

# RENEGADE

LEADERSHIP HANDBOOK  
2024-2025



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## Mission Statement

To provide a safe and fun environment where students can hear about the love and forgiveness of Jesus Christ, come to faith in Him, and begin a journey of following Christ.

## Acknowledgement

Thank you for choosing to serve in Renegade! Your service to our students brings us gratitude and brings glory to God, who will be eager to reward you for your sacrificial service.

## Our History

Please follow the QR code below to watch a brief video on the history of Renegade.





# GENERAL POLICIES & EXPECTATIONS

## Importance of Fellowship

Consistent involvement in fellowship is vital to spiritual growth and service. Teaching children is a role of leadership which necessitates dependence on the Lord and the support and prayer of brothers and sisters in the Body of Christ. Therefore, Renegade requires its volunteers to be fully invested in peer fellowship before leading in this secondary ministry role. All Christians need adequate involvement in fellowship to grow. If they are not fully engaged in their own fellowship, they won't experience the full blessings of the Christian life nor be spiritually fit to serve (see Romans 12, 1 Corinthians 12, and Ephesians 4). As members of one another and to effectively minister, our volunteers need the support, encouragement, admonition, and maturity of their local body of Christ

## Lifestyle Statement

All the roles associated with Renegade are ones that evoke admiration and scrutiny from parents, children, and visitors. Therefore, it is important for the volunteers who lead and teach our students to be adequate moral examples to those observing them and to meet spiritual and moral standards.



# GENERAL POLICIES & EXPECTATIONS

All servants of God have shortcomings. However, lifestyles that are flagrantly out of God's will adversely influence children and hurt the reputation of Jesus Christ and His church. If you have unresolved moral issues, such as addictions to pornography, drugs, alcohol and/or sexual immorality issues, speak with the Renegade Director and/or your local home church leader. If necessary for restoration, step out of the ministry until those issues are resolved.

Additionally, we expect the volunteer to self-disclose if they fail to meet the basic requirements of active fellowship or fall into unrepentant immorality.

Renegade leaders are expected to attend weekly meetings, drive students both to and from meetings safely, and communicate in advance when they cannot participate. Leaders who consistently fail to attend meetings and/or provide rides may be asked to step out of the ministry.

All Renegade leaders must have a current background check and complete the Dwell safety training quiz. When signing up to become a Renegade leader, you will be directed to completing these tasks by a Renegade administrator.

**Involvement and  
Communication**

**Background Checks  
& Safety Training**



# GENERAL POLICIES & EXPECTATIONS

## Driving

Because volunteers drive, they are expected to have a current driver's license, access to a car, and current car insurance. Volunteers must only drive as many students as seatbelts they have in their car.

## Safety

No illegal activities or activities causing excessive danger will be tolerated during youth work. Youth workers must exercise good judgment so as not to incur undue risk.

## Vaccination Requirements

Each volunteer is required, unless by doctor's order, to be generally vaccinated. The following are required for service: DTap or Tdap, MMR, and Varicella (unless you've had chicken pox). Any requests for exceptions to this policy should be directed to the Renegade Director.

### Volunteer Screening

The entire screening process must be completed before a volunteer is eligible to serve in the classroom. The Renegade Administrator will inform the volunteer when the screening is complete.

To begin, the volunteer must complete the volunteer application form:

(<https://dwellcc.org/student-ministries-application>).

You will be contacted by the Renegade Administrator within two weeks.

### Visitor Policy

Prospective leaders are able to visit Renegade two times before deciding whether to join as a full-time leader, but if they have not been screened, they should be accompanied by a screened leader. Parents or guardians are able to visit, but should be accompanied by a screened leader. Unscreened adults should never be alone with students that are not their own child(ren).

