

Children's Ministry Areas:

In the Rainforest, (Birth- Pre-K) and the Velocity, (K-5th grade) environment, we emphasize our Orange Strategy. Orange is not a curriculum. It is a strategic, creative effort to put parents first, surround kids with adults and friends who love them, and teach kids that service opens our eyes to the heart of Christ. By combining the critical influences of the light of the church (yellow) and the love of the family (red), the Orange Strategy shows a generation who God is, more effectively than either could alone.

Throughout the morning, kids experience small groups with hands on activities and large group worship and storytelling. We believe what happens at home is much more important than what happens at church on Sunday mornings. It is our goal to reinforce and support our parents/guardians through what we teach kids each week.

Children's Ministry Director

The Children's Ministry Director's role is to create an environment where parents/guardians are empowered to spiritually lead their children into a sound relationship with Jesus Christ. They also lead recruiting, interviewing and assigning volunteers' roles within the environment based on their background, spiritual maturity and specific talents/interests in order to create a community where every family member is encouraged and welcomed on Sunday morning. It's their responsibility to monitor the environments, making changes as necessary to stay relevant and growing.

Operating Guidelines and Emergency Procedures

Family Paging Procedure/Security

If for any reason a child's family needs paged, the child's ID tag number can be posted on the large screens in the auditorium to notify the parent. As a rule of thumb, if a child has been unruly or crying for more than 10 minutes, a parent should be paged.

It is our goal to make Rainforest and Velocity as safe as possible. Therefore, only the parent with the matching ID tag number is allowed into the area to pick up the child. The parent is not allowed to remain in the classroom with the child due to our policy that all volunteers must be background checked. If the tag does not match, do not release the child.

Confidentiality

For various security purposes, we ask that volunteers do not share information about the children in their class with others. We also ask that volunteers not take photographs of children with your phones or other cameras. For no reason should a Small Group Leader or volunteer post pictures or photographs of children on the Internet.

Volunteer Safety

To ensure volunteer safety, it is important the following requirements are followed:

- Never be alone with a child. This protects our children and our volunteers.
- Married couples may serve together, but must have a third party adult leader and/or youth in the room with them.
- Just as we require all children to have an ID nametag, all volunteers must check in and wear an ID nametag while serving in any children's environment.

Drop-off/Pickup Plan

Families go to the check-in stations before they bring their child into the environment. At check-in, the child receives a tag with their name and ID number (for example, M9L), and their parent/guardian receives a matching tag. After check-in, families drop their children off in their classroom.

Emergency Response Procedures

Emergency response procedures include:

- Each classroom fills out a form with the names of their kids, so in the event of an evacuation, a list of children would be available to take along.

The Big Picture: Family Life Connections

We have resources that help connect that families can download to use at home to keep the conversation going. They are:

Rainforest Small Talks

Small Talks give parents and kids something to do throughout the week to keep parents informed of what their child learned that weekend. It also gives the parents four ways to connect with their child that week.

Velocity God Times

God Times are simple devotions for kids and families that can be done any four days between Sundays. God Times are a way for families to be in the know about what their kids are learning in Velocity on Sunday mornings. There are questions for parents to ask their kids, questions for kids to ask their parents, and short activities that hit home the Life Apps, basic truths and concepts that they learned about in their small groups on that weekend.

Velocity Parent Cues

Parent Cues are designed to help parents get in on the conversation started in small group on Sunday morning by providing a definition of the month's virtue, the memory verse, an outline of each week's Bible story and even some pointers on how and when to initiate spiritual, practical discussions in our most ordinary moments. Parents are encouraged to engage their kids in meaningful conversation at dinnertime, bedtime and drive time.

Rainforest and Velocity Postcards

NewPointe has an awesome resource that we want all volunteers to utilize throughout their service—our Rainforest and Velocity encouragement postcards! Because connecting with kids and their families is so vital to what we do in Velocity, we give Small Group Leaders and other volunteers in these environments the opportunity to encourage and celebrate with the kids and connect with their families throughout the week.

Rainforest

Preschoolers are full of life and love hearing about Jesus. Our goal is to prepare them for community, which is why we utilize a small group/large group curriculum in The Rainforest. We want our kids to learn three key points while they are in The Rainforest:

- God made me.
- God loves me.
- Jesus wants to be my friend forever.

