

# VICTORY LIFE KIDS

## INTERN BEHAVIOR POLICY

### WHY

The success of the internship relies heavily on coaching from the teachers and a firm grip on the program standards. As we have witnessed several times in the past, when standards are allowed to slip the interns go from being a huge asset in the classroom to being a huge headache. That's not good for the teacher, the class or the interns.

### WHAT

The Intern rules are pretty simple:

1. Be a good example for the other kids.
2. Obey your leaders
3. Serve with a servant's heart
4. Participate in all class activities

It is also important to note that as an Intern the student is *still a member of the class*. They are not given any special treatment, nor are they exempt from any normal classroom rules. They can't be doing anything that any other student would be reprimanded for i.e. walking around during the lesson, standing at the back of the room, leaving class, talking when the teacher is, etc. Keeping this in mind, let me break the rules down a little.

1. **Be a good example to the other kids.** This means that at any given point in class your interns should be doing exactly what you would like EVERY kid in class to be doing. You should be able to point this out to the class when needed: "Can everyone see how quiet the interns are? that's what we should all be doing!" This good example will set the culture and tone of your classroom. The opposite is true as well. If your Interns behavioral standards are allowed to slip their bad example will also set the culture and tone of your class. Yikes! Let's not do that!
2. **Obey your leaders.** This is pretty simple. If you tell an intern to do something, they are to do it without complaint. If you tell them to move away from their friend and go sit by the lonely new kids, we expect them to do this. If you tell the interns to pick up the popcorn off the floor during a party while everyone else is starting a game, we expect them to do so without complaint.

3. **Serve with a servant's heart.** Interns are all about serving. When selfishness begins to creep in it must be identified and addressed. A servant's heart does not protest "that's not fair", or "that's my seat!" or "Why should I pick up the trash, I didn't make the mess."
4. **Participate in all class activities.** As I said earlier, the interns are a huge part of the culture and tone of your class. If during worship all of the interns are wholeheartedly involved in praise, the whole class will follow. If you ask the class to quieten down and all the interns immediately quiet down, the rest of the room will follow. If they respond to the prompts in the video lesson, the rest of the class will too.

As you can see, a strong intern program can make your children's church super effective and super fun! I have experience both ends of the spectrum, a great intern team and a horrible, rebellious team. The difference is huge! A good team doesn't go bad overnight. It takes place every time you see something happening that shouldn't and let it go. **Remember, culture isn't made up of what you do, its formed by what you allow.**

## **HOW**

The only way to maintain a good team or turn a rebellious team around is to be firm, fair and consistent. **Remember, your system is perfectly designed to get the results you are getting.** If your interns are causing problems, it is because you are allowing this to happen. When an intern breaks the rules, we must react the same way every time. The intern will straighten up or be released from the team. Simple as that. Here are the steps to deal with an Intern who is breaking the rules.

1. If an intern breaks a rule look directly at them and say, "don't do that, that is your only warning".
2. If they do it again, either right away or 40 minutes later, go to them and say "Hand me your tag, your suspended"
3. Put a post-it note on the tag. Write your name and a very brief explanation i.e. "talking" or "bad sport". Put the tag in a prearranged space designated by your local Intern Director.
4. Fill out an Intern Behavior Notification Form. This is a very short form requiring you to write the Interns name, today's day, and check 1 box next to the rule they broke. Very simple. Give this form to the Interns parent when they pick them up.
5. Your Intern Director will contact you and ask what happened (unless you see them after service and fill them in). They will then make a determination as to

how long (if ever) it will be before the Intern can have their badge back and rejoin the Internship. This decision is at the Directors discretion however the usual process is:

- 1<sup>st</sup> offense = 2 weeks suspension from the program.
- 2<sup>nd</sup> offense = Permanent or conditional suspension\* from the Internship.

\*Conditional suspension is where you tell the suspended intern that you will be watching over the next 2 months (or whatever time chosen). If the suspended interns behavior improves then they may be allowed back in.

If these steps are followed your internship will be the best thing that's ever happened to your class. It will be a blast for the kids and the teachers will love teaching the class. If you try to soften this and give the interns multiple chances, repeating yourself to them over and over, convincing yourself that you're showing mercy, the most likely outcome is an internship that creates far more problems than it solves.

Remember Proverbs 13:24 If you refuse to discipline your children you hate them but the one who loves their children is careful to discipline them.

If you have any questions regarding this policy or process, please email [kids@victorylifechurch.com](mailto:kids@victorylifechurch.com)

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