Section I | Keystone Mission, Vision, and Values

Part One: Keystone Mission

Part Two: Keystone Vision

Part Three: Keystone Values

Rev Room Theaters

Part One: Keystone Mission

Jesus said, "...Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the days." (Matthew 28:19-20, NLT)

Part Two: Keystone Vision

Leading everyone to experience a passionate life in Christ!

Part Three: Keystone Values

Keystone's seven values describe WHO WE ARE and WHO WE STRIVE TO BE as a church. As we carry out the great mission and vision God has called us to, together we must create a culture that reflects the values God has made clear. With every touch, every conversation, every act of service, every move we make, we commit to carry out this great vision and these values as we love God and love others at Keystone Church.

I. Jesus Changes Lives

Life change begins in a relationship with Jesus. We love seeing lives changed so much you might say we are addicted to life change! We are passionate! As a result, we steadfastly commit to help people encounter God, receive the gift of salvation and experience the purpose and freedom Jesus promises for those who put their trust in Him. (John 3:16)

2. The Bible Is our Truth

The Bible is God's voice. In a world full of opinions, we choose to find our truth in God's Word, the Bible. We believe the Bible is the authoritative, supernatural revelation of God Himself and God's gift to guide those who love and seek Him. The Bible reveals God's design for His Creation and shows us the way to live life beyond what we could ask or imagine. (Psalm 119:11)

3. We Sing Loud

Anytime we gather together, God gives us unforgettable experiences as we praise and worship Him. God created worship and praise as an opportunity to connect intimately with Him. We sing loud because of what God has done, what God is doing and what we believe God will do in our lives as we stay close to Him! (Psalm 47:1)

4. We're in This Together

You matter to God. You matter to us. We weren't meant to live this life alone. God created the Church to be a family and we want this place to feel like home. Like any healthy family grows in size, the church was created to grow. As we grow larger our passion is that it's not about our size, it's about our spirit. We're in this together! (John 17)

5. We Always Bring our Best

God calls us to love Him and to love others. One of the ways we love well is to BRING OUR BEST. Jesus brought His BEST for us! We are driven to bring our best for Him and others. As a result, we value hard work, creativity, beautiful spaces, and doing everything we do with EXCELLENCE. (Colossians 3:23, 1 Corinthians 10:31)

6. We Are Serious About Having Fun

God is the creator and author of FUN. We believe God is a blast and the church should be too! We recognize that every good gift comes from God. We seek to enjoy God and His gifts His way as we create FUN environments that point us to the God who loves life! (Song of Songs, James 1:4, Psalm 34:8)

7. Passion Drives Us

Passion is not something that has to be pulled out of us. Rather, passion pours out! As God has loved us, we will love. As God has served us, we will serve. As God has generously given to us, we will generously give. We love God and His Church with PASSION. We embrace the mission from Jesus with PASSION. (Matthew 22:37-40)

Section 2 | Rev Room Theaters Ministry Standards

Part One: General Expectations and Behaviors

Part Two: Age and Background Check Requirements

Part Three: Team Characteristics

Part Four: Team Position Descriptions

We are the Keystone Family. We are people who answer God's call to love God, love people, and serve God's Church. As Jesus served us, we serve others as we lead everyone to experience a passionate life in Christ!

Part One: General Expectations and Behaviors

Serving and Attending the Worship Experience

All Servant Leaders will commit to regularly attending the in-person weekend worship experience at Keystone. For teams that require Servant Leaders to be in position for an entire service, these Servant Leaders serve at a separate service from the one they attend in the Auditorium.

Servant Leader Safety Considerations

While serving, always make an effort to maintain safety for yourself and those who are serving with you. This means avoiding situations where a person's integrity could be called into question. Never enter a closed-door room with a child (who is not your own) without another unrelated adult present, nor a closed-door room with only one other Servant Leader of the opposite gender.

Weekly Communication and Preparation

Being prepared and communicating with our team helps us bring our best as we serve God and others. Each Servant Leader is asked to communicate regularly with their team's leadership via Planning Center Online. Schedule requests will be sent weekly via email and the Planning Center Services app, and will include any applicable arrival times. Within the Planning Center Services app, weekly lesson documents will also be available to download and review. Please promptly respond to the schedule requests (by choosing Accept or Decline) when they are sent each week.

