

Serenity Prayer

God, Grant me the Serenity
to accept the things I cannot change,
courage to change the things I can,
and Wisdom to know the difference.

ARKANSAS AREA 02 ALATEEN GUIDELINES

Adopted October 1995
Revised – October 1996
Revised – 2005
Revised – February 2016

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Statement of Purpose

To strengthen the worldwide fellowship of Al-Anon and Alateen so that it will continue to serve the diverse needs of our members no matter what their ages, Arkansas Area 02 Al-Anon Family Groups resolves to adopt the following Arkansas Area 02 Alateen Guidelines in order to protect Alateens, Alateen Group Sponsors and Al-Anon Members Involved in Alateen Service (AMIAS) and also follows WSO Alateen Safety Guidelines (G-34).

Al-Anon Members Involved in Alateen Service (AMIAS) Requirements

An AMIAS is an Al-Anon member who is willing to serve in any capacity that supports the Alateen program. An Alateen Group Sponsor is an AMIAS who sponsors a particular Alateen Group. Also, an AMIAS can serve as a backup for Alateen Group Sponsors and/or be willing to assist Alateen Group Sponsors, as needed.

All AMIAS' must complete and have on record with the Area 02 Alateen Coordinator/Process Person:

- Arkansas Area 02 Al-Anon Member Involved in Alateen Service Candidate Profile,
 - World Service Office (WSO) Al-Anon Member Involved in Alateen Service, Form A22.2, and
 - A release requesting a national background check.
1. In order to participate as an AMIAS in Area 02, you must:
 - a. be an Al-Anon member attending regular weekly meetings
 - b. be at least 21 years old
 - c. have been active the past two years in Al-Anon, in addition to any time spent in Alateen
 - d. if transferring from another Area, provide contact information from previous Area Alateen Coordinator to obtain credentials
 - e. complete a new Candidate Profile and national background check every three years
 2. To ensure the safety of Alateens, an AMIAS must:
 - a. complete and pass a national background check and must not have been
 - i. convicted of a felony
 - ii. charged with any type of child abuse
 - iii. charged with any crime of a sexual nature

- b. not engage in any inappropriate behavior (whether consensual or not) with an Alateen member including, but not limited to
 - i. dating an Alateen member
 - ii. overt or covert sexual interaction
 - iii. intimidating or communicating inappropriately with an Alateen member
 - iv. touching an Alateen member inappropriately
 - v. holding or hugging an Alateen member inappropriately
 - c. not be currently exhibiting emotional problems, which could result in harm to Alateen members
 - d. not conduct themselves in a manner contrary to applicable Federal, State and/or Local laws.
- 3. To transport teens under the age of 18 to or from an Alateen or AI-Anon function:
 - a. The AMIAS must have a valid driver's license and appropriate automobile insurance.
 - b. For same day travel within 60 miles
 - i. The AMIAS must have the Arkansas Area 02 Alateen Travel Permission Form signed by a parent or guardian.
 - c. For travel outside of 60 miles or overnight (no mile limit)
 - i. The AMIAS must have the Arkansas Area 02 Alateen Travel Permission Form signed by a parent or guardian; and
 - ii. The AMIAS must have the Arkansas Area 02 Alateen Medical Form signed by a parent or guardian and notarized before departure.
- 4. It is suggested that since District Representatives may attend Alateen meetings in their District without a group conscience of the Alateens, District Representatives must complete this process.
- 5. All data collected regarding the above information will be securely retained by the Area Alateen Coordinator according to Arkansas State law.

Safety and Behavioral Requirements

Alateen Sponsors and AMIAS' should make sure that the Alateens under their supervision abide by these Safety and Behavioral Requirements (Requirements) at all times, always keeping in mind that these Requirements are for the benefit of all members of the Al-Anon Family Groups.

AMIAS' and Alateens should read the Alateen Safety Guidelines, G-34, for additional information related to the safety and behavior of all involved in supporting and participating in Alateen activities.

When attending Recovery Events, Sponsors:

1. Are to register that they are the responsible Al-Anon adult for the Alateen at the Event registration desk. However, Sponsors should retain the signed Arkansas Area 02 Alateen Travel Permission Form for each Alateen.
2. Must agree to be responsible for each Alateen they register and have rules for Alateen behavior which must include the following:
 - a. No illegal drug or alcohol use before, during or after the event
 - b. No weapons of any type including knives or firearms are permitted at meetings
 - c. No inappropriate public displays of affection
 - d. No behavior that is harmful to the Alateens or others will be condoned
 - e. No disruptive behavior which interferes with the primary purpose of the meeting will be condoned
3. Are to read and discuss these Requirements with each Alateen attending to be sure there are no misunderstandings of expectations.
4. Are responsible for his/her Alateen; if the Sponsor is uncomfortable with the anticipated behavior of the Alateen, he/she may decline to Sponsor the Alateen at the Event.
5. Encourage courteous behavior. Courtesy requires that entering and leaving the meeting be kept to a minimum. Giving loving support to each person who shares requires that side conversations be avoided.
6. Who are absent from a meeting are responsible for making sure that an AMIAS attends the meeting with the Alateen.

