

**FSY 2020**  
**STAKE REPRESENTATIVES HANDBOOK**



**Birmingham: 3 – 8 August 2020**

**London: 10 – 15 August 2020**

*Venue for BOTH sessions:*

**East Midlands Conference Centre**

University of Nottingham

University Park, Beeston lane, Nottingham NG7 2RJ

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## Stake FSY Representative Job Description

- Be the FSY Champion in your stake.
- Be aware of FSY policies including financial arrangements, dress & behaviour standards.
- Help leaders, parents and youth to understand FSY and its goals.
- Liaise with administrators on all aspects of FSY registration.
- Respond to questions from ward and stake leaders and parents - liaising with FSY Administrators where needed.
- Work with ward and stake leaders to identify and invite all eligible youth, including those who are on the fringes.
- Encourage youth to invite their friends, including those who are not members of the Church, to FSY.
- Work with ward and stake leaders to promote FSY to youth and their parents through firesides and other activities.
- Weekly review of youth who have registered to monitor progress and identify youth who need to finish their applications or make an application.
- Obtain the best quotations for coach travel to and from FSY and liaise with FSY Administrators over booking and payment etc.
- Schedule coach pick up points and times to arrive at FSY at the allocated time.
- Assist youth with registration process online, as required.
- Keep priesthood leaders informed of progress with registrations and address any “bottlenecks”.
- Teach leaders, parents and youth about FSY dress, grooming and behaviour standards (including through a Standard’s Fireside 2-4 weeks before the event). THERE ARE NO EXCEPTIONS TO FSY STANDARDS.
- Monitor all youth as they board the coach for adherence to dress and appearance standards (Where stake representative is unable to serve as coach chaperone ensure coach chaperone is fully aware of their responsibilities especially ensuring all youth who board the coach adhere to FSY dress & appearance standards).
- Travel on the stake coach with the youth to and from FSY.
- Upon arrival remain with the youth at FSY until the youth are accepted by FSY Staff.

## Preparation

To help with your preparation to serve as a Stake FSY representative, we recommend you read Elder Robbins’ talk ‘Which Way Do You Face?’ <https://www.lds.org/general-conference/2014/10/which-way-do-you-face?lang=eng>

## Registration

Registration begins on 9 February 2020 and initially ends on 26 April 2020. This only means that only youth from invited stakes are guaranteed a place at FSY if they apply during this time.

**Youth can still register after this date** but there is no guarantee they will be given a place and any unused places will be open to applicants from outside the mission. Youth from outside the mission can apply from 9 February but will be kept on a waiting list until 26 April when places will be released on a ‘first come, first served basis’.

All FSY participants must be at least 14 years old by 31<sup>st</sup> December 2020 and must not turn 19 before the first day of the session they will attend. (Please note that 13-year olds who turn 14 in 2020 are eligible to attend FSY. Please ensure that Priesthood leaders are aware of this and have invited all eligible youth.)

While efforts should be made to encourage all youth to attend FSY, there will be some who are not currently ready to benefit from it. Leaders should identify these youth early and work with them to help prepare them to be ready. Youth of any religion may participate in the program if they agree to keep the Church standards and the rules for dress, appearance and behaviour on the FSY website. We encourage all youth to invite their friends who are not members of the Church to come to FSY.

Applications are made through the FSY - <https://www.fsy-europe.org/en>

When a participant initially applies they will need to **create a profile** which includes attaching a photo (which we will use at check in)

After they have created a profile there are there are now 4 stages to an application.

1. **Fill out 100% of the session information.**
2. **Download the form** – this MUST be signed by their parents and their Bishop.
3. **Upload the *signed* form**
4. **Submit** – It will only allow them to do this if they have successfully completed step 1, 2 and 3.

When all of the above four steps have been completed correctly, they turn green and a large green tick appears underneath them.

They will then receive an automated e-mail which states:

*Thank you for registering to attend the [session\_name] FSY session.  
We will check your application and get back to you soon to let you know if you have been allocated a place.  
Regards,  
Nige & Jan  
FSY Administrators*

We (the administrators) will review their application and either confirm their place at FSY or get back to them if further information is needed. When we have confirmed their place, they will receive the following e-mail:

*Thank you for applying to come to the [session\_name] FSY session. We have reviewed your application and we are pleased to confirm that you now have a place at FSY.  
We look forward to seeing you there.  
Thank you,  
Nige & Jan  
FSY Administrators*

Please note that only FSY participants and staff may attend for any part of FSY. We sometimes receive requests from priesthood leaders to attend for a day to see what FSY is about or from youth who cannot attend for the week but wish to visit their friends who are at FSY or to attend one of the dances. **Such visits are not authorised by the Brethren.** *This also applies to parents.*

## Registration status updates

Once registration opens we will send you regular updates for your stake showing the registration status of each applicant. Please use these reports to identify youth you expect to attend who have not yet registered and youth whose application appears to have stalled at a certain stage.

