

## FAQ – Frequently Asked Questions about VBS at Calvary Church of Santa Ana

Traditionally, Calvary's VBS programs enroll 1000+ children and 500+ teen and adult volunteers. With that many people on campus, we have numerous policies and procedures designed for the safety of all participants. Please read through this list to see if your question has already been asked and answered. If it has not, submit your question to [vbs@calvarylife.org](mailto:vbs@calvarylife.org)

What will children experience at VBS?

At VBS, the Gospel is preached every day and lives are changed forever. Each day, 1st through 6th grade children start together in the Worship Center with high energy worship, live stage action, and a preview of the day ahead. Assigned in small groups (Crews - which are broken down by grade), they tour five stations: Bible Exploration, Missions, Recreation, Snacks, and Crafts. Each day concludes in the Worship Center for a time of worship and wrap-up. Crew Leaders remain with the same group of children each day.

When does registration open?

Registration for VBS opens May 1st to give everyone an opportunity to participate! God continues to provide volunteers to serve at VBS and for this reason VBS has yet to be filled to capacity.

When does registration close for children?

Online registration closes for all 1st through 6th grade children on the last Friday before VBS week. This allows our super volunteers to spend their weekend assigning upwards of 1000 children to crews. If you miss the online sign ups, you can register in-person any day of VBS (note that same-day registration can require a wait).

When does registration close for volunteers?

All volunteers must register online. Volunteer registration closes the last Friday before VBS week. This allows each volunteer to attend required training and Volunteer Leads time to assign each volunteer to a specific role.

Anyone NOT registered to volunteer one week prior to VBS, can join our waitlist. Those on the waitlist will be called throughout VBS week if needed.

How can I register my infant to kindergartener?

Our infants - kindergarten program is offered ONLY for the children of volunteers serving on campus during VBS. Both the parent and child(ren) must be registered before child(ren) can be placed. Please register in advance as space is limited. If you are unsure if your child is registered, please email [vbs@calvarylife.org](mailto:vbs@calvarylife.org). For child protection and adult to child ratios, nursery and preschool volunteers may only accept children into their room who have pre-registered and are on the rosters.

How much does VBS cost?

Because of generous donations provided by members of Calvary Church and our local community, Calvary's VBS is free and always will be. Yes, you read that correctly: VBS at Calvary is FREE!! If you would like to help keep Calvary free, you can find links to donate on our website at [www.calvarylife.org/vbs](http://www.calvarylife.org/vbs)

What should my child wear?

Please have your child wear sunscreen, comfortable clothes and sensible shoes each day to VBS (flip-flops, jelly-type sandals and Heelys are NOT recommended). VBS t-shirts are available for purchase while supplies last and are a great way to show your Calvary spirit, not to mention taking the guesswork out of what to wear each day. T-shirts can be purchased on Sundays in June to July in the Worship Center lobby before and after the 9am service. During VBS, t-shirts can be purchased in the lobby during the opening session, *while supplies last*.

How does my child check in each day?

Walk with your child to check them in each day. All elementary children entering grades 1 – 6 in the fall will check in at our Wellington Lot entrance between 8:45 - 9:00 am. Each child will receive one bracelet to wear all week.

This bracelet tells our volunteers which grade the child is in. Daily, each child will also receive a printed nametag. This nametag tells our volunteers what crew the child is in. Children and volunteers are required to wear nametags and bracelets at all times.

Once a child has their bracelet and name tag, parents can walk them into the Worship Center to meet the child's crew leader. Grades are designated by color; crews are designated by number.

Where is the best place to park?

With so many kids on our campus, the parking lots will be very congested at the beginning and end of each VBS day. We urge your cooperation during these times and ask that you show patience and grace to others. Carpooling is recommended. In an effort to allow traffic to flow as efficiently as possible, please make note of the following:

Park on Wellington Avenue.

Park in the Wellington Street Lot. The gate will be open behind the Worship Center so parking in the Fruit Street parking lot is also available. However, these spaces will be limited. If you park on the Fruit Street side, walk behind the Worship Center to enter campus at the Wellington entrance to check in your child. Check In will only happen on the Wellington side.

DO NOT park in the Tustin Avenue parking lot. This lot is for Calvary Christian School Day Camp drop off/pick up only.

DO NOT park in any of the parking lots designated for other businesses. These lots must be kept available for our neighbors and their clients, including the Heritage Building parking lot. Property owners in these neighboring businesses may tow at vehicle owner's expense.

What if my child has an injury or medical issue?

Occasionally, children get injured or sick while at VBS. We have a nurse on duty in S-2 during VBS (next to the Chapel entrance). Make sure to register your child with the correct emergency contact numbers should we need to reach you.

What snacks are being served?

We'll have fun and creative snack treats lined up for each day of VBS. If you have questions or your child has specific food allergies, please include that in their registration. You may also want to send them with a snack. For other food concerns, contact us at [VBS@calvarylife.org](mailto:VBS@calvarylife.org) and we'd love to help you out!

How do I check out my child each day?

To keep all of our kids safe, check-out will take place between 12:30 - 12:40 pm in the Worship Center.

- 1st thru 6th graders will be picked up in the Worship Center.

Non-volunteer teens and adults will only be allowed inside the Worship Center to check out children AFTER VBS has finished for the day.

Until that time, parents and siblings will need to wait on the patio.

What if I need to pick my child up early?

If children need to be picked up before 12:30 pm, a parent or guardian will need to visit Headquarters and request early pick up. A volunteer will get the child from their crew and bring them to VBS Headquarters for you to check out.

As a parent, can I watch the closing program from 12:00-12:30pm?

All non-volunteer parents are invited to watch the closing program each day on the patio.

