the student and the family involved. We love all of our students and families, and we feel that this is the best way that we can hear them while also protecting them from potential gossip.

Our protocol is that, if you have been told about an abuse situation, you need to contact the Student Minister as soon as possible, but absolutely within 24 hours. In fact, if either the Student Minister is in the area when the abuse has been reported, go find them and include them in the two leaders-to-one student discussion with the student. We want to get all the information from you so that we can create a comprehensive report, which would include student background information. We also want to take some time to inform the parents about our concerns and bring them in on the situation.

If the comprehensive information, put together, warrants a report, we will ask that you join us when we make the report. We want to be as accurate as possible, so that means including your first-hand account. The Student Minister will meet separately with parents together with the child before making the report, unless the abuse was in regard to a parent's or step parent's behavior; in that situation, we would tell the non-abusing parent before making the report. While meeting with the family, we will call the report in so that the student's family is fully aware of all parts of the report.

For a comprehensive understanding of what is legally required, please refer to the attached document or go to <https://incacs.org/indianas-mandated-reporting-law-means-everyone-even-duty-children/> for more information. See the below table "*What does your relationship look like?*" for more info about relationship health status.

## Self-Harm

In cases in which a student admits to harming themselves (i.e. cutting, hitting, banging their heads, burning, pulling out hair, making themselves bleed, etc.), the Student Minister should be notified immediately. As with the cases of abuse and neglect, promptness is key. The Student Minister will reach out to the parents and ask to meet with them and the child to support and give suggestions for Christian counseling.

For more information about child suicide/self harm/harming others, visit [https://www.aacap.org/AACAP/Families\\_and\\_Youth/Facts\\_for\\_Families/FFF-Guide/Childrens-Threats-When-Are-They-Serious-065.aspx](https://www.aacap.org/AACAP/Families_and_Youth/Facts_for_Families/FFF-Guide/Childrens-Threats-When-Are-They-Serious-065.aspx).

## Threats of Suicide/Harming Others

It is rare for a child who is struggling with suicidal thoughts to share those struggles with someone. It is vital as leaders in an adolescent setting to be able to identify signs or risk factors for suicide:

- Isolation from friends and family
- Problems eating or sleeping
- Mood swings
- Reckless behavior
- Dropping grades
- Increased use of alcohol or drugs
- Giving away belongings
- Talking about feeling hopeless or trapped
- Talking about being a burden to others or not belonging
- Talking about suicide or wanting to die
- Writing or drawing about suicide, or acting it out in play

If you see these signs or are concerned about suicide or harming others, it is important to notify the Student Minister, who will immediately notify parents/guardians. An in-person meeting will take place with all parties involved to listen and support the family. Family and personal counseling will be recommended.

If you believe that a child is an immediate threat to themselves or others, call 911. After the immediate threat has been diffused, call parents then the Student Minister.

## WHAT DOES YOUR RELATIONSHIP LOOK LIKE?

### HEALTHY

**A healthy relationship means you and the other person are:**

**COMMUNICATING:** You talk openly about problems, listen to each other, and respect each other's opinions.

**RESPECTFUL:** You value each other as you are. You respect each other's boundaries.

**TRUSTING:** You believe what the other person says. You do not feel the need to "prove" your trustworthiness.

**HONEST:** You are honest with each other but allow each other to keep some things private.

**EQUAL:** You hold each other to the same standards, especially when making decisions.

**PERSONAL TIME:** You both enjoy spending time together AND apart knowing the need for both.

### UNHEALTHY

**You may be in an unhealthy relationship if one or both of you are:**

**NOT COMMUNICATING:** When problems arise, you rarely resolve them or don't discuss them at all.

**DISRESPECTFUL:** One or both are not considerate of the other's feelings or personal boundaries.

**NOT TRUSTING:** One person doesn't believe what the other is saying or feels entitled to invade someone's privacy.

**DISHONEST:** One or both lies to the other.

**TRYING TO TAKE CONTROL:** One person consistently feels their desires and choices are more important.

**LACK OF PERSONAL TIME:** One person tries to control the other's schedule and who they are with.

### ABUSIVE

**The relationship may be abusive when one person:**

**COMMUNICATES** in a way that is very hurtful, threatening, insulting, or demeaning.

**DISRESPECTS** the feelings, thoughts, decisions, opinions, or physical safety of the other.

**PHYSICALLY HURTS** or injures the other person intentionally by hitting, slapping, choking, pushing, or shoving.

**BLAMES** the other person for their harmful actions, makes excuses or minimizes the abusive behavior.

**CONTROLS AND ISOLATES** the other person by telling them what to wear, who they can be around, where to go, and what they can do.

