

TWK YOUTH GATHERING

OCTOBER 7-9, 2022
OPRYLAND HOTEL

LEADER'S GUIDE

BEGIN AGAIN...
REVELATION 21:5

WELCOME!

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(If the local church does not already have a health form. All students must have some sort of health form signed by parents.)	

Schedule

Friday, Oct. 7th

5:30 pm Group Check-In/Late Registration

8:00 pm- 10:00 pm Gathering #1 (Doors Open 7:15pm)

10:20 pm- 11:30 pm Late Night Options

Saturday, Oct. 8th

8:30 am Group Check-In/Late Registration

9:30 am- 11:30 pm Gathering #2

12:00 pm- 2:00 pm Lunch

2:00 pm- 4:15 pm Workshops

4:00 pm Free Time & Dinner (On your own)

7:00 pm- 9:00 pm Gathering #3 (Doors Open 6:00pm)

10:00 pm- 11:30pm Late Night Options

Sunday, Oct. 9th

10:00am Gathering #4

Welcome to: Begin Again

Thank you for registering your group for the first TWK Youth gathering! We have great plans for our upcoming weekend together. This resource will help you plan your time at the gathering. Please review the following information and let us know if you have questions.

General Information

Housing

Each group is responsible for making their own arrangements for the weekend. To help support the event, we ask that you reserve rooms at Opryland. If the cost is prohibitive, conference sponsorship will be available to help with the cost difference. Email Amanda at ahwestmoreland0601@gmail.com for more information. Please create a rooming list for each adult leader in your group. In the evening, we ask adult leaders to be in proximity to their youth housing rooms when the youth return to their rooms.

Meals

Meals are not included in the cost of the event. Several restaurants surrounding the Gaylord Opryland Hotel are available, and meal times during the event are extended to allow time. If you plan to have food brought into the hotel from outside restaurants, you must serve this food inside of your hotel rooms. Do not gather in the hall or walkways to serve or eat.

No Stress Tip: Order pizza early in the evening to ensure that it arrives before midnight. Pizza delivery people must be met in the lobby. Youth may not go alone to receive pizza.

Parking

If you paid for a parking pass when you made your room reservations, you may come and go for the parking lot using your room key. If you use your room key, there is no extra charge for returning to the parking lot. Another option for parking is in the Opry Mills parking lot outside of the Gaylord Opryland Hotel. You will need to walk over.

Check-In

To check in to the Opryland Hotel, enter through the Cascades Lobby. Check in to your rooms and proceed to the Ryman Exhibit Hall Level 0 hallway to check in for the event between 5:30 pm - 9:00 pm on Friday. Saturday check-in will be located in Ryman Exhibit Hall B.

Check-In continued

IMPORTANT: Please bring the forms listed below to the check-in table:

- You will keep these forms in case of an emergency, but we want to see that you have one for each of your students and adults:
 - Individual Registration Form for each participant (pg. 17)
 - Health Form for each participant (youth only pg. 18)
 - If your church has a form, it can be used but should include the following: parental contact numbers and a photo/video release, and parents should know how to reach you in case of an emergency.
- These forms will be kept for our records:
 - Safe Sanctuary Adult Youth Worker Confirmation Form
 - Group Covenant Form
 - Group Registration Form

Workshops

workshops are a great way for teens and adults to learn more about topics that interest them. Everyone will be able to select TWO workshops. We strongly suggest helping teens to choose their workshops based on the topics and interests, not based on where their friends are attending. Please be aware that there will be an adult present to regulate seating, and let your attendees know that if a workshop is full, they will have to choose a different workshop. The list of workshops will be available on Sept. 12th and will be available at:

<https://twkumc.org/equip/youth-ministry/>

T-shirts

T-shirts are included in the cost of the event. Sizes must be turned in by Sept. 26th. Shirts will be available for pick up at registration. For late registrations, shirts will be distributed after the event.

Ministry Partners

A resource area will be located within Ryman Exhibit Hall B. It will include youth ministry services and booths of interest. This area provides an opportunity for youth and adults to discover great resources available to them. The resource area will be open throughout the event. The area will be closed during all sessions and workshop times, and will not be available after the Saturday evening session.

Youth Leader Responsibility

Anytime youth come together, there will be some creative behavior! Your church is responsible for the discipline of your group throughout the weekend. The Lead Event Team would like to make the following suggestions to keep everyone safe and enhance the weekend experience.

Role Models: The TWK Conference expects the adult leaders who come with their youth to The Gathering to be responsible role models in areas of Christian living. This would include abstaining from the consumption of alcoholic beverages. If tobacco products must be used, we ask that discretion is shown to do so out of view of youth and in designated smoking areas.

