

## INFORMATION AND GUIDELINES FOR WORSHIPLUDE PARTICIPANTS

Greetings on behalf of Youth and Young Adults in Ottawa Presbytery! We're delighted that already people are eagerly asking questions about our upcoming Worshiplude weekend. Below you will find answers to many of your questions. Should you have further questions or suggestions, please feel free to contact me. We look forward to a wonderful weekend as together we enjoy Winterlude and our own United Church component, Worshiplude. The Winterlude/Worshiplude weekend is February 5<sup>th</sup> to 7<sup>th</sup>, with our big, Worship celebration at **Parkdale United Church...429 Parkdale Avenue., Ottawa (note the change of venue!!)** on Saturday night, February 6<sup>th</sup>, at 7pm, beginning with supper at 5:30p.m.. There is a large parking lot down the driveway to the north of the church building and off Parkdale Avenue. There is room there for buses, as well as individual vehicles. Also, Parkdale is easily accessible by public transit. Let's make this weekend a wonderful experience for everyone as together we worship, have fun and make new friends.

\*At any time that weekend, day or night, the Ottawa Presbytery YAYA minister, Rev. Hilary Merritt, will be available for emergencies at 613-790-6786 (cell) or 613-446-2575 (home). [hmerritt@uccanottawa.org](mailto:hmerritt@uccanottawa.org)

**THIS DOCUMENT CONTAINS INFORMATION FOR BOTH HOSTING AND VISITING GROUPS. PLEASE BE SURE TO READ RIGHT TO THE END! ☺**

Our 2016 WORSHIPLUDE theme is "BUILDING BRIDGES OF UNDERSTANDING"

### INFORMATION / GUIDELINES FOR VISITING GROUPS

\***All** groups are asked to register ahead of time, in order to allow adequate planning for this event. **PLEASE DO THIS, EVEN IF YOU'RE MAKING YOUR OWN ARRANGEMENTS WITH A CONGREGATION TO HOST YOUR GROUP!!!**

\*Everyone will participate fully in the Worshiplude Worship Celebration. Leaders will strongly encourage participants under their supervision to remain in the sanctuary throughout worship. People entering and exiting during worship distracts from the experience of worship.

\***United Church duty of care guidelines MUST be complied with, including but not limited to recent police checks for anyone 18 years or over accompanying the groups.**

\*Visiting groups **MUST** ensure that adequate insurance coverage is in place for this activity.

\*Please discuss expectations regarding responsible behaviour and Duty of Care with your group ahead of travelling.

\*Group leaders will have on their person at all times health card numbers, health information and emergency contact information (i.e. parents/guardians or other emergency contacts) for all their participants, as well as permission forms **and liability waivers** for decisions regarding emergent care of participants.

\*Group leaders will provide the registrar (Rev. Hilary Merritt) and each of their participants with a cell phone number at which they (the group leader) or a designated alternate can be reached at any time, day or night, in case of an emergency. The group leaders will, in turn, keep with them a list of cell phone numbers of their participants, whenever possible.

\*Visiting groups will bring their own bedding, toiletries, etc. unless other arrangements are made with the hosting group.

\*Visiting groups will be responsible for their own transportation to and within Ottawa, recognizing that the hosting congregation may be able to help with this.

\*Visiting groups are responsible for all their own meals, unless otherwise arranged with their host congregation. **It is NOT an expectation that the host congregations provide meals.** Groups have the option of participating in the supper ahead of the Worship celebration on Saturday night, but must give advance notice of this in order to be prepared. Gluten free and vegetarian options will be available if advance notice is given, but in the interest of safety for the individuals concerned, other dietary needs cannot be met. Individuals with other allergies or dietary preferences are encouraged to look after their own meals.

### INFORMATION / GUIDELINES FOR HOSTING CONGREGATIONS

\***All** groups are to register ahead of time, in order to allow adequate planning. **PLEASE DO THIS, EVEN IF YOU'RE MAKING YOUR OWN ARRANGEMENTS WITH A VISITING GROUP TO HOST YOUR GROUP!!!**

\*When there are youth from a host congregation involved in the hosting, when at all possible they will participate fully in the Worshiplude Worship celebration.

\*United Church duty of care guidelines **MUST** be complied with, including but not limited to recent police checks for adults who may be in supervisory positions with their own or visiting groups.

\* Hosting groups **MUST** ensure that adequate insurance for use of their facilities is in place.

\*Please discuss expectations regarding responsible behaviour and Duty of Care with your group ahead of the arrival of the visiting group.

\*Group leaders will have on their person at all times emergency contact information for all their participants.(ie. parents/guardians or other emergency contacts)

\*Group leaders will provide the registrar (Hilary Merritt) and each of their participants with a cell phone number at which they (the group leader) or a designated alternate can be reached at any time, day or night, in case of an emergency. The group leaders will, in turn, keep with them a list of cell phone numbers of their participants, whenever possible.

\*When possible, hosting groups will make the visiting groups feel welcomed and comfortable by organizing ice-breaker games and assisting with information about transportation within the city as well as Winterlude activities. (suggestion: pick up maps from the tourism office for your visitors)

\*It is **NOT** an expectation of hosting groups that meals will be provided for the group they're hosting. However, should a hosting group wish to provide any meals, please arrange that directly with the visiting group. This would, no doubt, be greatly appreciated.

### **INFORMATION / GUIDELINES FOR EVERYONE**

\*The Ottawa Presbytery YAYA committee will coordinate matching of visiting groups with host groups. Any arrangements made between two groups themselves are welcome, **but for safety reasons the YAYA minister MUST BE INFORMED and proper registration forms must be completed!**

\*Group leaders will discuss together expectations of acceptable behaviour while on the premises of the hosting church, and these will in turn be communicated with all participants.

\*Both hosting and visiting groups will be in communication with each other in order to keep each other apprised of plans.

\*Both groups will discuss together plans for participation in Winterlude and/or other activities. Although it is not necessary for both groups to participate together, the weekend experience will be that much richer if this does happen! Google the Winterlude website for more information about activities

\*Meals are the responsibility of participants/visiting groups, except for the meal before the Worshiplude Worship Celebration. Arrangements and costs for other meals should be negotiated between the two groups.

\*For those gathering for supper prior to the Worship Celebration, hosting and visiting group leaders will collect \$10. from each of his/her participants, which will in turn be submitted to the registrar or designated person on Saturday evening, to cover the cost of Saturday supper and refreshments. **LEADERS (VISITING AND HOST) MUST INDICATE AHEAD OF THE WEEKEND HOW MANY PEOPLE FROM THEIR GROUP WILL BE GATHERING FOR SUPPER.** Last minute changes in supper plans cannot be accommodated as large pizza orders must be sent in ahead of time. **NOTE:** Gluten-free and vegetarian options will be provided, when requested ahead of time, but for safety reasons we cannot accommodate every possible allergy. **It is safer for individuals with severe allergies to make their own arrangements for meals.** Any leftover money will go towards expenses related to the worship celebration.

\*An offering will be taken at the Worship celebration, which will go towards covering expenses associated with the worship celebration. Any remaining monies will be donated to a charity/charities to be determined by the Ottawa Presbytery YAYA committee.