

Safety Policy for Birth thru 6th Grade Children's Community

It is the policy of the Community Church of Columbus to provide a safe environment for both children and volunteers during Sunday morning Community Kids and other birth thru 6th grade activities. This is accomplished by following the principles set forth in this document and the procedures, training and guidelines and processes in the (Community Kids Ministry Handbook and other Kids Ministries Supplements, VBS, Camps, etc.)

The word volunteer below includes lay volunteers and any CCC staff serving with Community Kids.

Potential endangerment of a child in a Sunday morning Community Kids classroom or other birth-6th grade ministry will be mitigated by meeting the following minimum staffing requirements.

- At Least 2 volunteers must be present in each classroom at all times.
 - Volunteers must be 7th grade or older.
 - One of the volunteers in the classroom must be 18 or older.
- A volunteer will not be alone with a child outside the sight or hearing of another volunteer at any time.

Screening and training will be an integral part of becoming a children's ministry volunteer.

- All volunteers must have a criminal background check (unless they are under 18) and be approved for service according to volunteer leadership criteria.
- All Volunteers, including teens, must complete training on and/or confirm they have reviewed this policy and safety procedures prior to serving.

Bathroom assistance will be defined to ensure safety of the child.

- Early Childcare – Only an adult female volunteer (unless specifically a male is requested and approved by child's parent. (i.e. a little boy wants a man to assist)) is allowed to assist a child with diapering or bathroom assistance. This volunteer must remain in eyesight and hearing of another volunteer as they are assisting.
- Elementary – volunteers will never be alone with a child. If assistance is needed, Community Kids Policy and Safety Procedures must be followed.

Transferring a child between parent/guardian and a Sunday morning Community Kids volunteer will be done in a controlled manner.

This policy applies to any organization or individual where birth thru 6th grade is involved on CCC property.

- Facility requests will not be approved until the requesting entity has reviewed and agreed to comply with the policy and supporting procedures as specified here.