Dress Code

Each Servant Leader will receive a Keystone Kids lanyard that should be worn at all times in the kids area of the campus. (In certain positions, a different type of identification may be used.) A modest dress code is required. A helpful question to ask oneself is, "Can I bend over and sit on the floor without revealing anything?"

Arrival and Departure

The arrival time for Servant Leaders is normally 45 minutes before the service start time, or immediately after the service they attend. This time may vary based on the type of service or position. Specific arrival times will be listed in Planning Center.

All Servant Leaders should immediately check in with their team's leadership when they arrive and will be dismissed by their team's leadership at the end of the service. Below is a sample timeline of what your experience may look like during a normal service while serving on this team.

| 45 minutes prior to service | Servant Leader arrival; check in and drop off kids ages birth to 6th grade if needed. | | |
|------------------------------------|--|--|--|
| 30 minutes prior to service | Join the Team Huddle led by Staff or Rev Room Leadership. | | |
| 25 minutes prior to service | Servant Leaders are in place. Doors are open and Servant Leaders interact with kids through free play. | | |
| 15 minutes prior to service | Early small group time begins. Groups are meeting throughout the Rev Room. | | |
| Service begins | | | |
| 5 minutes after service begins | Large Group programming begins. All kids are led to follow their Small Group Leaders into the Rev Room Theaters. | | |
| 15 minutes after service begins | Doors into the secure kids areas are closed. | | |
| 60 minutes after service begins | Kids area doors are opened, and the Rev Room areas prepare for pick up. | | |
| End of service | Servant Leaders facilitate pick up for all kids in the room, and will be dismissed by the Room Leader. | | |

Cell Phone Usage

Cell phones are to be used for assigned ministry use only. Under no circumstances should photos of children be taken or posted on social media. Please keep your cell phone hidden while you are in position and serving on behalf of the team.

Transferring or Stepping Down

Keystone Kids asks for a two-weekend notice from Servant Leaders who are planning to step down or transfer to another serving team. If you are interested in serving with a different ministry area, Keystone Kids Staff will help make this process as smooth as possible by connecting with the leadership of that ministry to get the process started.

Part Two: Age and Background Check Requirements

Servant Leaders in the Rev Room Theaters must be in 7th grade or older to serve with kids in grades 1 through 3, and must be in 9th grade or older to serve with kids in grades 4 through 6. Background Checks are required for all adult Servant Leaders in the Keystone Kids ministry.

Part Three: Rev Room Theaters Team Characteristics

As Servant Leaders, we commit to carry out our church's vision and values through clearly defined standards that are specific to the role each Key Team contributes to the overall experience at Keystone.

There are two theaters in the Rev Room, and these environments are designed for elementary and intermediate aged kids. Theater One is the environment for kids in 1st through 3rd grades. Theater Two is for kids in 4th through 6th grades. Servant Leaders in both theaters embrace the following standards to help us create these experiences.

I. Fun. God is a blast and church should be too!

- Come with a happy heart. Your attitude influences every part of the service. Whether you are leading activities or participating alongside the kids, you are part of creating an enjoyable environment.
- Stay committed to fun. Be creative and intentional.
- No matter what you may be doing, whether you are welcoming a child, engaging with kids in a game, singing with them during worship, listening to or leading the Bible lesson, or connecting with them in a small group, you set the tone to help every aspect of the service be fun!

2. Safe. Create a safe environment that reflects God's love and heart for all children in our care.

- Arrive on time to create a safe environment.
- Follow all drop-off and pick-up procedures as guided by your Room Leader.
- When serving with older kids, have a next level awareness of what is going on in their lives as they are growing closer to Student ministry age.
 - Listen for conversations between children that are not appropriate.
 - Watch for any adult or person who is not a part of your serving team and is behaving in a suspicious manner.

3. Engaging. Demonstrate a warm, positive, and fun attitude as you actively engage with kids during the service.

- Be relational with the children in your small group.
- When meeting a child for the first time, smile and let the child introduce himself or herself to you (even if you can see his or her name on their tag). Introduce yourself by name and bend down to talk at their eye level.
- · Ask the child about his or her hobbies and interests.
- Help connect children to each other. Be aware of a disconnected child standing alone. Connect kids in a group together!
 - Ice-breaker questions: "What's the funniest thing you saw this week?"
 - Common interests: "What are some things you like to do? What school do you go to? What shows do you like?"
 - Connect the child with someone new.
- Engage with parents in a friendly manner.
- When serving with older kids, help and lead kids through preteen life issues such as friendship, peer pressure and self worth using truths from the Bible.
- Attend Keystone events offered specifically for elementary kids outside of the normal service times. This extends your influence and gives you a voice into their lives in a fun and different environment!

