

## **10 Commandments for Legal Issues (Actually there are 13)**

1. Be informed.
  - a. Remember that our focus is on the students.
  - b. Consult an attorney when in doubt.
2. Keep your character above reproach in everything.
  - a. I Timothy 3:7
  - b. Titus 2:6-8
  - c. I Timothy 4:12
3. Keep your insurance coverage under the church plan.
  - a. Understand what driving out from under your coverage means.
  - b. Note exclusions – some activities are NOT covered.
  - c. Does your coverage “cover”?
4. Screen volunteers.
5. Make sure that business and ministry arrangements are in writing.
6. Avoid the term, “counselor”.
  - a. Use words like chaperone, sponsor, volunteer.
7. Be current with vehicle laws.
8. Don't trip up on trips.
  - a. No permission form, no participation.
  - b. Enlist a “lead person” of the opposite sex for all events.
  - c. Site visits are not an option – do it.
  - d. Stick with your plan.
9. Put your policies in writing and distribute them to everyone.
  - a. Trip guidelines
  - b. Youth Ministry Manual
  - c. Non-negotiables for volunteers
10. Keep up to date on evolving legal issues.
11. In case we didn't mention them:
  - a. Copyright infringements
  - b. Property/equipment landmines
  - c. Sexual harassment
12. Negligence means that all bets are off.
  - a. Release and hold harmless, permission slips, good intentions are worthless if negligence is proven.
13. BE FLEXIBLE – Willing to change.