

BridgeKids Policies and Procedures

Dear Parents,

We know that it is God's heart and will to care for and protect children (Matthew 18:1-10). That is why we strive to provide an extremely fun, yet safe environment for your children. Safety requires structure and rules, not always fun, but always necessary. We ask that you partner with us to uphold the policies and procedures (described herein) necessary to protect your children while they enjoy the BridgeKids experience.

We look forward to seeing your family each week as part of a commitment to laying the spiritual foundation on which your children can build their lives.

Yours in Christ,

Karen Eastham

Director of BridgeKids

BRIDGEKIDS VALUES THE SAFETY OF OUR CHILDREN...

How parents can help...

ALL VOLUNTEERS WHO WORK DIRECTLY WITH THE CHILDREN GO THROUGH A SCREENING PROCESS THAT INCLUDES:

- a completed application
- reference checks
- a criminal history check
- orientation and training

WE MAINTAIN THE FOLLOWING ADULT:CHILD RATIOS:

- 1:3 Infants
- 1:4 Toddlers up to 18 months of age
- 1:6 Older toddlers and two-year-olds
- 1:5 Three- and four-year-olds
- 1:10 Kindergartners, 1st and 2nd graders
- 1:12 3rd through 5th graders

1 BE SURE TO CHECK YOUR CHILD(REN) IN AT THE APPROPRIATE GREETING STATION.

Shepherds in the rooms are instructed to only accept children who have a number tag (permanent or temporary).

2 CHECK IN ONLY HEALTHY CHILDREN.

BridgeKids maintains a wellness policy to ensure the health of children and staff. We ask that sick children not attend BridgeKids. Our Greeters are instructed not to check in a child who appears to be in any stage of a contagious illness. In addition, our servants are not permitted to dispense medication of any kind to children (including baby ointment or teething gel, and first aid cream).

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4 WHEN PICKING UP YOUR CHILD, PLEASE BE SURE TO PRESENT THE TAG THAT MATCHES THE ONE ISSUED TO YOUR CHILD AT CHECK-IN.

To ensure the safety and security of your children, BridgeKids issues matching I.D. tags to children and their parents/caregivers (regular attendees receive permanent photo I.D. tags while visitors receive temporary tags at time of checkin). The BridgeKids' tag system is used to match each child with an adult. Only an authorized adult may register, retrieve, or respond to a call for assistance on behalf of a child attending BridgeKids.

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PLEASE BE AWARE OF YOUR CHILD'S I.D. NUMBER AND PAY ATTENTION TO THE NUMBERS WHEN FLASHED ON THE LARGE SCREEN IN THE ADULT SERVICE

In the event that your child needs you, the number from your child's ID tag will appear on these number boards. If your child's number appears, please report immediately to the BridgeKids area.

IF YOU WISH/NEED TO BE IN BRIDGEKIDS WITH YOUR CHILD, PLEASE OBTAIN A VISITOR LABEL FROM THE GREETING STATION WHERE YOU CHECKED YOUR CHILD IN.

Only individuals wearing valid BridgeKids badges are permitted in classrooms. For the safety of children and servants, and to minimize disruption in the rooms, it is important to limit the traffic in the rooms. Visitors may be allowed in the room provided they have received clearance from one of the BridgeKids staff, signed in at a Greeter Station and received a Visitors Badge.