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.