## Recruitment

Some stakes have found it helpful to hold enrolment firesides at stake or ward level. In other stakes, stake FSY reps visit units to speak with the youth and parents on a Sunday or take a few minutes on a youth night. You and your priesthood leaders will know your stake, its geography etc. and what will work best for you. Here are some ideas used in one stake:

- The Stake FSY rep asked the Stake Executive Secretary for a stake list of all eligible youth and wrote a personal letter which had all the FSY details on with a personal invitation. She also wrote to every

Bishop and Branch President to share the information and directed them to the section for them on the website.

- She also emailed all the stake and ward youth leaders to share information and sent each unit the website and registration details. Each unit also received two posters: one of the dress standards and the other with the details and her contact name and number.
- Bishoprics were asked to ensure FSY was announced each week in sacrament meeting and opening exercises for priesthood, Young Women and Relief Society meetings.
- At a stake youth fireside, a youth was invited to briefly talk about their uplifting FSY experience
- After the Sunday session of stake conference all FSY eligible youth and parents were invited to the Family History Centre. The Stake FSY representative went through the registration process and had computers available to complete registration there and then and a camera was available for the required photo. At a further stake youth activity and a stake fireside, youth were also reminded about FSY and laptops/tablets were available for registration.

You can find useful recruitment resources (videos and posters) at:

<https://www.lds.org/youth/fsy/resources?lang=eng&country=co>

## Youth with health conditions/special needs

We want all our youth to experience FSY so if you, leaders, parents or youth themselves have any concerns about this, contact the session administrators to talk through the options available. Our experience is that parents and leaders sometimes do not inform us about health conditions or special needs in case divulging that information leads to us not accepting that youth at FSY. Please be assured that, wherever possible, we try to make arrangements so that all youth have their needs met so that they can have a good experience at FSY. We cannot do this if important information is withheld from us. In fact, if a child with needs/challenges we are not aware of attends FSY, strain can be put on our resources and other youth and leaders can suffer as a result.

### Points to note:

- There has been a misunderstanding in the past of the term we use for the YSA leaders of the youth - they are known as "Counsellors" but they are not the therapist kind. They are caring, temple worthy, dedicated young adults who do an amazing job of looking after 10-12 youth at FSY.
- In some cases, where the condition is very severe or there could be violent/aggressive outbursts for example, we may not be able to offer a place. In most cases however a little extra help is often all that is needed. We have extra YSA Counsellors called especially to be one-to-ones for those who need it. If a child can wash and dress themselves and will be OK overnight and then be joined by the one-to-one at breakfast time, be together for the day's activities and be fine, then we can help with that kind of support. The one-to-one counsellor would usually sleep in the bedroom next door in order to be close at hand.
- There will be four health counsellors at FSY who will be there to respond to health needs but they are not there to provide one-to-one care throughout the week but they can help with medication if necessary.
- Young people who have problems with crowds may not feel comfortable at FSY as there are hundreds of people in the conference centre most of the day. Loud noise can sometimes be a problem too - and there is a lot of noise at dances, games night, variety show etc.

The session administrators can speak to parents about the needs of a youth. If a parent would like to speak to us before having their child register for FSY, please pass on the session administrators' telephone number or email address.

## Asking to be in the same group as a friend

The registration form allows youth to state ONE friend they wish to be in the same group with. We will only put two youth together if:

1. They are of a similar age; and
2. both have put each other down as wanting to be in the same group. If 'Youth A' puts 'Youth B' but 'Youth B' does not put down 'Youth A', they will **not** be put in the same group.

## Finances

The cost of FSY is £TBC including transport. (£TBC paid by the ward and £ TBC by the individual). The cost for non-members is just the individual contribution of £ TBC. Any family sending three or more children will only pay the individual cost for two children but the ward will pay the cost for all. Fees should be paid into ward funds. The cost for youth (whether member or non-member) from outside of the mission is £ TBC. The session administrators will contact these participants to arrange payment via a bank transfer.

When the bishop approves an application form for the young person, as well as confirming compliance with FSY standards, he is confirming that the ward has sufficient funds for the ward contribution.