To ensure the safety of Alateens while participating in Recovery Events, Sponsors:

1. Will arrive early and stay until the Alateens leave the meeting place or are in the company of a parent or guardian.
2. May, by direct agreement with another responsible Al-Anon adult, pass the responsibility for an Alateen to the second adult for a specific situation, such as to go to a store or restaurant. The original Sponsor is responsible for informing the Alateen that the second adult has the authority to enforce these Requirements.
3. Accompany any Alateen who leaves the meeting, event and/or conference.
4. Are to be with any Alateen who is not attending a scheduled meeting during an event or conference, unless the Alateen has specific permission from the Sponsor to be in his/her room due to extenuating circumstances, such as an illness.
5. Are not to publish or distribute the name or personal information of an Alateen outside of the Alateen meeting. Area Information Services (AIS) requests for Alateen information should be routed to the Alateen Group Sponsor.
6. May require additional guidelines or more specific guidelines for the Alateen brought to the meeting, event and/or conference. Guidelines can be agreed upon, such as safety while traveling, smoking, lights-out time, radios, quiet, and where the Alateen may go during free time.
7. Of an Alateen who has failed to live within the Alateen Requirements is to handle the situation respectfully and firmly. When the infraction is serious and involves "personal progress of the greatest number" of Alateens, the Sponsor is to contact the parent/ guardian to arrange for travel home.

The primary responsibility for adherence to these Arkansas Area 02 Alateen Guidelines is with any AMIAS who becomes aware of a deviation from the Guidelines. Any AMIAS who sees an Alateen who is not able to live within the Guidelines is to get the name of the Alateen and the name of his/her Sponsor and report the incident to the Sponsor.

Alateens are to demonstrate the following behaviors at all times when engaged in Alateen activities:

1. Each Alateen member is to take personal responsibility for his/her own behavior, keeping in mind the 12 Steps and 12 Traditions of Alateen, specifically "What I do reflects on my Alateen group, Alateen and Al-Anon as a whole."

2. Each Alateen is to treat Sponsors and other adults with courtesy, respect, and trust, in order to encourage adults to treat all Alateens with courtesy, respect and trust.
3. Possession or use of alcohol, illegal drugs or weapons is strictly forbidden.
4. All Alateens attending Recovery Events will abide by these Requirements and any additional guidelines adopted by the governing bodies of each event.

Alateens attending Recovery Events:

1. Will complete the Arkansas Area 02 Travel Permission Form.
2. Must register with their Alateen Group Sponsor or their parent, or responsible AI-Anon adult who agrees to be responsible for the Alateen during the Event.
3. Wear an Event identification badge visible to others when not in their own room.
4. Are expected to attend all scheduled Alateen or AI-Anon meetings unless they are ill and excused by their Sponsor who has agreed to be responsible for that Alateen (Concept IV – Participation is the key to harmony).
5. Be courteous. Courtesy requires that entering and leaving the meeting while in session be kept to a minimum. Giving loving support to each person who shares requires that side conversations and horseplay be avoided.
6. Are expected to behave in ways that are respectful of all other people at the facility where the Event is held, during and between meetings, which includes other Alateens, AI-Anons, facility staff or other guests.
7. May leave the Event facility only if they have specific permission from their Sponsor and are accompanied by a responsible AI-Anon adult.
8. Are to be in their assigned room no later than one hour after the last scheduled event or midnight, whichever comes later, unless an earlier curfew time is established by the Sponsor.

To ensure the safety of Alateens while participating in Recovery Events:

1. Each Alateen must provide an Arkansas Area 02 Alateen Travel Permission Form signed by their parent or guardian. An Alateen of age 18 or older may sign his/her own Arkansas Area 02 Alateen Travel Permission Form.
2. Be accompanied by an Alateen Group Sponsor, an AMIAS or a parent/legal guardian when asked to speak at any event.
3. No Alateen name or personal information should be published outside of the Alateen meeting. Area Information

Services (AIS) requests for Alateen information should be routed to the Alateen Group Sponsor.

4. An Alateen who is not able to live within these Requirements may be taken home (at parent's expense), after his/her parent has been contacted.
5. If a last minute decision must be made by a Sponsor that is not listed in the above Requirements, Alateens will abide by the decision.

The primary responsibility for adherence to these Requirements is with any Alateen who becomes aware of a deviation.