

CAMP GUIDELINES

The DOs & DO NOTs of MissionLab

DRESS CODE

For both on and off campus

SHORTS: Shorts are fine for most occasions (and more comfortable because of the heat). We encourage participants to wear loose-fitting basketball-style shorts. Excessively short lengths will not be tolerated. *When hands are extended to the back or the front, fingertips must touch fabric.*

SHIRTS: Beware of any offensive or insensitive material printed on t-shirts. You may roll the sleeves up and sleeveless may be worn, but no thin-strapped tank tops or midriffs are allowed. Also, t-shirts may not be split significantly down the sides. No part of undergarments must ever be seen.

SHOES: Closed-toe shoes with closed heels must be worn while on construction sites. Keep your feet protected!

PLEASE NOTE: Some ministry sites have more specific dress guidelines. If you are serving at such a site, please adhere to those guidelines while serving there.

Christian conduct is expected at all times. Threatening or demeaning behavior toward others will not be tolerated. This includes, but is not limited to, fighting, cursing, and harassing and/or making negative comments about others.

Campers should be with chaperones at all times. The students will be under your care for the entirety of their trip to New Orleans. Whether on campus or off, students must be with chaperones. This includes gym and pool time. Also, campers *may not* leave campus without a chaperone from *their* group.

Playground equipment must not be used by anyone 12 years and up. Green space is available, but the playground equipment is off limits.

ML participants must be in their rooms by 10:30pm*, and lights out is at 11pm*. We operate on a working, active campus here at New Orleans Baptist Theological Seminary, so we must be mindful of the people who live, work, and study here. Also, you will need your rest...it's going to be a long week!

**Times are flexible for college groups, but trust us, you'll be tired & will probably want all the sleep you can get!*

Stay on ML-approved paths on campus. We will provide a campus map for you. Please ensure that your group follows the highlighted path on the map, and when moving throughout the campus, **STAY ON THE SIDEWALKS.**

ML participants may not make use of the front quad. The grassy areas from Dement Street to the front of campus are off-limits. The only building accessible to ML participants in that area is the cafeteria.

ML participants must wear their lanyards at all times on campus.

When in the Hardin Student Center, ML participants are only allowed on the first floor. The exception to this rule is during group time (9:15-10:15pm) when students and chaperones are in their group's assigned meeting space.

WE ARE THE HANDS AND FEET OF CHRIST, AND AS SUCH, WE ARE CALLED TO LIVE ABOVE REPROACH.

HOUSING GUIDELINES

No guys are permitted in girls' rooms. No girls are permitted in guys' rooms. **In the case of groups staying in Dodd and Spurgeon Halls, members of the opposite sex are not allowed in the buildings.**

All buildings and dorms are smoke-free. Burning candles, incense, and other flammables are not allowed.

Quiet hours are 11pm-6am.

Campus personnel of the opposite sex may be on the halls at various times of the week (ML staff, housekeeping, campus police, or maintenance). Dress modestly (in accordance with dress code) when walking in the hallways.

THE GROUP LEADER IS FINANCIALLY RESPONSIBLE FOR ANY DAMAGE DONE BY HIS OR HER GROUP.

GYM GUIDELINES

Christian conduct is expected at all times.

ML participants MUST sign in for gym entry. The gym staff will provide a MissionLab sign-in sheet.

Only college students and older are permitted to use the weight/fitness room. If you are a college student, you must present a valid college ID for entry, and must go through an orientation with gym staff.

Only LEADERS and CHAPERONS may check out gym equipment to be used outside of the gym. There is equipment that groups may use in the parks and green space on campus, but the leader/chaperon who checks out the equipment is responsible for its use and return.

GYM DRESS CODE: Shoes and shirts must be worn in Rec Center *at all times.* Non-marking, athletic shoes must be worn on gym court. Wet clothing is not allowed in the building.

Food/drink is allowed in the lobby and offices ONLY.

Running is *not* allowed in game room.

Sitting or standing on any game table is strictly prohibited.

Misuse of equipment is reason for loss of gym privileges and repair expenses will be charged.

If inappropriate behavior is observed or reported to ML staff, a sponsor or group leader will be notified and allowed to handle the situation. In some circumstances, Campus Police may also be notified.

The MissionLab staff reserves the right to send any participant or group home at their own expense for any inappropriate behavior or action.

PACKING LIST

What to bring (and what NOT to bring) along with you

Everyone in your group should bring:

- Linens, towels, pillows, blankets (if you are staying in the dorms)
 - Beds are either standard twin size or full size, depending on placement. The safest bet is to bring full size sheets or just a sleeping bag and a flat sheet
- Toiletries such as toothbrush, soap, deodorant, etc.
- Bible
- Clothing for ministry sites
 - Comfortable clothes that you don't mind getting dirty
 - Long pants/sleeves if your worksite requires that
- Clothing for worship/free time
 - Comfortable, weather-appropriate clothes – New Orleans summers are hot!
 - Casual clothing is fine for worship
 - Swimwear (one-piece suits for females; if wearing a two-piece, it must be covered with a dark shirt; no Speedo-style suits for males)
- Sun protection
- Bug spray
- Refillable water bottle
- Rain jacket or umbrella
- Spending money for snacks, souvenirs, worship band/MLab merchandise, etc.