Volunteer Positions

Small Group Leaders are responsible for:

- Creating an exciting learning environment using the lessons and materials provided
- Supporting the understanding of the children in their small group
- Being a direct link between the kids and the church

Caregivers are responsible for:

- Providing care for kids birth-23 months
- Love and care for little ones while their parents attend worship and serve on Sunday mornings

Hallway Coordinators are responsible for:

- Helping with behavioral concerns
- Connecting with security at appropriate times
- Monitoring bathroom and drink breaks
- Paging parents
- Securing more volunteers

Coaches are responsible for:

- Helping move kids to and from large group

- Assist with supplies, setup and cleanup
- Stay in contact with the Small Group Leaders who serve in the same age group

Application/Background Check

Volunteers must be 16 years of age or older to lead an environment without an assistant or to work with children under 23 months old. Younger students ages middle school and older are able to serve in Large Group or alongside a Small Group Leader as an assistant. If a potential volunteer is under the age of 18, the volunteer must complete a Student Covenant before they join the team and begin serving. For adults who are 18 and older, a background check must be completed and approved before beginning to serve in The Rainforest environment. Under no circumstances should any volunteer of any age be permitted into The Rainforest environment unless they are an approved, background-checked volunteer with paperwork on file. We seek to create a safe, secure environment where children and adults are not hindered in any way from forming a healthy relationship with God and His church.

Curriculum Overview

In The Rainforest, we believe that the Bible is never boring, that good leaders always care, and that we can have fun on Sunday mornings! For preschool kids, life is just getting underway! So we want to prepare their little hearts to face life head-on, with Jesus as their best friend. It is our goal that by the time they leave The Rainforest, they have written on their hearts that:

- God made me.
- God loves me.
- Jesus wants to be my friend forever.

Volunteers must attend the mandatory training events that occur during the year.

Supplies

Totes

- Supplies needed on a weekly basis for the lesson are provided in the supply totes.
- Supply totes are stocked with items used to fill the table totes. Anything not in the supply tote will instead come with the lesson tote that is sent a week ahead.
- The first month's lesson tote includes additional lessons for volunteers, magnets that are handed out, Small Talks and the monthly DVD. All of these items need to stay the entire month.

- Each week the following week's lesson tote is sent. By sending it out a week ahead, it allows a failsafe system where nothing is forgotten and everything can be double-checked.
- There are consistent items found inside The Rainforest tote each week. These contain any supplies needed for that morning's lessons. It includes any additional items that are not a part of the normal room supplies. For instance, if crayons are listed as a need for a lesson, they are already in that campus's supply tote. However, if the lesson requires washable chubby markers, those will come in the weekly tote. All these bags and any unused items are sent back each week.

Bathroom Policy

When handling children needing to use the bathroom, these policies should be followed:

- Never close a bathroom door if there is an adult with a child in the bathroom for any reason, even for something as simple as hand washing. Allow the door to remain open a few inches. This is for the safety of children and volunteers. If there is not another adult in the room, please call for help.
- It is in the best interest of The Rainforest children and youth volunteers (18 years and younger) that they do not assist preschool children in the bathroom.

Diaper-Changing Policy

When changing diapers, these policies should be followed:

- Diapers are always changed in the presence of another adult.
- Wear latex gloves for hygiene purposes.

Birth – 23 month Old Room

Responsibilities and Procedures

In the Birth – 23month Old Room, needed volunteer roles include Coaches and Caregivers. The Rainforest Coaches and Caregivers are asked and encouraged to arrive 30 minutes before their service time begins each Sunday morning. They attend and participate in a 10-minute meeting (called Huddle). Immediately following the meeting the Coaches and Caregivers open their environment and prepare to welcome kids.

Caregivers/Coaches assume responsibility for babies and toddlers so that parents can attend worship or serve. During the hour, they are asked to keep the environment clean by wiping down all used toys/areas. This helps to have the room ready for the next hour. Diaper changes, feeding and naps may need to happen during this hour. Coaches are responsible for making sure they have the appropriate student-teacher ratios in the room and for contacting the Floor Coordinator if they need additional help.

2 Year-Old Room

Responsibilities and Procedures

Coaches check in the children, while the Small Group Leaders begin with the opening activities. The Small Group Leaders are responsible to be with the kids through small group/large group. They encourage and reinforce the Bible story through the activities provided in the totes each week. Coaches clean up and reorganize the room so that when the class returns from large group, they are ready to dive into the next activity.

3-5 Year-Old Room

Responsibilities and Procedures

Coaches check in the children, while the Small Group Leaders begin with the opening activities. The Small Group Leaders are responsible to be with the kids through small group/large group. They encourage and reinforce the Bible story through the extra activities provided in the totes each week. Coaches clean up and reorganize the room so that when the class returns from large group, they are ready to dive into the next activity.