## Check In

Beginning in 2024, Renegade is using the Dwell Check In system for security purposes. When arriving with students, the leader should make sure each student checks in at the front desk. The check in station will print off two tickets when a student is signed in:

1. Classroom Ticket
2. Name Tag

Location	WWW
<b>FirstName</b>	
LastName	
Contact Phone #	Allergies (If Any): Allergies
Please Give to Renegade Leader	

<b>Renegade Name Tag WWW</b>	
<b>FirstName</b>	
LastName	
Contact Phone #	Allergies (If Any):

The name tag should be placed on the student or be present with them. The name tag will display pertinent information for the child, including parent contact information in the case of emergency.

The classroom ticket should go to a designated Renegade volunteer and serves as the roster.

The use of the check in system will allow for better security – knowing who is and is not present at the meeting, and who to contact in the event of an emergency.

### Release of Students

The Renegade Director coordinates rides for students to/from the meeting. Parents and guardians communicate if they plan to drop off or pick up students, while leaders should expect to pick up and drop off several students for the meeting as well.

### Cell Phone Policy

Volunteers should refrain from using cellphones during the meeting. Phones should not be used to show children videos or to use apps for the purpose of entertaining children. Occasionally, a volunteer may be asked to show a video to supplement a lesson. Generally, it is advisable to use laptops, projectors, or other larger devices to show the video to the entire class.

Phones should be used in emergency situations, to contact the Renegade Director in the event of need, or to play music for kids.

We ask that volunteers not use cellphones to take videos or photos of students during the meeting.



### Worker Requirements

Leaders must never be alone with a student of the opposite sex.

### Bathroom Policy

Only one child is allowed to use the bathroom at a time. Two workers should monitor outside the bathroom while it is in use.

### Accident Report

If an accident occurs, please complete an accident report:

<https://dwellcc.org/accidentreport>

### Physical Contact

Each child comes with their own personality and life experiences. Some may want and need touch, while others are uncomfortable with any contact. Respect what they tell you through their words, actions and body language.

### Appropriate Touch

- Non-demanding, gentle, aware
- Shoulders, hands, arms, head, back

### Inappropriate Touch

- Kissing, demanding or initiating hugs
- Touching chest, genital region, upper legs, buttocks
- “Piggyback” rides
- Children on lap
- To avoid physical injuries, either because of play or anger:
  - Never grab a child
  - Never spin a child by their limbs
  - Never toss a child
  - Never shake a child

### Discipline and Anger

With large groups of students, it is easy for things to get out of control and volunteers to lose their tempers. To guard against any implication of physical abuse and to protect the students, the volunteers, and/or the church from harm and accusations:

- It is only legitimate to hold a student if necessary to break up a fight.
- When there is a need to discipline, yelling, threats or actions of anger are unacceptable.
- If a student continues to be disruptive, call the Renegade Director.
- If necessary, interact with the parent to establish a redemptive plan.

### Abuse and Neglect

Abuse of a child is an act of commission. An abused child has experienced substantial non-accidental physical or emotional injury, sex offense, torture, or excessive corporal punishment.

Neglect of a child is an act of omission, a failure to act on behalf of the child. The neglected child has experienced lack of necessary care, nourishment, medical care, education, clothing, and shelter or one who is abandoned.

By law youth workers must report cases of child abuse to the local children's services agency.

If you suspect a child is a victim of abuse or neglect, email [disclosures@dwelcc.org](mailto:disclosures@dwelcc.org) with a brief explanation of your findings. The Disclosures email line is a private email line with a small team of employees who will help you determine the next steps. Whenever emailing the Disclosures team about a Renegade student, copy the Renegade Director as well.

### Suicide and Self-harm

Many students struggle with suicide ideation. When students discuss suicide, we take it seriously. Any time a student has a plan (a time, place, or method), we must act immediately.

Self-harm could be treated differently but consult with Disclosures and the Renegade Director to be sure.

If someone discloses a suicide plan:

- Never promise to keep it a secret. Instead, tell the student you will be responsible with the information.
- Make sure the parents are informed. Parents should be immediately contacted in almost all cases. If unsure, you can contact Disclosures for advice.
- Report cases of suicidal plans or ideation to Disclosures and the Renegade Director within 48 hours.

