



First Priority's LEGAL Do's and Don'ts of Campus Ministry

Legalese, the language of our legal system can be confusing and result in frustration for those who want to function within the law. First Priority is making an effort to translate the legal minefield of "non-curriculum secondary school clubs" and have made a commitment to the Superintendents of our county schools to abide within the law.

The following guidelines are simple . . . our legal "do's and do not's" that we have gleaned from research. Please apply these principles to the campus ministry you serve.

- **Do** meet with student leadership at least once a month to plan the 4 week cycle.
- **Do** make sure the student leadership team is well trained and prepared to take upon themselves the role of campus leadership.
- **Do** encourage faculty sponsor to have all adults fill out volunteer applications.
- **Do** sign in at the front office every week, if you are not faculty or paid staff.
- **Do** wear some form of I.D. on your person. Examples; front office visitors' badge, First Priority attire, volunteer badge.
- **Do** dress in a manner that is respectful to the administration of the campus.
- **Do** thank the administration regularly for allowing you to come in on "equal access."
- **Do** make sure that a faculty sponsor is present for every meeting, including planning.
- **Do** one of the four week strategy's to ensure student leadership.
- **Do** use common means to promote club activities i.e. P.A. announcements, posters, signs.
- **Do** not depend solely on posters, etc. Personal initiations always work best.
- **Do** be gracious to other clubs on campus.
- **Do** make sure to be a servant on the campus and don't expect others to serve you.
- **Do** make sure you are living your life with the light of the gospel of Christ.

- **Do not** allow adults to participate in mass distribution of fliers or any other printed material.
- **Do not** allow students to do any mass distribution of anything without letting the administration know ahead of time.
- **Do not** allow adults to operate the meeting. Students should be praying, opening, closing, inviting, etc. You are allowed to participate when publically asked by a student; but not on a regular basis. (according to the equal access act)
- **Do not** allow students to miss class time. Conversations should not carry over into instructional time.
- **Do not** take any students off campus, or stay on campus after school without prior permission (permission slips) given from parents/guardians.
- **Do not** assume students have contacted parents without seeing a permission form.
- **Do not** be alone with a student anywhere, anytime.
- **Do not** lead students to believe you are a professional counselor. Begin your advice with, "I am not a professional counselor, but my opinion is . . ."