4. Teach. We share God's truth through fun, friendly, and creative teachings designed for each phase of a child's life.

- Pray, and ask God to prepare your heart and those you are going to lead.
- Be prepared on arrival. Read the curriculum before service.
- Teaching in these experiences is gospel centered, always designed to point kids to Jesus Christ and share how they can follow Him.
- Encourage the kids to participate as much as possible during the service. Help them to be engaged in the lesson, in small groups and in worship.
- Lead with a happy and positive attitude. Smile, and keep an upbeat and energetic posture.
- Be willing to receive feedback and be open to change. Maintain a teachable spirit.

5. Worship. We worship Jesus with an authentic heart.

- Demonstrate participation in worship by singing, clapping, dancing, lifting your hands and following the leaders on stage.
- Your posture matters. Be energetic and joyful.
- Encourage and teach children how to worship by leading out from the audience, not just from the stage.
- We communicate what we believe through expression. We faith it instead of faking it. Even when life feels difficult, we lead out from a heart that is committed to God's word and His plan for us.

6. On Mission. Help children encounter God and experience the freedom Jesus promises for those who put their trust in Him.

- Every time you serve, you are on mission to help children encounter Jesus.
- Be ready to share your story of life change in an age appropriate way.
- Engage in faith leading conversations. Relate the lesson content to Jesus in our lives. Ask kids what they think about Jesus.
 - "Why do you think God asks us to be (i.e., honest, compassionate, generous, etc.)?"
 - "What do you think about Jesus? Have you ever asked Him to be part of your life?"
 - Invite children to attend a Kid Faith class.
- Motivate kids to apply what they experienced. Give them a next step.
 - "This week, think about this verse when you are feeling (i.e., frustrated, scared, excited, etc.)."
 - Pray together as a group. Remind them they can pray to God during their week.

Part Four: Rev Room Theaters Position Descriptions

Room Leader

Room Leaders have a passion to lead Servant Leaders as the team creates an environment where kids can be impacted by Christ. They will cast vision of expectations for the experience and will offer support to all Servant Leaders on the team during the experience. They arrive early to meet their team, and to make sure things are ready for the start of the pre-service experience. They also encourage, pray for, and connect with their teams regularly outside of the serving experiences.

Small Group Leader

Small Group Leaders will lead a specific group of kids, and are the primary point of relationship and connection for kids in their group. During small group times, these leaders use the provided activities to help kids apply the lesson to their lives. During large group, Small Group Leaders sit with kids in their group and participate with them.

Room Host

Room Hosts are in place to keep an eye on the big picture of the experience in the theater. Before service, they are in place to meet kids at drop off and help make sure they get to their small group. During service, they stay near the back of the room to watch for kids who arrive late, kids who need to be picked up early, and kids who need assistance or redirection.

Below are other positions in this environment. These positions may be scheduled and led differently than those above.

Large Group Host

The Large Group Host is responsible for teaching biblical content to all of the kids in the experience. He or she should be creative, high energy, and fun, while intentionally looking for opportunities to teach kids how they can have a relationship with Jesus.

Worship Leader

The Worship Leader will lead worship during the large group time of the experience. This could mean singing, playing an instrument, or both. He or she should be high energy and fun as they lead worship.

Production

The Production Servant Leader will operate all of the technology in the room during large group and small group times.

Section 3 | Rev Room Theater Procedures

Part One: Arrival Procedures

Part Two: in-Service Procedures

Part Three: Other Procedures

Part One: Arrival Procedures

Servant Leader Check-in

All Servant Leaders serving on a Keystone Kids team must be wearing a name tag before they may enter the secure kids areas. Servant Leaders should check-in at a Kids Check-In station. A name tag will print, and should be worn visibly at all times.

Immediately upon arrival into the Rev Room area, all Servant Leaders should connect with their Room Leader, and then put on their Servant Leader lanyard and prepare for kids to arrive.

