



Children's Ministry Reopening Guidelines

October 2020

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Dear Parents/Guardians,

Due to COVID-19, we pray and hope for a day when we can gather together again in person without any restrictions. Until then, we pray for your understanding and grace as we prepare the safest environment we can provide for your children.

In Christ,

Sonya Yee, Director of Children's Ministry

Children's Ministry Advisory Council:

Liz Kinsfather, Shey Madrid, Sharon Parker, Ben Reynolds, and Alyssa Shidawara

Special thanks to our faithful staff and dedicated volunteers. Without you and your service, our ministry would not be possible.

Health & Safety Guidelines

Our ministry is committed to providing a safe and healthy environment for all children to engage in spiritual formation. Our team is working hard to follow all of these Health & Safety Guidelines. These guidelines have been created with guidance from the Center for Disease Control (CDC), and other local churches and schools to ensure the safest environment possible as we care for your children.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/prepare-safe-return.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html>

- Children who have been in contact with anyone presenting a contagious illness, or who have symptoms of an illness as defined on the Well Child Policy (pg. 7), will not be allowed to enter the building.
- Temperature checks will be administered at the door of the Children's building for all parents, staff, volunteers & children, using a touchless infrared thermometer. Temperature must be below 100 degrees to enter the building.
- Masks are required for all children over the age of 2 (with the understanding that some young children may not wear their mask during the entire service) and all adults (unless one has an underlying medical condition that prevents the safe use of a mask) at all times, to be worn over the mouth and nose. If you do not have a mask, limited childrens and adult sizes will be made available at check-in.
- A touchless, automatic hand sanitizer dispenser will be available at check-in for all children to sanitize their hands before entering the building.
- Teachers are encouraged to wear face shields and vinyl (latex-free) gloves in addition to a face mask when serving.
- Classrooms will be sanitized thoroughly before, during, and after each service.
- Frequent hand washing for everyone is highly recommended and will be implemented with the children.
- Hand sanitizer will be available in every classroom for use with teacher assistance.
- Activities will be carefully chosen to minimize contact, with recognition that distancing between young children is not entirely possible.
- No worship or music program will occur at this time.
- The playground equipment will be sanitized before and after service. Playground access will be limited to one classroom at a time during service. The playground will not be open before or after service.
- At this time, no snacks will be provided by the church for children over the age of 2.
- Peanut free snacks for children under the age of 2 are permitted and must be clearly labeled with the child's first and last name. Labels will be provided for those who forget and Happy Baby Puffs (gluten, dairy, soy, and nut free) are available for babies upon parent approval.
- Please do not send any personal snacks or meals with children over the age of 2 at this time. Our primary objective is to provide a safe environment in which to learn and limiting mealtime distraction is best for everyone.
- The water fountain in the hallway will remain closed.
- Children are encouraged to bring their own personal water bottle/sippy cup clearly labeled with their first and last name. Labels and one time use plastic water bottles will be provided for those who forget.

Updated Procedures for Parents/Guardians

1. RSVPs will be emailed and are required in advance for each child in order to attend service (Google forms RSVP due by 9:00PM the Saturday prior). We will reserve slots for new guests. However, if you know in advance that you will be bringing visitors, please have them pre-register to ensure we have adequate staffing. If circumstances change after RSVPing, please let us know. If your child will NOT be attending our service, contact Sonya at (480) 330-6187 as soon as possible to allow for other children to join our service.
2. For the time being, classroom sizes will be fixed at predetermined child-to-teacher ratios in accordance with room occupancy limits in order to maintain a safe environment and proper attention to each child. Although we expect to provide adequate staffing according to pre-registration numbers, priority will be given to children of staff and volunteers if we are over capacity. If you arrive without an RSVP and we are at maximum capacity, your child will not be able to be checked into our ministry but they are more than welcome to attend worship where we have one time use sanitized activity bags.
3. **Check-In:** Check-in will be open from 15 minutes before service begins to 15 after service begins (4:15-4:45PM). Check-in closes at 4:45PM, any late children will not be accepted. Children can only be checked in by an adult. We will have a pre-printed tag for each child (from the RSVP) with a matching coded tag for parents.
 - Families are asked to wait 6 ft. apart outside the Children's building. Designated markings will be indicated on the ground. Only children may enter the building at this time, they will be escorted by a teacher into their classroom. Parents are asked to remain outside.
4. **Check-Out:** Children are expected to be picked up within 5 minutes of the service ending.
 - Families again are asked to wait 6 ft. apart outside the Children's building for pick up. Designated markings will be indicated on the ground. Parents are asked to remain outside. Children will be escorted by a teacher and brought to their parents.
 - No child will be permitted to leave without the matching coded tag received at check-in. Should you misplace your pick up tag, it is our policy to photocopy a valid form of ID to verify identity. Children must be picked up by a parent or designated adult. Siblings and other children are not allowed to pick up a child.
5. For parents attending worship with their young children, a sanitized Cry Room is available for use in the Worship building. For those who wish to bring their children outside, a speaker is placed outdoors to listen to the service.
6. Each week we will continue to provide sanitized activity bags for children attending worship with their parents. These include a small snack; applesauce pouches for children under 5 and fruit strips for elementary aged children.