Stake presidents can authorise a fund-raising activity which ideally should not involve fund raising among members. Funds raised can be used to reduce the contribution paid by families or to reduce the ward contribution as decided by the bishop.

The Area Presidency has stated that fast offering should not be used to assist members in paying the individual fee.

Young Single Adults who serve as FSY counsellors do not have to pay a fee and will have their travel, accommodation and food paid for by FSY.

The Area Office will 'sweep' each unit's FSY fees from their bank account in September 2020. The unit contribution will be swept from the Budget fund and the participant contribution will be swept from the Other fund.

## Transport for FSY

The cost for FSY includes transport from the Stake Centre to the Conference Centre by coach. It is preferred that youth travel and arrive as a group.

Stake Representatives are responsible for organising coach transport. This entails obtaining quotes from three coach companies and making a recommendation to the session Administrators as to which company to use.

**(Please note:** quotations and estimates should be made out in the name of *The Church of Jesus Christ of Latter-day Saints GB*).

The coach company will be paid in full in advance through the Church Finance System. To be set up as a vendor the company will need to supply an invoice and bank details. Stake Reps are responsible for obtaining this information and passing it to the administrators.

The administrators will arrange for the invoice to be paid from FSY funds.

Points to bear in mind:

- August is a busy holiday period so it will be wise to get bookings made well in advance.
- Cheapest is not always best. All transport must be safe and reliable.
- Youth may be travelling for a long time and need to be comfortable and have toilets and air conditioning.
- There needs to be sufficient luggage space.
- The company needs to be aware that this is a Church youth group and the driver's behaviour must reflect this.

- You will need to consider what pick-up points to have bearing in mind your Stake geography and the time taken to travel to pick-up points.
- Chaperones will travel back on the coach after drop-off is finished on the Monday and travel on the coach on the way to pick-up the youth on the Saturday.
- On both Monday and Saturday coaches will be asked to wait on Beeston Lane near the Conference Centre entrance until the Administrators allow them to enter the Conference Centre site to drop-off the youth.
- Lunch will be provided to youth at 1pm on Monday. On Saturday, they will have breakfast only. If they have a long journey home, you may wish to provide refreshments for the journey home – but please note that the cost will be borne by the Stake, not FSY.

The administrators may allocate each stake drop off and pick up times but usually coaches should plan to arrive no earlier than 11.00am and no later than 1.00pm.

Pick-up on the Saturday needs to happen between 9.00 and 11.00am.

Each coach must have a male and female adult chaperone for both journeys - to and from FSY. They are responsible for ensuring all youth meet the dress and appearance standards **before they get on the coach**.

When the coaches arrive, youth should not disembark until their coach has been checked by an administrator. A member of the Seventy will also be on site to resolve any issues with dress and appearance.

**Coaches must not leave the site until all the youth from that coach have been checked into FSY.** Please make sure that the bus company and driver are aware in advance about waiting on Beeston Lane until called, both for pick-up and drop-off, and about waiting until all youth are registered before leaving the site.

## Scriptures

A key part of FSY is scripture study. All youth are asked to bring paper scriptures.

At FSY 2020 youth will be permitted mobiles to study scriptures in any FSY activity requiring scripture study. They are to be asked to only use their mobiles for scripture study in that activity. They are to be asked that if they feel they will be tempted to use them for something else in the activity they should use paper scriptures.

If a young person is found using their mobile for something else they will be asked to put their phone away and use paper scriptures.

Youth who wish to use paper scriptures should not feel any pressure to use their mobiles but this change is to allow youth who use their mobiles for scripture study etc outside of FSY to be able to use them for that purpose at FSY.

We hope that all youth who wish to use their mobiles for scripture study will be able to do this and use their mobiles appropriately.

We would appreciate your help in ensuring all youth are aware of this change and ensuring all youth still have access to paper scriptures.

## FSY standards of dress, appearance and behaviour

**The website has clear guidance on the standards that youth must live at FSY.** These should be shared with all youth, parents, stake/ward/branch priesthood & YW leaders so all are aware of the standards needed to attend FSY. Stakes should hold an **FSY Fireside** with participants, leaders and parents 2-4 weeks before FSY to emphasise the purpose of FSY and standards of dress, appearance and behaviour. This is also a time to answer questions and resolve issues.

