

Rockford Baptist Church

Children's Ministry Policy and Guidelines

"Train up a child in the way he should go; and when he is old, he will not depart from it." -Proverbs 22:6

We invite all families with children to take advantage of our various children's ministries as we seek to reinforce and support the godly training and instruction your children receive at home. We believe every child is a sacred trust and consider it a privilege to partner with parents in the task of shaping the biblical worldview and moral foundations of your children.

The guidelines in this booklet are written for both the parents and the children's leaders and workers. Thank you for your assistance and cooperation.

RBC WORLDVIEW DEVELOPMENT PLAN

Our children will have a solid biblical foundation and deep-seated love for God and His Word so that:

- They will know what they believe and why they believe it
- They will respect God's authority, apply God's wisdom and respond with grace
- They will have confidence and courage in facing adversity and in reaching out to others
- They will have a heart-felt desire to pursue God's plan and perceive all circumstances as under God's sovereignty
- They will be determined to teach these truths to their children

Focus areas for stages of spiritual growth

0-3 **Jesus** loves you

4-K **Respect** for God's authority in light of His **love**

1-2 **Grace** from God towards us through salvation; form us towards others when wronged

3-4 **Wisdom** – asking for and applying the mind of Christ

5-6 **Confidence and Courage** in the face of adversity

7-8 **Purpose** – having a heart-felt desire to pursue God's plan

9-12 **Perspective** – perceiving all circumstances as under God's sovereignty

Reference: RBC Worldview Development Plan added & approved 4-19-10

FOR THE PARENTS

1. Please bring only well children to church. Children should not attend if they show signs of contagious illness, such as cough, runny nose, fever, unusual fatigue or irritability, etc.
2. Please notify workers if your child is on medication, suffers from a chronic physical or mental condition (i.e., seizures, etc.) or special needs such as food allergies.
3. For their safety, your child can be released only to you. In consideration of our workers, please promptly retrieve your children immediately following dismissal of the service.

NOTE: ALL VOLUNTEERS MUST READ THIS POLICY HANDBOOK BEFORE WORKING IN ANY CHILDREN'S MINISTRY.

INSTRUCTIONS FOR CHILDREN'S WORKERS

1. Please be on time. Be in your place at least 5 minutes before the children arrive.

2. If you cannot serve as scheduled, find a substitute and then notify the person in charge of the change.
3. Please do not work if you are sick.
4. Remember that you represent Rockford Baptist Church. Parents need to feel confident that their children are in competent, caring hands.
5. Please be clean, neat and approachable.

SUPERVISION POLICIES

1. All workers must avoid any wrongdoing or the appearance thereof in their conduct and conversation.
2. Young people must be in at least the ninth grade to serve as workers.
3. Workers are not to be with children or youth in secluded areas.
4. A supervisor will periodically observe classrooms and other areas where activities are taking place, including special and/or off-site events.
5. For their safety, children are to be released only to their parent/guardian. At this point, the child becomes the responsibility of the parent/guardian.

BATHROOM ASSISTANCE

1. No men or boys may take children to the bathroom.
2. Only women 18 years or older may assist children to the bathroom.
3. If the child needs assistance:
 - a. Stand outside the bathroom
 - b. Prop the door open slightly while the child is using the bathroom.
 - c. If the child asks for help, go inside but leave the door propped open a little.

INJURY PROCEDURES

1. In the case of any illness or injury, avoid direct contact with blood, excrement or vomit.
2. In the case of a minor injury:
 - Ask a nursery worker to enter 98 on the paging system to alert the head usher.
 - Give the usher the name of the parent needed.
 - When the parent arrives, the child then becomes the responsibility of the parent.
3. If medical assistance is needed:
 - Ask a nursery worker to enter 99 on the paging system. This will alert a medical professional and the head usher.
 - If the injury is life threatening, ask a nursery worker to call 911 immediately.
 - The head usher will immediately notify the child's parents and then remain available to assist the medical professional.

DISCIPLINE POLICY

1. The goal of all discipline should be to create a safe environment, conducive to learning and spiritual growth.
2. All children's workers must establish a system of discipline that meets the following criteria:
 - Your plan is appropriate for the type(s) of activities for which you will be responsible. It should suit your program and personality.
 - Clear expectations for behavior must be set.
 - Discipline must be consistent.
 - Always show firmness with love and kindness.
 - Never strike a child or grab them roughly.

- Workers are encouraged to involve the child's parents, even if it means interrupting them during a church service. Parents may be contacted by asking a nursery worker to enter 98 on the paging system. This will alert the head usher who will in turn notify the child's parents.

ABUSE PREVENTION

- See Abuse Prevention Policy for selecting and screening for children and youth workers