



# Village Church Guidelines Sunday Morning

**STATEMENT OF PURPOSE:** Sunday Morning Church School Classes, Child Care, and Morning Stars are designed to provide for the Christian nurture of children of the church, and to provide opportunities for parents and care givers to help their child in faith formation and worship here at Village Church.

## **Registration:**

- Parents/guardians should complete a church school registration card that gives their child's name, birthday, contact information, any special medical or learning needs, and if there are custodial concerns. (Note: Morning Stars has its own registration procedure.)
- Parents are required to have emergency contact information noted on the registration form.

## **Sunday morning check-in and pick-up:**

- Parents of infants and toddlers can check-in their children either in Room 114 (nursery) or Room 111 (toddlers). Parents/guardians hand their children to the attendants along with diaper bags.
- Parents of 2s-PreK preschool children may use a hosted check-in counter on the 1st floor.
- Elementary (K-5th) children sign-in on the 3rd floor, at their respective rooms.
- 6th Grade (Club V6) sign-in on the 3rd floor at Room 302.

### **PLEASE NOTE:**

- When signing-in on clip board, please note your location in the building (sanctuary, balcony, classroom, etc.), and emergency cell phone number.
- Drop off your child no earlier than 10 minutes prior to the Sunday school hour.

## **Health and Safety:**

- Village Church Child Protection Policy (available upon request) requires at least 2 adults (that have cleared state/federal background checks) in each classroom, regardless of how many children are in attendance.
- Open Dutch doors or doors with windows provide full view of classroom activities.
- It is the responsibility of the parent/guardian to inform us of any allergies, special needs, or custodial concerns for their children. This should be conveyed on the registration form.
- In an effort to control the spread of illness, children exhibiting any signs of illness cannot be admitted into the nursery or classrooms. Please do not bring your child if they have had a fever in the last 24 hours, vomited in the last 24 hours, or had diarrhea, contagious skin rash, or discharge from the eye.
- Sunday Morning Supervisory Staff includes Carol Webb and the Director of Children and Family Ministry, Cheryl Couch-Thomas 913-671-2355 (cell 816-213-3215)