



At Allenwood Church we provide a safe, age-appropriate environment where children are taught the Bible in a creative and relevant way. We have a passion for leading children to a life giving relationship with Jesus.

### **How It Works:**

Classrooms are broken down by age range. Ages 0-3, 4-7, and 8-12.

No food will be permitted nor given out in the classrooms due to allergy accommodation.

The two younger classes have their own time of praise and worship downstairs, and the older children worship upstairs in the main sanctuary before coming down to their classroom to learn.

**ALL** children should be signed in to the age appropriate rooms before service begins.

Upon signing children in, parents will be given a pager. Should your pager light up during service, please report back to the children's ministry area.

Children will not be allowed out of their classrooms until they are signed out by a parent and their pager is returned.

We are excited to announce we now have a designated room for nursing mothers, located behind the door on the far side of the classroom area.

The complete list of Allenwood Church's children ministry policies can be found on the other side of this document...

**Allenwood Church seeks to provide a safe and secure environment for the children who participate in our programs and activities. In order for this to take place we have implemented the following:**

### **Check-in/Check-out Procedure**

For children below third grade, a check-in/check-out procedure will be followed. The child will be signed in by a parent or guardian, who will receive a “pager” for the child. The parent or guardian must present the “pager” in order to sign out the child from our care.

### **Servant Policy**

All persons who desire to work with the children participating in our programs and activities will be screened. This screening includes the following:

- Six Month Rule
- Written Application
- Personal Interview
- Reference Checks
- Criminal Background Checks

### **Classroom Policy**

It is our goal that a minimum of two unrelated adult workers will be in attendance at all times when children are being supervised during our programs and activities. Some youth classes may have only one adult teacher in attendance during the class session; in these instances, doors to the classroom should remain open and there should be no fewer than three students with the adult teacher. We do not allow minors to be alone with one adult on our premises or in any sponsored activity unless in a counseling situation.

It is the policy of Allenwood Church not to administer corporal punishment, even if parents have suggested or given permission for it. There should be no spanking, grabbing, hitting, or other physical discipline of children. If an issue does arise, parents will be paged.

### **Food Policy**

No outside food will be permitted on church premises due to food allergies.

### **Bathroom Policy**

We encourage parents to take their kids to the bathroom before service begins. If a child needs to go during service, a servant will escort them and wait outside the door to escort them back to the classroom. If your child is in diapers or requires assistance in the bathroom, the parent will be paged. Under **NO** circumstances will anyone other than a parent or guardian enter into a bathroom with a child.

### **Sick Child Policy**

It is our desire to provide a healthy and safe environment for all of the children at Allenwood Church. Parents are encouraged to be considerate of other children when deciding whether to place a child under our care. In general, children with the following symptoms should **NOT** be dropped off:

- Fever, diarrhea, or vomiting within the last 48 hours
- Green or yellow runny nose
- Eye or skin infections
- Other symptoms of communicable or infectious disease

Children who are observed by our workers to be ill will be separated from other children and the parent or guardian will be contacted to request that the child be picked up for the day.