Drop Off Procedures

Parents must check in their child at the Kids Check-In area. They will receive a child name tag sticker at check-in, which should be placed on the child. Parents will also receive a parent pick up tag at check-in. Parents may walk their child to the appropriate Rev Room Theater, where they will be greeted by a Servant Leader who will lead the child into the room. Parents will not enter the room with the child.

Parents may (if they choose) also allow their child to enter the Rev Room on their own if the child is wearing his or her name tag sticker. Servant Leaders in the Rev Room will be in place to lead these kids to the appropriate area if needed.

Part Two: in-Service Procedures

Normal Service Flow Overview

While every service is unique and full of new experiences, the weekly service flow in this space is structured to provide consistent opportunities for Servant Leaders to help lead kids to experience a passionate life in Christ. This team is made up of many different Servant Leader positions that work together to create experiences for kids that are consistently fun, safe and creative!

A normal service may follow a similar sequence as listed below.

- Drop off and early small group. Servant Leaders meet kids at the Rev Room Theater doors and immediately help connect each kid to his or her Small Group Leader. These leaders will be leading small group activities during this time.
- Large group worship and Bible story. At the scheduled time, all groups will transition to a large group experience. Kids and their Small Group Leaders will sit together, while the Large Group and Worship Leaders lead through these elements in fun and creative ways.
- Small group time. The provided activities written for after the Bible story help kids learn how to apply the biblical truth they learned about during large group time. These activities may include crafts, games, activity pages, and more! Small Group Leaders use this time to build relationships with kids in their groups.
- Pick up. During this critical time of the service, all Servant Leaders work together to facilitate a pick up process that is safe and organized as parents approach the room at the end of service.

When necessary, the Room Leader will delegate each part of the service among those who are serving. All Servant Leaders will be involved in keeping children engaged and participating as much as possible.

Caring for an Emotional Child

Servant Leaders should strive to create a safe environment for all children, no matter how a child is feeling when he or she arrives. Servant Leaders should customize their response to each child in a caring and loving way, taking into account the child's age, emotional state, and background as much as possible.

If a child is crying, appears sad, or is suddenly disengaged:

- Get on the child's level, call them by name, and introduce yourself.
- Ask the child how they are feeling, but do not push them to share if they are not comfortable.
- Show the child the different opportunities for fun in the room and tell them about all of the activities that they will get to do during the service.
- Let the child know that you are there for them if they need or want to share anything.

- If the child is sitting by themselves, introduce them to another child or student Servant Leader who can help include them in the room activities.
- If a child is inconsolable, contact leadership.

If a child is acting out in anger:

- Get on the child's level, call them by name, and introduce yourself.
- Keep the child, other children, and all Servant Leaders as safe as possible. If safety becomes an issue, contact leadership.
- Speak in calm tones and avoid accusatory language (i.e., "You are behaving badly").
- Try to find out what is provoking the child to anger and help them to find an appropriate solution. Try to understand what the child is experiencing before providing any correction.
- Help the child understand that feeling angry is okay.
- If the child is angry with another child or Servant Leader, try to mediate the situation. If the situation escalates, contact your leadership.

Correction Do's and don'ts

Keystone Kids sets healthy boundaries for children within the room environment through gentle, non-shaming procedures and parent/guardian partnership. Any additional correction outside of these guidelines is left as the responsibility of the parent/guardian of the child. If the child is unwilling to cooperate within the Keystone Kids boundaries of behavior, radio for a Team Leader or Service Coordinator to discuss the most appropriate way to communicate with the parent.

| DO | DON'T | |
|---|---|--|
| Utilize "Cool Off Time." Offer the child a space so they can remove themselves from their frustration for a short period. It shows care instead of anger. | Put a child in "time out." This can be a shaming form of correction for a child if you don't know their background. | |
| Ask them questions. This helps you gain understanding of a difficult situation. Examples: Can you tell me what happened? (lower preschool) How was he/she being unfair? (upper preschool) What makes you think that? (lower elementary) What are some ways we can fix this? (upper elementary) | Assume/Accuse. You cannot assume you know the reason a child is doing something. Additionally, accusing a child of having a motive they didn't have can be very threatening to them. Avoid asking, "Why did you?" It can come across as accusatory. | |
| Affirm their hurt. Let them know that you understand they are upset, and help them work through it. | Ignore their feelings. It is not wrong for a child to feel angry, but we can help them develop the skill of self-control. | |
| Offer a replacement for the behavior. Examples: "We can't bite our friends, God gave us teeth for eating, smiling etc." "Let's jog in place at our seats instead of running around the room!" "Instead of hitting your friend, how about we tell an adult next time your friend says something unkind?" | Say, "Don't do that." Kids get tired of hearing it and will begin to tune you out. | |