## Safety Standards: Never be Alone!

We want to ensure the protection of both our students and our servant leaders by creating certain guidelines that will serve as safety rails and create accountability.

These guidelines include:

1. Never be alone with a student of the opposite gender. For accountability purposes, always be within sight of others.
2. Never communicate one-on-one with a student of the opposite gender.
3. When serving at an overnight event, make sure that there is another servant leader present in the cabin/sleeping space at all times. Never allow yourself to be alone with a student in an overnight space.
4. When correcting a student, bring another adult with you to witness the discussion.
5. Never offer a ride to a student of the opposite gender if it will only be the two of you in the vehicle. Never offer a ride without parental consent.
6. Be above reproach. Don't put students' reputations at risk, don't put the church's reputation at risk, don't put your reputation at risk.

## Practice Appropriate Touch

Showing affection is a natural part of ministry and working with kids. Here are guidelines to follow for appropriate affection to kids while also maintaining integrity:

1. Hugs: Hugs should be brief and should be side-hugs. Kids should always initiate any hugs - not adults.

2. Hands: High fives, handshakes, and fist bumps are always appropriate. Hand holding is unacceptable.

## Avoid and Report All Inappropriate Touch

The following forms of affection are inappropriate in our student ministry in any circumstance:

1. Lengthy or full-body hugs
2. Kisses
3. Tickling
4. Kids sitting in your lap
5. Touching genitals
6. Piggyback rides
7. Any form of unwanted affection

For more information about how to report inappropriate touch, please read our section on abuse.

## Be aware of allergies

Parents should let student leaders know of any medical needs or allergies. Parents should be notified immediately with any concerns. In life threatening situations, call 911. File incident reports if you have had to intervene for an allergy or medical need.

## Conflict Resolution/Doctrine Questions

This section refers to conflict resolution and doctrine questions between adult leaders. For disciplinary standards, please refer to the “Standard Disciplinary Plans” section of this handbook.

### Conflict Resolution

We love our church family, and we love serving together. We hope that we all have a spirit of humility and always attempt to see the best in each other. Remembering the forgiveness that Christ has extended to each of us, let us also extend forgiveness to those around us. Our goal is to glorify God in all that we do, which means giving grace where grace is needed. If there is an occasion in which you, as a servant leader, feel at odds with another servant leader, we ask that you seek to resolve the conflict in the Biblical manner described in Matthew 18:15-21.

Step 1: Approach the person one-on-one to discuss the concern.

Step 2: If the concern still remains after that conversation, it's time to include the Student Minister in another conversation with all parties involved.