### Reporting to Disclosures

When emailing Disclosures, use the following template:

- Student first & last name
- Student age
- Name of Renegade leader who is reporting
- Student's school (if known/applicable)
- Date of Disclosure to Renegade leader
- Is the student in imminent danger? If yes, call 911
- What action steps have been taken thus far?

### Active Shooter or Terrorism

#### Indoor Procedure:

- Remain calm.
- Turn off lights and close doors.
- Immediately bring students into the upstairs classroom. Close the door.
- If upstairs classroom is blocked, dangerous, or inaccessible, be prepared to move away from danger. Leaders should look for several escape routes. Do your best to get students in a safe space until it is safe to come out.
- Ensure students with access and functional needs are properly assisted.
- Remain silent and ensure the room looks and sounds like it is unoccupied.
- Stay in lockdown until otherwise notified by the appropriate authority.

#### Outdoor Procedure:

- Remain calm.
- Gather behind a natural barrier.
- Be prepared to move away from danger. Leaders should look for several escape routes.
- Ensure students with access and functional needs are properly assisted.
- Stay in lockdown until otherwise notified by the appropriate authority.

### Tornado

In the event of a tornado, all leaders and students must take the most expedient route to the bathroom. Once the bathrooms are filled, leaders and students should line up against the wall, away from windows & doors.

### Fire

In the event of a fire, leaders should escort students out of the building quickly and calmly. Call 911 for assistance and get students safely away from the building.

### General Policy

To protect the health of all workers and children, children should be clear of fever, diarrhea, and/or vomiting for at least 24 hours before coming to Renegade. If, upon arrival, a child appears to be ill, graciously ask the parent if the child has been free of fever, vomiting, and diarrhea for 24 hours, explaining that we want to avoid spread of illness.

### Bodily Fluids

Blood, vomit, or other bodily fluids are potentially hazardous to the health of individuals encountering it. When dealing with a situation that involves bleeding or vomiting, do the following:

- Isolate the children from the fluids.
- Put on disposable gloves.
- Deal with wounds and/or lesions using standard first-aid procedures.

After dealing with the immediate problem, notify the Renegade Director so that they can notify the Facilities staff.

- Pull gloves off from wrist turning them inside out without touching bare skin to outside. Dispose of gloves in a lined wastebasket.
- Wash hands thoroughly.

**NOTE:** If you don't have time to put on a pair of gloves, place any available barrier (e.g. paper towels) between your hands and the bodily fluid(s). IMMEDIATELY wash hands thoroughly with soap and water.

All items mouthed by children should be disinfected.

## General Policy

Renegade leaders have additional (non-required) opportunities to advance the ministry's goals along with their own personal spiritual development.

- **Teaching** – Renegade splits into multiple age groups for Bible teaching. New leaders are encouraged to try their hand at teaching by being a part of the regular rotation. Leaders should expect feedback as they teach as everyone has room to grow as a Bible teacher. Bible teachings at this age should be short, focused on one main idea, and fun. If interested in teaching, contact the Renegade Director.
- **Mentoring** – 4th and 5th grade students get to experience mentoring with a Renegade leader. Mentoring at a young age is basic and primarily focused on relationship building. Mentoring relationships are structured by the Renegade Director and are first discussed with the parent or guardian. If interested in mentoring, contact the Renegade Director.
- **Prayer Meeting** – Every Sunday, the Renegade team meets from 11:30AM-12:00PM at 4th St Café. Ole Hallesby writes, “The work of praying is prerequisite to all other work in the kingdom of God, for the simple reason that it is by prayer that we couple the powers of heaven to our helplessness, the powers which can turn water into wine and remove mountains in our own life and in the lives of others, the powers which can awaken those who sleep in sin and raise up the dead, the powers which can capture strongholds and make the impossible possible.” Attending and contributing to the prayer meeting will bring additional spiritual power to our ministry.