

# Kreek Kids Check-In TEAM: Give Me '5'!

## 1) BE WELCOME Ready



- \* ARRIVE 15 minutes early, WEAR smile & lanyard
- \* SET UP computers, printers, labels filled & TVs on?
- \* First Impressions VISUAL SCAN... Pass/Fail?

\* SPLIT TASKS: 1 at FT & 1 at Desk \* DATE Sign-In Sheets in KK Guest Book

## 2) MAKE Connections \* EXPLAIN DOT SYSTEM to ALL parents

### NEWBIES:

- \* ASK for parent's name FIRST & cell# in KK Guest Book
- \* GIVE Visitor Parent Guide and/or FAQ-4-Parents
- \* WALK new kids to class and INTRO to Room Leader/Helper

ATTENDERS: \* CHAT with families, share KK flyers, FAQ & Fast Track Info

FAST TRACK KIOSK: \* REMIND parents to check chalkboard for Important Info

## 3) MAKE Classroom Stops

- \* CONFIRM staffing ratios in each department
- \* FLEX volunteers UP or DOWN as needed
- \* BRING dinner/snacks upstairs (SAT) 6:45-7pm (SUN) 11-11:15am

## 4) TRANSITIONS or End of Service

\* HELP DIRECT parents \* REVIEW Guest Book & complete data needed 4 guests

## 5) WRAP UP & Clean Up

\* STOCK bins, SYNC computers (3X) & STORE safely away (Sunday team)

Check 4 & TEXT needs/suggestions Twila 425-319-8043 BEFORE LEAVING. Thanks!

# KK Teaching Teams: Give Me '5'!

## 1) Arrive Early, Be WELCOME Ready

Connect, 'Get the Wiggles Out' Activities, Ask **S.A.F.E.** Questions about: **S**chool, **A**ctivities, **F**riends/**F**amily & then **E**ngage child with group.

## 2) BIG Idea ★

Capture their heart & mind - What are we learning today/month?  
Teach IT, Repeat IT, Make IT Stick! *\*Use MCATs Review Activities!*

## 3) LESSON Time ★

Bible Story/Truth of the Day  
Interact, Teach IT Creatively, Ask Questions!

## 4) Power VERSE★

Teach IT, Repeat IT, Make IT Stick! *\*Use MCATs Review Activities!*

## 5) REVIEW Time★

Games, Activities — Stick It! Do they Get IT?

## Teacher's Choice FREE Time: Extended!



Saturday Dinner, Sunday Snacks, MORE FUN & REVIEW Activities, Games, Crafts, Music and Movement, Free Time Extended @ 7:45pm/11:40am

*\*MCATs* - Miscellaneous Creative Activity Thing(s) = Puppets, Skits, Music, Walk-ons, Etc.

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# KK Nursery/Toddler TEAM: Give Me '5'!

## 1) ARRIVE Early



- \* ARRIVE 15 minutes early, WEAR smile & lanyard
- \* VISUALLY SCAN Rooms... First Impression: Is it Safe? Clean? Odor Free? Welcoming? Pass/Fail?
- \* Decide who will WELCOME & RELEASE children

## 2) MAKE Connections

- \* CONNECT with parents, PLAY with children

## 3) CHILDCARE & Interaction Time

- \* Meet child's **PHYSICAL** needs; comfort, diaper check, bottle, parent approved snacks, playtime etc.
- \* Meet child's **SPIRITUAL** needs; tell them God loves them, READ Monthly Story Card or tell a Bible Story

### TO DO WEEKLY: (as needed)

1. Fill bag holder. Bags used for soiled diapers. (from cabinet)
2. Clean out Receiving Cubbies
3. Clorox wash/wipe down dirty walls/door molding, handles
4. Wash and air dry used toys
5. Check: Story cards, coloring sheets, crayons? (cabinet tote)

## 4) TRANSITIONS or End of Services

Laila Christiansen

K-5th Grades | Blue Room (SAT)

ALLERGY WARNING: None - Partnering with Parents so Kids can KNOW, GROW & SHOW God's Love!

Parent-Ken/Alicia Christiansen (FTL#120) 12/07/06

Emergency Contact: (425) 293-6446 (425)530-6155

Security Tag with matching ID required for pickup

6130

- \* Upon pick up of child; **MATCH** FTL Key Tag **3-DIGIT#**
- OR **4-DIGIT#** on Parent Pick Up Slip. (**Call parent by name**)
- \* Transition with 2<sup>nd</sup> Volunteer Team (if applicable)

## 5) WRAP UP & Clean Up

- \* EMPTY garbage cans with dirty diapers into dumpster
- \* Wipe down counters and spray disinfectant on toys and chairs as leaving
- \* Check windows/doors...locked? \*Thermostat set to Night mode?

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