### Doctrine Questions

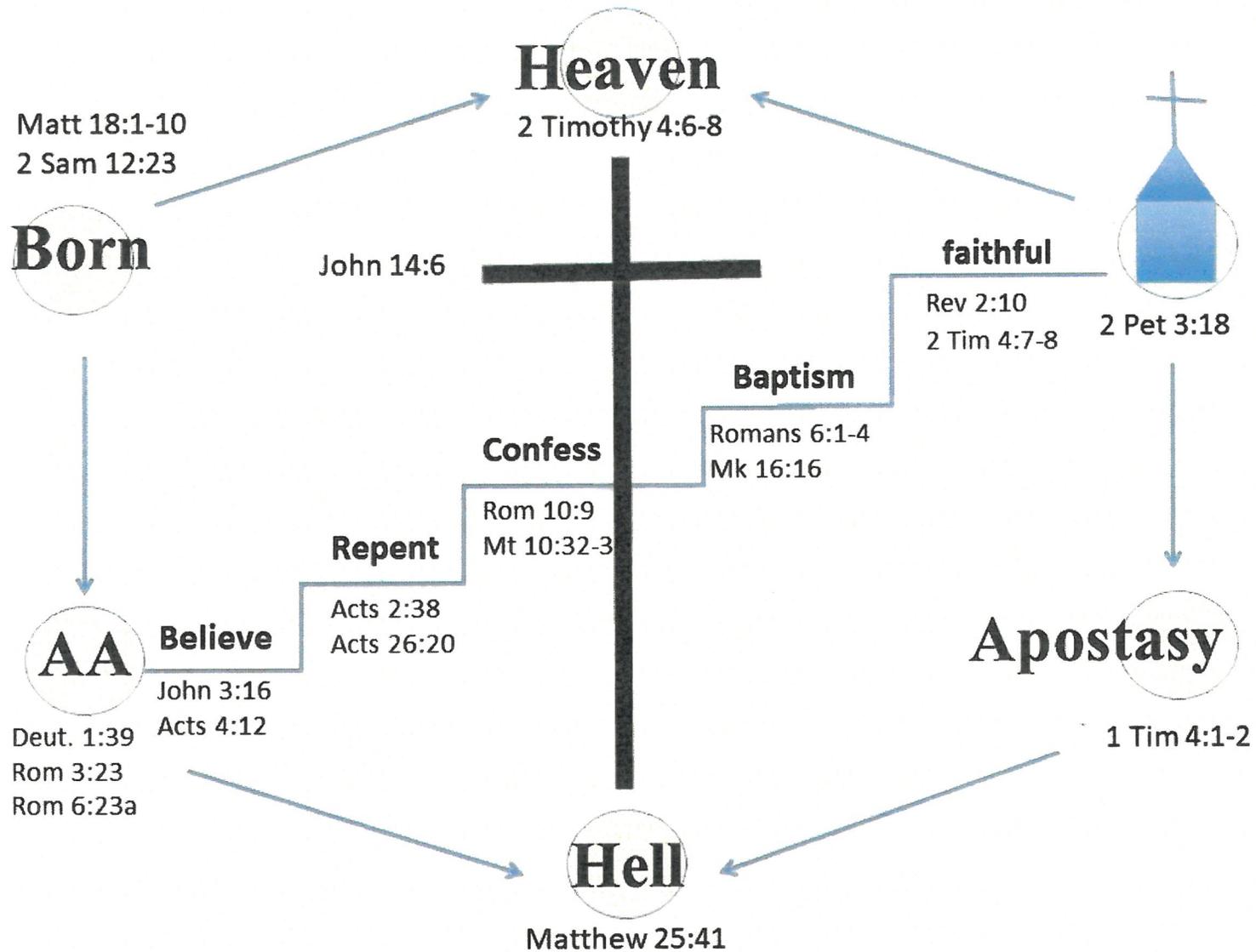
In the event that, while listening to another servant leader teach, you are concerned about a doctrinal point, wait until the teaching has ended, then approach the teacher. We are seeking to have an environment of respect, and interrupting a lesson to argue a doctrinal point is not conducive to our ministry.

In the rare event that the doctrinal point is egregiously erroneous, we ask that you raise a hand, ask to step out of the room with the

teacher, and pose your question then. Such an event would be merited if someone calls into question the Bible's authority, the authenticity of the trinity, an incomplete/erroneous process of salvation or any doctrine that is in complete opposition to the church's beliefs as stated on the “Our Beliefs” page of the church's website.

To learn about the church's beliefs, please visit the church website: <https://www.brightcc.org/page/2845>.

# Process of Salvation Graphic



## Additional Resources

### Christian Counseling

#### **Rock Solid Families**

<https://www.rocksolidfamilies.org/services/counseling>  
812-576-ROCK (7625)  
[linda@rocksolidfamilies.org](mailto:linda@rocksolidfamilies.org)

#### **Counseling Alliance - North Bend Road**

Tim Barber has been recommended specifically  
<https://www.counselingalliance.com/therapist/Tim-Barber>

#### **Life Way - Whitewater Crossing Life Center**

Call Whitewater Crossing Life Center for more info:  
(513) 738-7500  
[lifecenter@whitewatercrossing.org](mailto:lifecenter@whitewatercrossing.org)

#### **Thrive Point**

<https://www.thrivepointe.com/how-we-help/teen-counseling/>  
833-914-4688  
[info@thrivepointe.com](mailto:info@thrivepointe.com).

