

**Session Policy Regarding
All students or organizations with those 18 or under
leaving the Building
Nov. 2003**

Parents expect their children to be in their classrooms during Sunday School. Parents also must be informed of all activities of any youth outside of the Church building. Due to insurance concerns, our responsibilities, and the orderly function of the church program, Sunday School Classes, and all other groups involving anyone the age of 18 and under, are not to leave the building without approval.

Approval requires:

- X A written notification given to staff 3 weeks prior to the trip.
- X Approval by Session, Christian Nurture committee or staff member designated by session
- X Written permission slips from each parent turned in a week prior to event.
- X Arrangements made for those not permitted to go on the trip, visitors, or latecomers.
- X A letter sent to each parent explaining the trip in detail