**SEE POWERPOINT: FSY 2020 APPEARANCE AND BEHAVIOUR STANDARDS.PPTX**

**[HTTPS://1DRV.MS/P/S!A5EUnIH8Su8\\_Ht8J3OqD6k3YKQBvxA?e=XBJDUL](https://1drv.ms/p/s!A5EUnIH8Su8_Ht8J3OqD6k3YKQBvxA?e=XBJDUL) (ONEDRIVE LINK)**

## Sample Fireside Agenda

### Hymn and invocation

#### What will happen at FSY?

You may wish to show some of the promotional videos that are available at:

<https://www.lds.org/youth/fsy/resources?lang=eng&country=co>

Some of the activities during the FSY week include:

Devotionals, Family Home Evening, group activities, dances, classes taught by specially selected teachers from around the UK, musical programme, variety show, Games Night, Favourite Food Night, testimony meetings.

#### Presentation on standards of dress & appearance

Crucial to the FSY objective of helping our youth come unto Christ is the need to create a climate of revelation. It is for this reason that high standards of dress and behaviour are required.

Standards help us:

- Have the companionship of the Holy Ghost, especially in making important choices.
- Enjoy happiness and freedom rather than enduring consequences of addiction or sin.
- Be worthy of temple blessings and eternal life, which is our ultimate goal.

Discuss the standards that are required using the FSY Standards PowerPoint presentation.

You may also find Q&A on the For the Strength of Youth website helpful <https://www.lds.org/youth/article/q-and-a-new-fsoy?lang=eng>

#### The Big 5 +1

You may be sent home from FSY if involved in any of the Big 5+1

1. Participating in or encouraging immoral behaviour of any kind, including breaking the law of chastity or viewing pornography in any form.
  2. Breaking the word of wisdom, including possessing illegal substances.
  3. Shoplifting, theft or vandalism of any kind.
  4. Possessing weapons or firearms of any kind.
  5. Doing anything harmful to yourself or others, physically or spiritually.
- +1 = Leaving the site without the specific permission of the administrators.

Consider showing the Elder Kearon video 'The Sting of the Scorpion' <https://www.lds.org/youth/video/sting-of-the-scorpion?lang=eng>

#### Getting the best out of FSY

- Testimonies from youth/YSA who have previously attended.

#### Presentation from Stake Presidency member

##### Youth:

- Prepare to live the standards. For some this won't be a challenge. For some the standards may be stretching and may require a change in dress or behaviour. These sacrifices will be rewarded.
- Set personal goals for spiritual growth during FSY.
- Invite a friend to attend with you.
- Come with a willingness to learn and to make new friends.

##### Leaders and parents:

- Be enthusiastic and supportive of FSY.
- Personally invite all youth aged 14-18 to attend.
- Identify those who have not registered and follow up on them.
- During FSY week, pray daily and specifically for the youth and young adults who are attending.

#### Closing hymn and prayer.

## The Stake FSY Representatives' Year

<b>November</b>	<ul style="list-style-type: none"> <li>• Familiarise yourself with this handbook and the FSY website.</li> <li>• Ensure that recruitment activities, FSY Standards Fireside and FSY week are included in the Stake Calendar.</li> <li>• Draw up recruitment plan.</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• Make initial contact with Bishops.</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• Start recruitment activities in preparation for website opening in February.</li> <li>• Obtain quotations for coach travel based on estimated attendance.</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Website opens.</li> <li>• Continue recruitment activities.</li> <li>• Book coaches as advised by administrators.</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Continue recruitment activities.</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Encourage stragglers to enrol.</li> <li>• Encourage participants to complete their registrations.</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Encourage stragglers to enrol.</li> <li>• Encourage participants to complete their registrations.</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Encourage stragglers to enrol.</li> <li>• Encourage participants to complete their registrations.</li> <li>• Promote Stake FSY Standards Fireside.</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>• Hold Stake FSY Standards Fireside.</li> <li>• Encourage stragglers to enrol.</li> <li>• Encourage participants to complete their registrations.</li> <li>• Ensure leaders, parents and participants are aware of coach pick-up points and times.</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>• Travel with youth to and from FSY (or ensure that chaperones have been assigned to do this).</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• Remind bishops funds will be swept from unit accounts this month.</li> </ul>

### Finally...

***We are grateful for your support with FSY.*** Our job would be so much harder without good people like you giving your time and effort to promote FSY locally in your Stake.

The main objective of FSY is to provide a climate of revelation where the youth can be strengthened in their efforts to come unto Christ. We look forward to working with you so that the youth in your stake can receive the wonderful blessings of FSY.

Please feel free to contact us any time if you have any questions or queries.

With grateful thanks!

**Nige & Jan Dann**  
**2020 Birmingham FSY Administrators**