

EARLY CHILDHOOD POLICIES

OBJECTIVE

Welcome kids to a safe and familiar environment where they can have fun and begin to experience God's love.



CHECK IN/CHECK OUT

- Important: please check for allergy alert stickers as children enter the classroom each week.
- Make sure a child's bag has a name tag on it
- If a parent needs to be reached during service, the pager number is located on their sticker. Please give this number to the EC service coordinator (or available staff member) and they will have the parent alerted.
- The numbers on the name tag stickers should be matched when parent picks up child.
- If a parent has lost their sticker, please ask for a photo ID.

WELLNESS POLICY

Please do not check children in if they have any of the following:

- Vomiting or Diarrhea in the past 24 hours
- Green/yellow discharge from nose/mouth
- Contagious or undiagnosed rash
- Sore throat or Cough
- Fever
- Pink Eye
- Chicken Pox
- Head Lice

We should always page parents if a child appears ill while in our care.

CHILD TO TEACHER RATIOS

There should be **at least two teachers per class at all times.**

EARLY CHILDHOOD SAFETY PROCEDURES

BACKGROUND CHECKS

The Bridge Church is committed to keeping children safe while in our care. That is why all volunteers must undergo a national criminal background check BEFORE they are approved to serve in Bridge Kids.

DIAPER CHANGES/ BATHROOM BREAKS

Men are not allowed to change diapers.

Kids should be taken, by two volunteers/staff members of the same gender, to the designated kid's bathrooms. The adults should wait outside while the child uses the bathroom. At no time should a teacher be in a bathroom stall with a child with the door closed. If a child has an accident, parents must be paged to clean and change the child.

SNACKS

There are provided snacks for mobile children. Please check for allergy alert on ALL children's name tags prior to handing out snacks to assure no child has an allergy to what's provided. Do not allow any outside snacks other than juice due to serious peanut allergies.

APPROPRIATE PLAY/AFFECTION

For the protection of you and the kids we serve, please refrain from tickling, roughhousing, or picking up kids (toddlers may be held when necessary). While appropriate displays of affection are often part of conveying support and encouragement, such displays can be misinterpreted. Therefore, displays of affection should be limited to brief hug, arm around the shoulders, pat on the back, or handshake only done while another adult volunteer is present and in a public area. A child's right to refuse such a display of affection will be respected.

INJURY REPORTS

Inform Bridge Kids' staff of any injury immediately. The Bridge Kids' staff will determine which course to follow. For serious injuries, parents should be called immediately by the Bridge Kids' staff, asked to sign accident report and encouraged to seek medical care if needed. For minor injuries, parents should be notified during check out and then asked to sign an accident report.