#### **Psychiatric - Linder Center of Hope**

*This can be used in emergency situations*  
1-513-536-4673  
4075 Old Western Row RD., Mason, OH 45040  
<https://lindnercenterofhope.org/child-adolescent-treatment/>  
Amanda Porter has been recommended specifically

#### **Priscilla Peters, Counselor**

513-575-6777  
Virtual or in-person counseling

#### **Hello New Beginnings**

Substance Abuse & Addiction Recovery Coach  
Amber Siegel  
513-289-4843  
[https://hellonewbeginnings.com/?fbclid=IwAR0Av0dm5LchpccN32ZkOK5FPHR8Jk-DW2T\\_msWC0hvJtttnCwdy9IOeP5o](https://hellonewbeginnings.com/?fbclid=IwAR0Av0dm5LchpccN32ZkOK5FPHR8Jk-DW2T_msWC0hvJtttnCwdy9IOeP5o)

## Biblical Moral Code

While none of us will ever be perfect (Romans 3:23) and sinless while we are still breathing, we do want to encourage each adult leader to have Jesus as their number one priority in their life. In John 14:15, Jesus said "If you love me, obey my commands." When we are involved in student ministry, we are under a microscope; we need to model the Christian lifestyle for the next generation. Paul said, "Follow my example, as I follow the example of Christ." (1 Corinthians 11:1). Our leaders need to be modeling Christ to our students.

Because we love our students and our adult leaders, we want to support all of our leaders to be obedient to Christ in all things. While only God can know a man's heart, we can see the result of living by the Spirit through fruitful living. In Galatians 5:22b-23a, we read that the fruits of the Spirit are "...love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self control." Contrary to the fruits of the Spirit, we also have fruits of the flesh (sin) outlined in Galatians 5:19-21a "The acts of the flesh are obvious: sexual immorality, impurity and debauchery; idolatry and witchcraft; hatred, discord, jealousy, fits of rage, selfish ambition, dissensions, factions and envy; drunkenness, orgies, and the like."

Adult leaders should have evident Spiritual fruit in their lives. In order to lead well, we should be battling fruits of the flesh that might be present in our lives, especially since we are leading students. We will never expect perfection from our leaders, but we do expect moral purity and a love for Jesus that changes hearts and actions. If unrepentant sin is felt to be present in an adult leader's life, we ask that the adult leader step down from leading so that the sin can be addressed without harming the students, families, or the leaders under the care of our ministry.

## Servant Leader Agreement

I, \_\_\_\_\_, agree to follow the standards outlined in this handbook. If, in the future, I am unable to agree to these standards, I understand that I will voluntarily step down from servant leadership within student ministry at Bright Christian Church.

Insurance Statement: Have you ever participated in, been accused or convicted of, or pleaded guilty or no contest to any abuse or sexual misconduct?

Yes  No

\_\_\_\_\_  
**SIGNATURE OF ADULT LEADER**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE OF STUDENT  
MINISTRY STAFF**

\_\_\_\_\_  
**DATE**



# STUDENT MINISTRY



## JANUARY



## 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <i>Happy New Year</i>	2	3 <b>FNF</b>	4
5 PARENT MEETING AFTER 2ND SERVICE	6 	7	8 	9	10	11
12 	13 	14	15 	16	17	18
19 	20 	21	22 	23	24	25
26 	27 	28	29 	30	31	

### KEY:

FRIDAY NIGHT FRENZY =



HS GIRL'S STUDY =

HS GUY'S STUDY =

MS & HS CO-ED LIFE GROUPS =



IGNITE =



TEXT 81010  
MS - BRIGHTCCMS  
HS - BRIGHTCCHS



PLEASE JOIN THE MIDDLE AND HIGH SCHOOL REMIND TEXTS TO STAY UP TO DATE ON EVENT INFO & POTENTIAL CHANGES TO THE SCHEDULE!



# STUDENT MINISTRY



## FEBRUARY



## 2025

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

						1
2 	3 	4	5 	6	7	8
9 	10 	11	12 	13	14	15
16 	17 	18	19 	20	21	22
23 	24 	25	26 	27	28 	

### KEY:

FRIDAY NIGHT FRENZY =

HS GIRL'S STUDY =

HS GUY'S STUDY =

MS & HS CO-ED LIFE GROUPS =

IGNITE =



TEXT 81010  
MS - BRIGHTCCMS  
HS - BRIGHTCCHS

PLEASE JOIN THE MIDDLE AND HIGH SCHOOL REMIND TEXTS TO STAY UP TO DATE ON EVENT INFO & POTENTIAL CHANGES TO THE SCHEDULE!

