

Word of Deliverance Family Life Church Parent Handbook



KidsLife Mission Statement

The primary goal and purpose of Word of Deliverance Family Life Church KidsLife Ministry is to introduce the Lord Jesus Christ our Savior to children, from three to nine years of age. We will teach biblically-based Christian doctrine under the direction of the Holy Spirit for spiritual growth, and Christian education. The principle objective of WODFLC is to develop, shape, and nurture a spirit of love for God, Godly character, Christian love, holiness, discipline, honesty and integrity.

Children's Ministry Policies and Procedures

The children's ministry will be in a separate room and childproofed. We will use the KidsLife room on Sundays and Wednesdays ages 3 years – 9 years.

Children's Ministry Health Policies

In order to insure a safe and healthy environment for your children and the Children's ministry workers, please do not bring your child if he/she has had any of the following symptoms within the past 24 hours and PLEASE LET US KNOW OF ANY ALLERGIES:

- Diarrhea, illness, food or medication induced
- Vomiting
- Fever (100 or above)
- Undiagnosed rash
- Open sores
- Runny nose (anything but Clear)
- Discharge in and around the eye(s)

Drop Off:

Children will be dropped off starting at 10:00 am on Sunday's and 5:45 pm on Wednesday's. Please try to be on time so your child can remain on schedule with classroom activities.

Sunday Class Structure:

This is a model for class time. Your child can be dropped after 10 am.

- **Playtime & Crafts** – 30 minutes (10:15 am - 10:45 am)
- **Snacks** – 15 minutes (10:45 am – 11:00 am)
- **Restroom** – 10 minutes (11:00 am – 11:10 am)
- **Offering** – 5 minutes (11:10 am – 11:15 am)
- **Bible Story** – 20 minutes (11:15 am -11:35 am)
- **Review** – 10 minutes (11:35 am – 11:45 am)
- **Practice Bible Memory Verses** – 15 minutes (11:45 am – 12 noon)

- **Activity or Playtime** – until parents arrive (12 noon – 12:30 pm)

Wednesday Class Structure:

This is a model for class time. Your child can be dropped after 5:45 pm.

- **Playtime & Crafts** – 15 minutes (6:00 pm – 6:15 pm)
- **Snacks** – 15 minutes (6:15 pm – 6:30 pm)
- **Restroom** – 10 minutes (6:30 pm – 6:40 pm)
- **Offering** – 5 minutes (6:40 pm – 6:45 pm)
- **Bible Story** – 20 minutes (6:45 pm – 7:05 pm)
- **Review** – 10 minutes (7:05 pm – 7:15 pm)
- **Activity or Playtime** – until parents arrive (7:15 pm – 7:30 pm)

General Children's Ministry Procedures

- Each parent must have a ticket.
- Parents must initial the sign-in roll sheet.
- After your child has been checked in please do not linger.
- When picking up child from the children's ministry, please return ticket.

Leave Toys At Home: This will prevent personal items from getting lost among toys provided by the church.

Avoid Coming To The Children's Ministry To Check On Your Child Until You Are Ready To Leave The Church: If an emergency should arise, you will be notified immediately.

Children Will Only Be Released To Their Parents: Our workers are instructed to return the children to the care of their parents. Please do not send older children to pick up the child.

Pick Your Child Up From The Children's Ministry Immediately After The Close Of The Service: This courtesy needs the support of ALL parents. After church many of the children's ministry staff have children of their own to retrieve. In addition, the children's ministry is straightened by our staff and this cannot be done until all children have been released. Please support this request by your promptness.

The Children's Ministry Uses Family Life Church Discipline Guidelines:

The Children's ministry is a privilege. We provide Children's ministry and preschoolers to build up and encourage our children in Christ. We expect the children to behave appropriately while in children's ministry. Any action that disrupts the class or hurts another individual will not be tolerated.

- ❖ 1st Offense - Verbal correction
- ❖ 2nd Offense - Time out chair
- ❖ 3rd Offense - Time out chair

- ❖ 4th Offense - Call in parents
- ❖ 5th Offense - repeated poor behavior for a second week and the parent will be asked to keep the child out of Children's ministry for an agreed period of time.

Our staff does not physically discipline the children. Although we believe that spanking and physical punishment is effective and biblical; we feel strongly that the only adult who should ever administer this type of punishment is a parent or legal guardian.

In keeping with these high standards for care and safety, parents should be aware of the following guidelines followed by all children's ministry workers and volunteer workers while caring for children in our children's ministry:

- No child should be left alone in the children's ministry at ANY time. If there is not a children's ministry worker present when you arrive to drop off your child, please remain with your child until a caregiver arrives.
- Sick child policy states that no child who has had a fever of 100 or vomiting within the past 24 hours will not be permitted to stay in the children's ministry. Sick children whose fevers or symptoms have been reduced with medication will not be permitted to stay in the children's ministry. Children should be symptom free (without medication) for 24 hours before returning to the children's ministry.
- This children's ministry does not dispense medication of any kind.
- To ensure that all children are kept in the children's ministry the doors will be closed at all times except when parents are dropping off or picking up children.
- Children will be closely supervised while eating.



KIDSLIFE STAFF HANDBOOK

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