

Childcare Policy

Date of Policy Approval: 8/11/05

Policy Updated: 10/18/2005; 1/2006; 10/9/2008

Policy Owner: Religious Growth and Learning Committee (RGL)

1. For safety and liability reasons, all children under the age of 12 years are to be supervised by an adult of age 21 or older on church grounds.
2. Childcare is required for all children under the age of 12 years whose parents are attending an event in which children are not participating. Supervision will consist at minimum 1 adult and 1 trained teen or two trained teens, with one teen at least 15 years of age.
3. Childcare will be provided for church events outside of Sunday Services if it is requested by the sponsoring committee no later than one month before the event.
4. Requests for childcare at an event need to be made to the Director of Religious Education (DRE) by making a copy of the calendar request form and putting it in the DRE box.
5. Once approved, a sign up sheet will be available for parents to reserve a spot for their child(ren). The deadline for sign up will be the Sunday before the event. If a parent does not sign up for childcare, but attends an event with their children, childcare will not be provided.
6. All committees requesting childcare may be asked to provide funds to the RGL committee to purchase appropriate snacks or meals.
7. Childcare will not be provided for events that go later than 9:00pm, unless a written request is made to the DRE and RGL committee to extend the time.
8. When requesting childcare, keep in mind that children need to be picked up promptly at the end time that was given in the initial request.
9. The childcare coordinator will ensure proper coverage is provided according to the guidelines set by the DRE and RGL committee.
10. In the event no childcare providers are available, the committee requesting the childcare will be notified a week before the event that childcare will be unavailable.