

# Compass Bible Church

## Compass KIDS

### Safety and Security

One of the goals of Compass KIDS is to provide a safe, secure, loving environment for children. In an effort to accomplish this, we have security measures in place to protect the children, their parents and the church.

#### **Dismissal Procedure**

All children must remain in their classroom until picked up by a parent. A parent must always initial his/her child in and out.

#### **Bathroom Use**

No bathroom use during class time. Students should go with a parent before class. In the case of a child having to go to the restroom while in class always take at least two children with you to the bathroom, for the safety of the child as well as your own. All early childhood children must be accompanied to the bathroom. Men are not permitted to take girls into the bathroom. When taking a child to the bathroom, provide as much privacy for the child as possible. Team members should only enter a bathroom stall when absolutely necessary to assist a child. Keep the door ajar.

#### **Teacher Identification**

All Compass KIDS team members in the classroom are required to wear a Compass KIDS Team Member name tag as a means of identifying them as authorized to be in the classroom. If you have any questions about someone coming into your room, please contact a Compass KIDS member.

#### **General Security**

During services, children are not allowed to wander around the campus. If you see a child who is outside of the classroom, please approach him/her or contact a Church Staff member. We will take the child to his/her appropriate class or to church to sit with his/her parent.

For security purposes, we do not permit people to wander around the children's classes. If you see an adult wandering around, please approach him/her and ask if you can be of any help or notify a Church Staff member of the situation. Due to the size of our ministry, we depend upon you to assist us in providing a safe and secure environment for all the children. Thank you for your assistance.

#### **General Requirements & Guidelines**

Classroom doors must always remain unlocked when activities are occurring.

Use proper judgment when having physical contact with a child. Touching and/or hugging should be done in the presence of another adult in an open classroom. Avoid tickling.

All activities outside the planned Compass KIDS calendar must be approved by the Director of KIDS Ministry. A Compass KIDS Activity Form must be completed and returned to the Director of KIDS Ministry for approval prior to publicizing the event.

All Compass KIDS Team Members must complete a ministry application and be approved by a staff member in Compass KIDS.