Safe Spaces

Please allow enough time to complete the Safe Spaces application and background checks for adults attending the event. The verification form will need to be signed by the Youth Ministry Leader and Church Pastor and returned to the event leader one week before the event. Documents can be sent to:

joanna.newbery@twkumc.org The full TWK Safe Sanctuary Policy can be found at: <https://twkumc.org/equip/safe-spaces/>

Two Adults: Per the TWK Safe Sanctuary Policy for Children, Youth, and Vulnerable persons, there will be two adults to 16 youth ratio, with a minimum of 2 adults. At least one male and one female adult should be present, regardless of your group size, if both male and female youth are represented.

Participate Please: Please ask your youth and adults to participate in all sessions, including workshops. Please remind your group to be respectful of others during this time by holding the background noise during the sessions to a minimum. Youth will not be allowed to leave the main session room without an adult.

Where are they?

Know where your youth are as much as possible. Instruct them never to leave the Opryland Hotel without two approved adults. You are responsible for your youth at all times. Conference leadership will not be responsible for your youth's supervision.

Youth Leader Responsibility

Where are you?

Your youth needs to be able to reach you in an emergency. Please give your youth a cell phone number where you or another adult from your group can be reached at all times.

They did what?

Be understanding of those around you who may have different discipline standards than yourself. However, please address any issue that could cause harm to others, even if it is not a youth from your group.

In your rooms:

Please adhere to our scheduled Opryland Hotel youth group in-room time of midnight. Be considerate of youth groups and other guests sharing the same hotel. All groups should be in their rooms and quiet.

Clothing: Adherence to the Conference dress code is expected. Clothing with beer slogans or inappropriate or exclusionary language shall not be worn. Underclothing should not be seen—no bare midriff. One-piece bathing suits are appropriate.

To acknowledge these rules and the rules printed in our group covenant form, please have your group complete and return the Group Covenant Form before your arrival at event registration. This form can be found on pg. 9-10.



FOOD & DRINK

- 111 Cascades American Café
- 112 Wasabi's Sushi Bar
- 113 Solario Cantina (Lower Level)
- 114 Ravello (Lower Level)
- 115 Conservatory Café
- 116 Fuse Sports Bar
- 117 Jack Daniel's
- 118 Findley's Irish Pub

- 119 Stax Burgers
- 1110 Paisano's Pizzeria & Vino
- 1111 Old Hickory Steakhouse
- 1112 The Falls
- 1113 Conservatory Wine Bar (Lower Level)
- 1114 Library Lounge
- 1115 Cocoa Bean Coffee House
- 1116 Delta Delight Frozen Yogurt

RECREATION

- Spa, Salon & Fitness Center
- Cascades Outdoor Pool (Access through Spa)
- Indoor Pool (Access through Spa)
- Magnolia Outdoor Pool
- Delta Riverboats
- Delta Fountain Show
- Gaylord Springs Golf Pick-Up

SHOPPING

- 111 Cascades Necessities
- 112 Magnolia Necessities
- 113 Magnolia Shops
 - Nashville Market
 - Johnston & Murphy
 - Swarovski
 - Savannah's
 - Cowboys & Angels

EVENT LOCATIONS

- E1 Crystal Gazebo
- E2 Lion's Head Fountain
- E3 Magnolia Courtyard
- E4 Delta Pavilion
- E5 Delta Landing
- E6 Water's Edge



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Nashville

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Leader / Youth Covenant

1. Everyone will attend all large and small group activities, worship services, meals, and other scheduled events.
2. Everyone is expected to arrive on time for each scheduled event.
3. No mixed genders in sleeping rooms at any time.
4. Use of vaping, tobacco, or alcohol is not permitted at conference youth events.
5. Animals, weapons, illegal substances, explosives, fireworks, or other dangerous materials are prohibited at any conference event.
6. All cell phones must be turned off during sessions.
7. Clothing with inappropriate language, art, or banned substances shall not be worn. Underclothing should not be seen. No bare midriffs. One-piece bathing suits are appropriate. Shorts should be of appropriate length.
8. Each person will be responsible for the care and proper use of all equipment and property at the event. Each person will respect the property of other people.
9. Youth should always have a partner while at the event.
10. Youth should not leave their room after Lights Out time.

As representatives of Christ and His Church, we take our responsibility seriously to one another. This covenant is an affirmation of our concern for the well-being of the total community.

My signature indicates that I have been given the opportunity to hear or read these statements. I understand that a serious infraction of this covenant means that I will meet with the Event Lead Team and my youth worker to determine appropriate action, including possibly being sent home at my own expense.

