

Day Off Activities!

Some Groups like to take a 1/2 day to a full day off to do something local that is fun and/or relaxing. Available local activities may include:

On Grounds: Hiking, fishing, cooking out, playing outdoor games, etc . . .

Perry Lake: Local, 20 min. 1/2 or Full Day activity. Swimming, hiking, etc . . .

Lawrence Swimming Pool: Local. 20 min. 1/2 or Full Day activity.

Shopping: Topeka Mall, 30 min., Kansas City and vicinity, at least 1 hr.

Worlds of Fun and/or Oceans of Fun: Kansas City. 1 1/2 hrs. Full Day activity.

You may, of course, come up with other options for your group! These are just a starting point to think about. Have Fun! Stay Safe!

ACCH

In HIS Hands



Volunteer Handbook

CODE OF CONDUCT

While on ACCH's property or on an ACCH excursion, the following items are banned: Weapons (guns, knives, etc), illegal drugs, alcohol, tobacco products, non-Christian music, and crass or inappropriate movies or T-shirts.

Please be a good example to the children in our care and abstain from inappropriate language & gestures.

"Pairing off" is prohibited between Jr. & Sr. High Youth. We are not a dating service. Please be a Christian example to our youth and stay in groups. Likewise, our children are here for many different reasons. It is **PROHIBITED** for them to date/pair off with volunteer group members. Any violation of this rule is cause to send you home.

We have beautiful grounds available for walks, hikes, etc . . . Please take advantage of this in groups, and do not go off by yourself. We recommend groups of no less than three so that if something were to happen to one person, one can stay with the injured party, and another can go for help.

Team Leader INFO

1. Each Team needs a Team Leader. This is the person responsible for the group, communication between your group and our organization, and for making sure rules are enforced and followed.
2. Each project needs an ADULT Project Leader. If your group is spread out and working on different projects, make sure there is a project leader in place. Project Leaders answer to the Team Leader.
3. Each Volunteer Group needs a COOK! Your team is responsible for appointing someone to be in charge of food & meal clean-up. This person can also have helpers. He/She is in charge of organizing and preparing meals & cleaning up dishes & trash.
4. We strive to have devotions and praise/worship time DAILY. There needs to be a Praise & Worship Leader in charge of making sure there are short devotions (10 -20 minutes) prepared, and have some sort of praise and worship prepared (this doesn't mean he has to sing, but songs are appropriate). The Praise and Worship Leader is in charge, but can ask others to help.
5. Liability Waivers are **NECESSARY** for each member of volunteer groups. Please mail these to me 2 weeks or more before your group is to be on the premises.

Packing List

Needed Items:

Sleeping Bag/Blankets/Sheets
Air Mattress (if desired)
Pillow
Personal Toiletries
Towel & wash cloth
Work & Play clothes
Work shoes or boots
Work Gloves
Sunscreen
Bug Repellent
Water Bottle
Bible

Suggested Items:

Alarm Clock
Flashlight
Sunglasses/Hat
Ear plugs
Games/Toys
Music to play at job site (Christian Only, please!)

(No open toe shoes while working please! Flip Flops & Sandals can be worn any other time, but not on work sites! In most cases tennis shoes are OK!)

Suggested Daily Schedule

7:30 am	Breakfast
8:00 am	Clean Up
8:30 am	Prayer & Devotions
9:00 am	Work Projects
12:00 pm	Lunch/Clean Up
1:00 pm	Work Projects
5:30 pm	Supper/Clean Up
6:30 pm	Free Time
8:00 pm	Praise & Worship
10:00 pm	Quiet Time

(Quiet time applicable if staying in a residence.)

Please be flexible! This daily schedule is for reference only. We may change things depending on circumstances. We will, however, apprise you of any changes! Also, if you desire to change things around depending on your group's schedule, please talk to us! We will be happy to accommodate!



Dress Code



Appropriate work and play clothes are t-shirts, sweat shirts, jeans or appropriate length shorts, etc . . . Dress comfortably!



If you have opportunity to go swimming in town or at the lake, please remember you are representing your Church and also our mission! Wear one-piece appropriate bathing suites, girls.



Pull Them UP!

Lets face it, NO-BODY wants to see THAT!

Let's try drawing people's attention to your Godly personality, NOT to your Posterior end! Leave them at home!



NO Spaghetti straps, belly shirts, short shorts and skin tight clothing!

Tanks with 1 inch shoulder straps are OK. Shorts and skirts that are 2 inches above the knee or longer are OK. If you can raise your hands and not show belly skin you are safe!

For work, wear **OLD CLOTHES!** Dress for the weather! And bring layers if it is going to be cool!



You may dress up for Praise & Worship, but do not feel obligated. Jeans are fine. Girls, if you wear a skirt/dress, make sure it is of appropriate length.



Let's Keep it real! Chains and Dog collars are for pets, not people. Leave them at home!

Muscle shirts, whether name brand or home made, are not appropriate! I suggest you invest in some clothes that actually cover skin.



The Do's

The Don'ts