## REGISTRATION

Can my child be in a group with their friends?

Yes! We do our best to accommodate placing friends together. Registering EARLY helps us make this possible. Please indicate the name of the child with whom you would like your child placed during online registration. Groups are grade specific, so for the case of friends with different ages, the older child would be placed in the younger child's grade.

How do I register?

Registration is available online for both children and volunteers. You can learn more and register to volunteer at [calvarylife.org/vbs](http://calvarylife.org/vbs). Remember, infants through kindergarten children may only attend if their parent is serving on campus during VBS.

Early Childhood Registration

Our infants - kindergarten program is offered ONLY for the children of volunteers serving on campus during VBS. Both the parent and child(ren) must be registered before child(ren) can be placed. Please register in advance as space is limited. If you are unsure if your child is registered, please email [vbs@calvarylife.org](mailto:vbs@calvarylife.org). For child protection and adult to child ratios, nursery and preschool volunteers may only accept children into their room who have pre-registered and are on the rosters.

How do I know if I registered online correctly?

Once you've successfully completed registration, you will receive a confirmation email. Your correct email must be entered in the registration form, so please use caution to enter that correctly. Check your spam and junk mail folders if you don't find it right away. If you don't receive the confirmation email, you did not complete the process and will need to try again. With questions, email [vbs@calvarylife.org](mailto:vbs@calvarylife.org)

Do I need to fill out a separate registration for each child?

Yes. Each child who attends VBS must be registered. This includes children attending the Early Childhood Program which is only available for parent volunteers who remain on campus. When each child is registered separately, it enables us to do our best to meet a particular need.

What if I need to change my information on a registration that I already submitted?

Please email [vbs@calvarylife.org](mailto:vbs@calvarylife.org) to update information or request a change.

Can I complete a kid registration form if I am not the child's parent or legal guardian?

We require the parent or legal guardian's e-signature on the different releases. So a non-parent or non-guardian cannot complete the child's registration. If you are inviting a friend's child, please share the registration link and ask the parent to complete the registration.

I have two kids, one entering 1<sup>st</sup> grade in the fall and one who is 3 years old. Can they both attend VBS?

VBS is for incoming 1<sup>st</sup> through 6<sup>th</sup> graders. However, if you volunteer on campus all five days, your three year old may attend the volunteers' early childhood program each day. If you choose not to volunteer, only your 1<sup>st</sup> grader can attend.

My child has a friend, but they are in a different grade. Can they still be together during VBS?

Children in the same grade are assigned to crews together. However, we want to work with you to ensure each child's VBS experience is fabulous, so we will do our best to accommodate your request. In the case of

friends/relatives of different ages wanting to be in the same crew, the older child will be assigned to the younger child's grade/crew. Registering EARLY helps us make this possible.

What if my child wants to change groups during VBS?

As a means of keeping track of each child's location, crew leaders are not authorized to move children to a different group. All changes must be made by our Registration Leads. When checking in your child, visit the Registration Help table where our Registration Leads will do their best to help you.

## **VOLUNTEER**

Every year we depend on 500+ teen and adult volunteers during VBS. To volunteer, please [register as a volunteer](#) to participate in this incredible week. If you have any questions before VBS, please feel free to contact us at [VBS@calvarylife.org](mailto:VBS@calvarylife.org). During VBS, a staff member will be available at VBS Headquarters to answer questions.

How can I volunteer at VBS?

There are many ways you can volunteer at VBS. The volunteer registration form lists all of the specific opportunities available.

Can youth volunteer at VBS?

Yes! Students moving into 7<sup>th</sup> grade are the youngest volunteers at VBS and we are so grateful for them. There are many opportunities for pre-teens/teens to serve. They can serve in our early childhood programs, in most rotations, and as crew assistants. Only one crew assistant is assigned per crew. Please have your student register online at [calvarylife.org/vbs](http://calvarylife.org/vbs) as soon as possible to ensure a spot for them.

Can I volunteer if I am only available for a couple of days?

Our preference would be to have volunteers who can serve in the same position throughout the week of VBS. When you register online as a volunteer, let us know your exact availability. We may be able to match you up with another volunteer who is also only available for a portion of VBS.

If I volunteer and I have a preschooler or infant is there a charge for them?

Our early childhood program is offered ONLY for the children of volunteers serving on campus during VBS, but it is FREE just like the rest of Calvary's VBS program.

My spouse and I are both volunteering, do we both need to fill out a form?

Yes, each person needs to register to volunteer themselves.

I was a volunteer last year; do I have to register as a volunteer again this year?

Yes, each year we ask volunteers to submit a new registration with their most updated information and volunteer placement request.

As a volunteer, do I have to attend training?

All volunteers are required to attend training. For your convenience, we offer one in person training (preferred) and one make up training (online). You will choose which training you will attend when you complete your volunteer form.

I can't serve during VBS. Can I volunteer before the event?

Yes! There are many ways you can help. We begin preparations months in advance. When you register online to volunteer, you can choose to help with set up, tear down or other preparations.

# LOCATION GUIDES

CHILDREN'S CHECK-IN	Wellington Entrance to the Patio
OPENING + CLOSING	Worship Center
BIBLE ROTATION	Fellowship Hall
MISSIONS ROTATION	Samsvick Chapel
RECREATION ROTATION	Gym
SNACK ROTATION	Picnic Tables
CRAFT ROTATION	C200
PENNY PROJECT	Worship Center Lobby
VOLUNTEER HEADQUARTERS	S1
MEDICAL	S2
KID HEADQUARTERS	S7
SNACK PREP	C Building
VOLUNTEER SNACKS	South Kitchen
SIXTH GRADE	The Underground
LOST + FOUND	Outside VBS Headquarters

