

The Purpose of the Event Childcare Policy

The church provides childcare at church events to create contexts for adult-to-adult ministry. This includes, but is not limited to, small groups, seminars, membership classes, and any other church-sponsored activities.

Whenever the church provides childcare, the safety and security of children is the top priority. The “Event Childcare Policy” ensures that childcare provided by the church adheres to clear guidelines which protect both children and childcare workers.

Requirements for Childcare Workers

The following requirements apply to all childcare workers, whether compensated or uncompensated, whether from inside or outside the church.

1. Must be at least 18 years of age.
2. Must have a background check completed within the last 2 years on file with the church.

Requirements for Event Childcare

1. A clear check-in and check-out process that includes a system for identifying children with their parent or guardian.
2. At least two childcare workers must be with all children at all times.
3. At least one of the childcare workers must be female.
4. The following maximum children to childcare worker ratios must be maintained:
 - Infants (0-1 year old)
 - 8 children to 2 workers
 - Toddlers (1-4 years old)
 - 12 children to 2 workers
 - Children age 4 and older
 - 20 children to 2 workers
5. The following guidelines apply to diapering, bathroom supervision, and any other situation where children may be without clothing (e.g. changing into a bathing suit):
 - Only female childcare workers or the child’s parent or legal guardian will undertake the diapering of children of either sex.
 - Childcare workers must change a child’s diaper in plain sight of others.
 - Children should be re-diapered and re-clothed immediately upon the completion of changing their soiled diaper.

- If there is no bathroom attached to the childcare room, childcare workers are required to ask parents or legal guardians to take their toilet-trained child to the bathroom.
 - Childcare workers are never to be alone, whether in the bathroom or elsewhere, with a child.
6. The following guidelines apply to discipline of children:
- No form of physical discipline is acceptable by a childcare worker.
 - Workers should verbally redirect a child before physically intervening.
 - Direct a child to a time-out in another area of the room and clearly explain why they are being placed in time-out.
 - If a child continues to act out, involve their parent or legal guardian.