Please turn this form over and have all persons attending, both youth and adults, signify their willingness to abide by this covenant with their signature.

**PLEASE COLLECT THE SIGNATURES OF BOTH YOUTH AND ADULTS
ATTENDING ON THE NEXT PAGE.**

Please turn this completed form in at registration.

Covenant Signatures

[illegible]



Event Group Registration Form

Each group should submit this form at registration.

Event: _____ Today's Date: _____

Church Name: _____

Address: _____

City, State, Zip Code: _____

Youth Leader: _____

Youth Leader Cell: (____) _____ Pastor Cell (____) _____

Secondary Adult Contact: _____

Secondary Adult Cell: (____) _____

Conference: _____ District: _____ Outside UMC: _____

☐

By checking this box, I acknowledge the TWK Conference may use the likeness of my youth group and individual members in photographs and videos in any and all publications. I understand that these images will not be sold or given for use to organizations or entities outside of the Twk UMC without additional permission.

Name of Registrant	Shirt Size	Adult/ Youth/ Child	Health Form	Payment
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Name of Registrant	Shirt Size	Adult/ Youth/ Child	Health Form	Payment
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Add more sheets as needed. You will need to turn this document in at event check in.

Tennessee-Western Kentucky Conference of The United Methodist Church

Safe Sanctuary Policy for Children, Youth, and Vulnerable Persons

Definitions and Summary

Every congregation and agency in the Tennessee-Western Kentucky Conference of the United Methodist Church (TWK UMC) is expected to uphold this policy as its minimum standards in the establishment of its local Safe Sanctuary Policy for Children, Youth, and Vulnerable Persons. Abuse and neglect of children, youth, and vulnerable persons are prohibited by the TWK UMC, its churches and its agencies.

The TWK UMC seeks to create a safe environment for children, youth, and vulnerable persons in which opportunities for abuse are minimized by the provision of proper enlistment and supervision of those persons working with them.

See the full policy at: twkumc.org/equip/safe-spaces/

Adults are all persons who have attained the age of majority (18 years in Tennessee except for alcoholic beverage restrictions, and in Kentucky except for purchase of alcoholic beverages and for purposes of care and treatment of children with disabilities for which it is 21).

Staff includes any United Methodist clergy person, any paid employee of the conference or a district, and any paid employee of any group, committee, team or agency of the conference or a district that has the care or supervision of a participant at an event.

Supervision is the ability for a person to be in charge of a group of children, youth, or vulnerable persons giving direction, setting boundaries, disciplining appropriately, maintaining safety and being the adult in all situations.

Authority figure is a person who is a primary leader of any children, youth, or vulnerable persons activity. Such person should be eighteen (18) years of age or older and at least 5 years older than the age group with which they are to work. It is strongly recommended that the second person serving in this role be at least twenty-one (21) years of age or older. This role requires extensive training in Safe Sanctuary and risk reduction such as that offered by TWK UMC.

Adult Volunteer is any non-clergy, lay worker who has the care/supervision of a participant at an event. This may include paid staff members of a local church. This role requires local church Safe Sanctuary training based upon the congregation's policy and procedures.

SAFE SPACES PROCEDURES SUMMARY

A. Appropriate Boundaries: All persons, staff and participants, will maintain boundaries appropriate to their specific roles, age, and relationship to another.

B. Two Adult Rule: During all conference events one adult will not be alone with any number of children, youth, or vulnerable persons. For small group activities where one adult supervises one group, two or more groups are to meet in sight and sound of each other. The ministry leader may also decide to combine groups to ensure the safety of all parties. Small Group sizes will be determined by the size of the group but should not exceed reasonable adult/participant ratios. Risk will be reduced even more when the adults are unrelated.

C. Five Year Older Rule: Persons supervising children and/or youth will be at least 5 years older than the oldest child/youth participant. It is expected that all staff or volunteers for Conference sponsored events be at least 21 years of age or older and have completed a background check, interview with the ministry leader for the conference, and participated in training on the Safe Sanctuary Policy for Children, Youth, and Vulnerable Persons.

D. Adult/Children Ratio: The adult/children ratio will be dependent upon the age of the children groups present. Refer to the following protocol: Children, ages 0-5 - 1 adult to 4 children or 2 adults to 8 children Children, grades 1-6 - 1 adult to 6 children or 2 adults to 12 children Note: Day Care/Nursery programs must meet the respected codes of their state as the minimum ratio.