If you are the **GROUP LEADER**, you should also bring:

- MissionLab release forms (for EVERYONE in your group, including adults)
- Final balance payment
- \$100 key/room/campus property deposit
- Coolers to hold drinks/water for your team while they're at ministry sites
- Any supplies/tools your team will be using at your ministry sites

WHAT YOUR GROUP SHOULD NOT BRING WITH THEM:

- Alcohol
- Illegal substances
- Firearms
- Fireworks
- Dangerous weapons
- Clothing that advertises alcohol, tobacco, or illegal drugs
- Clothing that explicitly or implicitly promotes racism, sexism, hatred of any group or person, or explicitly or implicitly refers to sexual actions or situations
- Skateboards
- Scooters
- Items that may be used for pranks such as shaving cream, silly string, etc. Pranks are not allowed at MissionLab. Your group will be charged for any damages or issues related to cleanup.



FOOD ALLERGY/SPECIAL MEAL REQUEST CARD

This card is NOT required for each participant. This card should only be completed for participants who have special dietary needs. Please note that completing this card does not guarantee that our cafeteria can honor your requests. Because our cafeteria cooks meals in bulk, they may be unable to accommodate meal provisions for those with extremely limiting food allergies or diets. We will notify the participant/participant's parent/guardian if we are unable to honor the request.

GROUP/CHURCH NAME: _____

GROUP/CHURCH LEADER NAME: _____

START DATE OF WEEK ATTENDING: ____/____/____

PARTICIPANT NAME: _____ **AGE:** _____

PARTICIPANT PHONE (only if participant is 18 or older): _____ - _____ - _____

PARENT/GUARDIAN NAME (if participant is under 18): _____

PARENT/GUARDIAN PHONE (if participant is under 18): _____ - _____ - _____

Please provide a specific description of what special food provisions are needed. Also, please list food allergies if applicable:



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Please provide a specific description of what special food provisions are needed. Also, please list food allergies if applicable:

MISSIONLAB RELEASE FORM



A completed **ORIGINAL** of this document is **REQUIRED FOR ALL PARTICIPANTS** in order to attend.
Notarization & guardian signature are required for all participants under the age of 18.

Church/Group Information

Church/Group Name: _____

Church/Group Leader Name: _____

Participant Information

Participant Name: _____

Date of Birth: ___ / ___ / ___ Age: _____ Grade: _____ Sex: _____ T-Shirt Size: _____ (adult size)

Street Address: _____

City: _____ State: _____ Zip: _____

Emergency Contact/Relationship: _____ Tel: _____

Physician: _____ Tel: _____

Insurance Company: _____

Tel: _____ Policy #: _____

Are there any medical concerns that MissionLab should be aware of? NO YES

If yes, please explain: _____

Release of Liability, Medical Treatment Permission, and Photograph/Video Notice

I, the undersigned, do not hold MissionLab or New Orleans Baptist Theological Seminary liable for any injuries, accidents, or illnesses incurred by me or my child while participating in the MissionLab camp program. This includes, but is not limited to, injuries or illnesses incurred while on campus, while off campus, or during travel. I am fully aware of the risks involved in the activities that I/my child will be participating in and do hereby voluntarily assume full responsibility for any risk of loss, property damage or personal injury, including death, that may result from participation in camp activities. I grant permission for adult chaperones attending with my/my child's group and/or any camp staffer or camp coordinator to obtain necessary medical attention for me/my child in the case of sickness or injury. I do not hold any of the aforementioned parties liable for any adverse results of medical care. I understand that I am responsible for the expenses of my/my child's medical care and that my/my child's insurance is primary. No other insurance is provided.

Furthermore, I understand that as a participant of the MissionLab program, I/my child may be photographed or videotaped during normal camp activities, and I give my permission for MissionLab or any of its agencies to use pictures, videos, or audio obtained during the mission experience in promotional or other materials as deemed necessary. I acknowledge that I have completely read and understand this document and all its terms and all matters referred to herein, and I am signing voluntarily as my free act and deed. I understand that by signing this document I am releasing and forever discharging MissionLab, New Orleans Baptist Theological Seminary, and their employees and constituents from any and all claims, costs, demands, actions or causes of action, past, present, or future arising out of any damage or injury in connection with my or my child's participation in this camp.

Guardian Signature: _____ Print Full Name: _____ Date: _____

Participant's Signature (only if 18 years of age or older): _____ Date: _____

Check here if you would NOT like to receive promotional materials concerning the Providence Fund:

***** Notarization & guardian signature required if participant is under 18 years of age *****

Be it known, that on this _____ day of the month of _____, 20_____, before me, the undersigned authority, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the foregoing document and who signed said document before me, and who acknowledged in my presence that he/she/they signed the above and foregoing document as his/her/their own free act and deed and for the uses and purposes therein set forth and apparent.

I certify under PENALTY OF PERJURY under the laws of the state that the foregoing paragraph is true and correct. WITNESS my hand and official seal.

Notary Public