| DO | DON'T | |
|---|---|--|
| Think, observe, and then react. Think about why they may be acting this way. Is something about the environment upsetting? Is another child provoking poor behavior? Do they need attention? Assessing this beforehand can help guide you to have the correct reaction. | React without thinking. You may inadvertently chastise the child for something that was provoked by another child, or for behavior that is actually a physical or emotional cry for help. | |
| Ask for help. Sometimes children react better to a different face/voice. Don't be afraid to have someone else try and work with the child if they are not | Force a child to respond to you. This will often cause them to shut down further. | |
| Communicate with parents | Let the problem build until it's non- | |
| Praise good behavior. Many children just want attention. If you give good behavior more attention than bad | Focus on the negative. It will just encourage that behavior. | |

Small Groups Meeting in the Rev Room Area

At the start and near the end of service, elementary programming may include Small Group time. Certain groups (at the direction of Staff and the Room Leader in each theater) will break off into areas within the Rev Room for these times. Utility carts with supplies are available inside each theater for each Small Group Leader.

During drop off, at least two Servant Leaders (Room Host, Large Group Host or Room Leader) must always be present at the Rev Room Theater entrances. Most parents and kids will come to these doors to drop off their child, even if groups are meeting throughout the Rev Room area. The Servant Leaders who are stationed at the entrances to the theaters should have a thorough understanding of where each grade's small group is meeting. Small Group Leaders should be ready to welcome any kid who arrives to the group during this time. At the appropriate time, the Rev Room Service Coordinator will announce when it is time for the Small Group Leaders to bring their group back to the theaters for the start of Large Group time.

Near the end of service, all small groups will go back to the same location for a second small group time. Similarly to the beginning of service, the Rev Room Service Coordinator will announce when it is time for the Small Group Leaders to bring their group back to the theater. All groups should be back in their theater when parents begin arriving for pick up.

Kid Faith

Kid Faith is a regularly scheduled class offered for families whose child is interested in being baptized or making the decision to become a Christ follower. During services, Servant Leaders have the opportunity to care for these children and encourage them to attend Kid Faith with their families.

If you are approached by a parent or a child who is interested in attending a Kid Faith class or being baptized, document this information and communicate with the Room Leader, Service Coordinator or Staff. These families will be added to an administrative workflow and regularly invited to attend an upcoming class.

Restroom Procedures

In the Rev Room area of the campus, the primary restrooms available for kids are multi-stall. If a child needs to use the restroom during service, he or she must ask a Small Group Leader for permission. The Small Group Leader (or another Servant Leader in the theater) should escort the child to the restroom area in the Rev Room. If there is a Rev Room Host in this area, the Small Group Leader may go back to the theater.

A Rev Room Host must stay in the restroom area at all times, but should not usually enter the restroom. While kids are using the restrooms during service, the doors should be propped open. No more than three kids of the same gender should enter the restroom at the same time.

If an adult presence is needed inside the restroom, the Rev Room Host in the area must ask for assistance from another Servant Leader nearby before entering. Only adult female Servant Leaders are permitted to assist inside the girls restrooms. If assistance is needed in the boys restroom, an adult female should stand in the doorway (so that they are able to see inside) and an adult male should enter to assist.

Kids Restroom Area Supervision

At all times when children are present, the kids restroom area must have adult supervision. The team primarily responsible for this is the Rev Room Host team. One or more Servant Leaders from this team should stay in this area to supervise. When kids are finished using the restroom, the Rev Room Host should encourage them to go back to their theater or small group area.

Pick Up Procedures

Ten minutes before the end of service, the doors into the secure kids area will be opened and parents may enter to pick up their child. Rev Room Leadership will be in this area to remind parents to have their parent pick up tag ready to show. Stanchions will be placed in a dividing line in the doorway of the theater where their child is located.