E. Adult/Youth Ratio: The adult/youth ratio will be at least 2:16 at retreats/rallies/meetings with the understanding that one adult will not be alone with any number of youth. The ratio for offsite camps and mission trips will be 2:10. Some events may require smaller ratios. If so stricter requirements will be communicated to all adults and churches prior to the event through registration confirmation packets as well as through emails and the conference youth website.

F. Male/Female Adults: When a group from any local church consists of both genders, the accompanying adults shall also be of both genders. This also applies to small groups and mission worksite groups.

L. Lodging for overnight youth events: An adult and youth will not share a room/hotel/tent unless the adult is a parent of that youth with whom they are sharing the room/hotel/tent. No adult should share a bed with any youth.

N. Parent/Guardian Housing Exemption: An immediate family member or guardian of a young person who is chaperoning an overnight event is permitted to share a room and bed with his/her child no matter the gender as long as no other young people are sharing the room.

**Tennessee-Western Kentucky Conference of The United Methodist Church
Safe Sanctuary Policy for Children, Youth, and Vulnerable Persons**

SAFE SPACES VERIFICATION FORM

This statement is between the local church listed and the TWK UMC of The United Methodist Church:

Conference/District Event:

Church:

Address:

City:

Contact Person:

Phone:

The following adults who are accompanying our children and/or youth to this ministry event have completed the requirements for participation as an adult attendee as prescribed by the TWK UMC and enacted as a part of this local church's staff/volunteer screening process. This includes a background check, reference check, training on the local church's Safe Sanctuary Policy and Procedures, as well as a review of the TWK UMC Safe Sanctuary Policy for Children, Youth, and Vulnerable Persons.

These background checks were completed through the conference office: ____ Yes ____ No
If No, please indicate background company.

(List Names)

The signatures below attest that the screening procedure & background checks were performed and the results were satisfactory, that the individuals have completed the local church's Safe Sanctuary training, and they have reviewed the TWK UMC Safe Sanctuary policy.

CHURCH PASTOR (signature and date required)

MINISTRY LEADER (signature and date required)

This form should be completed and returned to the Conference/District Event organizer at least 1 week prior to the start date of the event.

Left intentionally blank

TWK Youth Individual Event Registration Form

ALL TWK YOUTH PARTICIPANTS (Adult, Youth, Child) must have a form completed that will be presented at registration. Youth Ministry Leaders should keep this form in a safe place during the event. This is the preferred form for TwK Youth n events; however, local churches may create their own form.

Please Print with a Ballpoint Pen

Today's Date _____

Please indicate your church affiliation:

Conference _____ District _____ Other _____

YES ____ NO ____ Photographs of this youth may be used for promotional purposes by the TWK Conference Youth Ministry. At no time will their name, address, or church be identified unless specifically notified.

Participant Full Name: _____ Email: _____

Address: _____

City, State, Zip Code: _____

PHONE - Home: (____) _____ Cell: (____) _____ Work: (____) _____

Church Name: _____ City, State: _____

Pastor: _____ Youth Ministry Leader: _____

If non-TWK Conference UMC, name of other Conference, Denomination or Religious Affiliation: _____

DOB: _____ Age: _____ Graduation Year: _____ Gender: _____

Race: _____

Add a little bit of body text

If you are under 18 or still in high school, please have a parent or guardian complete below.

Parents Name(s): _____

Parent Signature: _____

Address if different from above: _____

City, State, Zip Code if different from above: _____

Phone: Day: (____) _____ Evening: (____) _____ Cell: (____) _____

COMPLETE BOTH PAGES, PLEASE

Participant Full Name: _____

Emergency Contact & Phone: _____

MEDICAL INFORMATION FORM

This area must be complete, to process registration.

Name of registrant: _____

Health Insurance Provider: _____ Group Policy #: _____

Family Physician: _____ Phone: (____) _____

Allergies (food, nature, medicine): List Medications required during event:

Special needs, i.e. physical, dietary, etc: _____

Y N - I give permission for my child to be given Tylenol, laxative, or other minor medication as needed. Describe any behavioral or emotional problems that your child has that may effect their stay or participation in the event.

I understand that all reasonable safety precautions will be taken at all times by the Next Gen Discipleship of the Tennessee Conference Event Staff. I have completed the information to the best of my knowledge. In giving my child permission to attend this event indicated, I release the Tennessee Conference, United Tennessee Conference, United Methodist Church, leaders and event staff from liability for damages, losses, illness, or injuries incurred by my child. I understand that I, or the emergency contact listed on the registration form will be contacted. I hereby give permission to the physician or facility present to order X-rays, routine tests, and treatment for the health of my child.

Parent/Guardian Signature: _____ Date: _____