Velocity

We believe that for elementary school kids, all of a sudden life begins to move really fast. But no matter how fast life gets, we have a God who is really BIG. To help students keep God as a priority while they grow, we emphasize three things—wisdom, trust and friendship. Before they reach middle school, we want all Velocity kids to learn that:

- They can trust God no matter what
- They need to make wise choices
- They should treat others the way they want to be treated

Volunteer Positions

Small Group Leader is responsible for:

- Creating an exciting learning environment using the lessons and materials provided
- Supporting the understanding of the children in their small group
- Being a direct link between the kids and the church

Host Team is responsible for:

- Warming up the hallway by meeting and greeting families with a friendly smile.
- Answering questions and lead new families to their small group classrooms.

Coaches are responsible for:

- Overseeing Sunday morning environments
- Walking the hallways and being available when needed by small group leaders (for example, getting more supplies, helping with behavioral concerns, connecting with security at appropriate times, monitoring bathroom and drink breaks, etc.)
- Being the general go-to person for questions/comments or concerns that volunteers or families may have in the Velocity environment. They are responsible for relaying those questions/comments or concerns to the Children's Ministry Director.

Substitute Small Group Leaders are responsible for:

- Being asprepared as possible so that even in the regular Small Group Leader's absence, the small groups can learn and grow together.

Materials and Supplies

Lessons, Supplies and Rooms

Lessons

Lessons arrive at the beginning of the month already edited and ready to use. Extra copies of the lessons are sent for volunteers to take home and review before teaching. These are printed by campuses that have a Children's Ministry Director.

Totes

Supplies needed on a weekly basis for the lesson are provided in the supply totes. These are stocked with glue-sticks, markers, pencils, scissors, crayons and pens. Anything not in the supply tote will come with the lesson tote that arrives a week ahead.

The first month's lesson tote, includes signs that state that month's Life App and Bible verse, and the monthly DVD. All of these items remain at the campus for the entire month. Each week's lesson tote contains the activities used for each Sunday. They contains bags labeled Plug In, Power Up, Rewind and Memory Verse/Prayer. All of these bags and any unused items are sent back each week.

Application/Background Check

If a potential volunteer is under the age of 18, the volunteer must complete a Student Covenant before they join the team and begin serving. For adults who are 18 and older, a background check must be completed and approved before beginning to serve in Velocity environment. Under no circumstances should any volunteer of any age be permitted to serve unless they are an approved, background-checked volunteer with paperwork on file. We seek to create a safe, secure environment where children and adults are not hindered in any way from forming a healthy relationship with God and His church.

Curriculum

Overview

We break down Velocity into different grade levels but the lesson names are the same, though the activities will be different.

Plug-In

These activities are designed to "break the ice" with kids as they come into the small group area each week. These activities also transition very nicely into the large-group video time, connecting the Life Apps to the videos.

Large Group Video

Small groups combine to watch the Bible come to life in 252 Basics' dramatization of the monthly virtue and Bible story. This is a low-key time for kids and Small Group Leaders to sit back and relax while Bible truths are presented in engaging and meaningful ways. These videos are approximately 10-15 minutes long and correspond with the theme of the month (kindness, joy, forgiveness, etc.).

Rewind

This activity is used to review the Bible story the kids have just heard during the Large Group Video. The review happens in a variety of ways, engaging kids in fun and active learning.

Power-Up

This portion of the lesson revisits the concepts and ideas learned and reviewed in the Rewind session and Large Group Video activities. Power-Up meaningfully connects the concepts and ideas to each child's daily life. Through games, art, writing or discussion, this activity is an essential part of what makes Velocity's small groups meaningful.

Memory Verse

During Memory Verse activities, kids are challenged in various ways (games, team-building opportunities, writing, reading, etc.) to memorize the verse of the month. Memorizing these verses helps them recall the Life Apps and basic truths during everyday situations so that they can apply those principles and truths to their situations. Memorizing Scripture also helps kids know who they are in Christ and what it looks like and means to be a Christ-follower.

Prayer

Our goal for prayer time in Velocity is to teach every kid that talking to God is just like talking to a friend. Prayer time within a small group is a meaningful and real time for leaders to share from their hearts and show by example how to pray. The activities and experiences for prayer time change according to each lesson and present kids and leaders with multiple ways of expressing themselves in prayer.