A Servant Leader from inside the theater will greet the parents at the door, where they will ask the child's name and announce it on the microphone. The parents will continue to the end of the stanchion inside the theater, where an adult Servant Leader will be standing to check that the parent pick up tag matches the child's tag. All Servant Leaders should prevent any child from exiting the room without a parent with their matching tag. Servant Leaders should not keep either the parent pick up tag or the child's name tag.

If a Servant Leader sees any child without a name tag during service, they should reprint via the printer in the Rev Room and give it to the child as soon as possible.

Part Three: Other Procedures

Seeking Help

In the event the Servant Leaders in a classroom or Rev Room Theater need assistance with minor child behavior situations, they should alert the Room Leader. If further assistance is needed, the Room Leader should use the in-room radio to contact a Service Coordinator.

If a child is displaying any type of aggressive behavior, or if the situation involves bodily fluid, contact a Service Coordinator or Staff immediately via the in-room radio.

Lost Parent Pick Up Tag

If a Servant Leader becomes aware of a parent who does not have the pick up tag for their child, they will kindly direct the parent to the mobile Kids Check-In station inside the Rev Room. The parent will not be able to leave the theater with the child, even if the Servant Leader knows the family.

A Kids Check-In team Servant Leader will assist the parent through the lost tag process. The parent will fill out a "Lost Parent Pick Up Tag Verification" form which they will bring back to the theater in order to pick up their child. The theater Servant Leader should put the child's tag on the back of the form, and then allow the child to leave with the parent. The Room Leader will collect all of the forms at the end of service and turn them in at the Kids Check-In desk.

Kids Attending Funatics

Funatics is a special experience for kids of Servant Leaders who are at church for more than one service on the weekend. It is a unique and creative environment intended to keep the experience fresh and enjoyable for kids attending multiple services.

In most cases, elementary aged kids who are on campus for multiple services will attend Funatics during their first service on campus. Children must be checked in to Funatics during the check-in process and it must be correctly indicated on their tag. After the first service, elementary kids will be escorted from the Funatics classroom to their age appropriate kids theater for their second service on campus. The Funatics Room Leader will facilitate this process to make sure it is done safely. This move should happen 20 minutes prior to the second service. At least two Servant Leaders should lead the children from the Funatics classroom to the appropriate kids theaters.

Transferring Stu Crew From Rev Room to Preschool Areas

Kids in 4th, 5th, and 6th grades who have been invited to be part of the Stu Crew are able to serve in select Preschool classrooms. During normal weekend services, these kids will attend their experience during the first service and serve during the second service. No kids are permitted to leave the Rev Room without a parent or without being accompanied by Servant Leaders, including those who are part of the Stu Crew.

Funatics Servant Leaders are primarily responsible for facilitating this transfer. After the first service, the Funatics team will move the kids attending Funatics to their normal experience for the second service. Then, the Funatics team will gather the kids who are serving as Stu Crew. These names will be printed on a weekly roster from Planning Center, and will include only those kids whose parents confirmed for them to serve. Only kids who have been confirmed to serve by their parent in Planning Center will be listed on this weekly roster, and only these kids are permitted to be moved.

After the Stu Crew has been gathered, the Funatics Room Leader and at least one additional Servant Leader will walk the group to the Preschool Lobby. From there, a Preschool Team Leader or Service Coordinator will check in each kid, will confirm which classroom each kid is serving in, and allow them to make their way to the classroom. After the service each Stu Crew kid will be dismissed by their Room Leader. Stu Crew kids do not need to be escorted back to the Rev Room following service.

Kids Restrooms Before and After Service

In the Rev Room area of the campus before and after services, the kids restroom is available for kids who have a parent with them. If the child has already been dropped off in a classroom or theater, or if they have not yet been picked up after service, Servant Leaders should not allow kids to leave the room to go to the restroom until the next service begins or a parent is present.

Parents are never permitted to enter restrooms designated as "Kids Only." Before and after services, Rev Room Hosts should remain in sight of these restrooms to ensure adults do not enter.

Children Not To Be Photographed

If a child enters the classroom with a colored sticker on their name tag, this means their parent has asked for their child not to be photographed. Please help protect this child's privacy by alerting any Photography or Social Media Servant Leaders who enter during service to capture photos or videos.