

## **Policy for Workers with Infants, Children and Youth Simpson United Methodist Church**

Childcare providers are defined as any staff or volunteer, including Sunday school teachers, nursery care workers, and other Christian Education helpers, who work and interact with any child under the age of 18 during official church programs. All childcare providers shall sign a statement indicating that they have read and agreed to this policy.

The disturbing and traumatic rise of physical and sexual abuse of children has claimed the attention of our nation and society. To ensure the safety of all children and to protect all our workers from unwarranted problems arising out of oversight, we have approved the following guidelines for childcare procedures. These policies reflect our commitment to provide protective care of all children, youth, and volunteers who participate in church sponsored activities.

**Leadership** There should be two adult childcare providers at each activity or in each classroom at all times. These adults should be at least 5 years older than the oldest child they are caring for. Although teenagers can help with childcare, no one under the age of 18 should be in charge of a group of children. If for some reason there are not two childcare providers, an adult "hall monitor" should check in on the group or class from time to time.

Volunteers should have attended church for at least one year. A background check through the Central Registry of Child Protection will be completed for all childcare providers. Note: Background checks are done every 3 years.

**Dismissal** Parents (or others authorized by parents) should pick-up children at the end of each church event. Please do not let children leave unless accompanied by an authorized person or parent. Children may only leave room to use restroom, not for errands.

**Safety** All childcare providers should be familiar with emergency procedures. Training in first aid will be offered and an evacuation drill will be held each year. Nursery care workers and youth directors should be trained in first aid and CPR.

**Individual Contact** Private individual interaction should be avoided. If private conversation is deemed necessary, talk with the child in a corner or a hallway with one other adult nearby. Childcare providers should not assume responsibility for a child outside of official church events.

**Transportation** Adults over 25 may transport children to and from activities. Young adults between 21 and 25 may also drive, if they have a clean driving record. The use of personal vehicles for church activities is not covered under church insurance. Drivers using their own vehicles assume responsibility for damage, injury, or loss. Church van drivers should submit a copy of their 2 driver's license to the church secretary before driving the van. Childcare providers should avoid transporting children without being accompanied by another adult.

**Supervision** Children should be supervised by adults and/or parents at all times while on church property or while attending church events. Children should not play on the stage in the Fellowship Hall.,

**Bathroom Policy** Adult accompanies child and waits in the hall.

**Field Trips** If participants are both male and female, there must also be male and female chaperones. If these conditions are not met, the activity must be cancelled. A childcare worker of the same gender will escort a child inside restrooms.

Ratio on field trips for youth under 12 years old shall be 1 adult for every 6 children. If there are not enough adults, the trip will be cancelled.

**Policy Agreement  
Simpson United Methodist Church**

I have been given and read the foregoing Policy for Workers with Infants, Children and Youth for Simpson United Methodist Church. I agree to abide by its content.

I am a parent \_\_\_\_\_ teacher \_\_\_\_\_ or both \_\_\_\_\_ or I am a volunteer \_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_