Our Safety Commitment to You

Staff/Volunteers: Staff/volunteers displaying symptoms of a contagious disease or who have been in contact with someone who has a contagious disease will be asked not to serve until symptoms are resolved according to the Well Child Policy (pg. 7).

- Our staff and volunteers are thoroughly screened through the application process and interview. They must undergo ongoing background checks with continuous comprehensive training.
- All teachers wear a Spring name tag to be easily identifiable for safety purposes.

Adults: Parents and other adults (except for our certified background checked volunteers and staff) are not allowed in the classroom during service. For new guests who would like to observe inside a classroom, you must fill out a visitor form and leave a valid form of ID.

Security: The Children's building is locked 15 mins after service begins and remains locked for the duration of the service. The playground is secured with a locked gate surrounding the entire play area. We also have a team of security individuals that have completed safety training. At each gathering, a security volunteer patrols the property grounds during the whole service in order to ensure the safety of everyone.

Emergency: In case of emergency or evacuation, all staff and volunteers have been trained in appropriate procedures and emergency preparedness plans. A CPR certified staff member is on the property at all times and a first aid kit can be found in each classroom. Periodically, emergency drills are practiced with the children and parents are always notified ahead of time.

Allergies/Medical Conditions: If your child has a specific or severe allergy (requiring an epi-pen) or pre-existing medical condition (i.e. asthma, diabetes, etc.), please notify staff upon arrival each week. Blue wristbands are provided for any medical or allergy alerts.

Restrooms: Restrooms will be sanitized before and after every gathering. All restrooms in the Children's building are off limits to all adults during worship. They are checked before and after service to ensure the safety of our children. Should a child need assistance, the teacher must call for another teacher to be present while the door remains open. Teachers may help with basic needs such as pulling pants up/down, buttoning/zippering and a parent will be called if there are additional needs. Then, the parent must take the child to the restrooms in the Worship building.

Diapering: Diapers are changed only by a teacher who has completed proper diaper changing training. Another teacher must be present in the room during the diaper changing.

Media Release: The Spring routinely uses media in the form of photographs and videos (taken by Tracy Battaglia with Fully Alive Photography or upon request by other staff members). These photographs and videos are often used for informational or news-related purposes of a child participating in church or church-sponsored activities and organizations that appear in church publications such as but not limited to printable materials, service/web slideshows, newsletters, our website, and social media accounts for the Spring's advertisement and/or congregation enjoyment. Any parent/guardian may prohibit this release by delivering a written request to the Children's Ministry Director within one week of the date of enrollment. Children without a release would sit out of group activities where photography is present.

Updated Well Child Policy

If your child is feeling unwell, please remain at home. We cannot accept any child who is in violation of our policy. While under our care, if a child displays any of the illnesses listed in this policy, they will be moved into isolation and asked to be picked up immediately. Thank you for loving your neighbor well.

Fever: Fever free for 24 hours without medication

Vomiting/Diarrhea: Episode free for 24 hours

Strep Throat: Started antibiotics 24 hours before attending

Nasal Drainage: Do not attend if child has clear, white, green or yellow drainage; a cold begins with a clear runny nose and the first 3-5 days are the most contagious (allergies excluded)

Sore Throat/Cough: Do not attend with a sore throat, croup, or persistent coughing associated with respiratory infection (allergy or asthmatic symptoms excluded)

Pink Eye: Attend only after 48 hour of antibiotics, no matting or drainage occurs, and the child is no longer rubbing the eye

Chicken Pox: All spots must be scabbed over and the child is no longer scratching or touching scabs

Rash: Children with unexplained or contagious rash should not attend (not including diaper rash)

Lice/Other Infestation: Children should not attend until after completing treatment and all live lice and visible nits have been removed

Contagious Illnesses: Do not attend if you or your child has a contagious illness or have been in contact with someone who has had a contagious illness; i.e. COVID-19, flu, hand-foot-mouth, impetigo, ringworm, etc.

COVID-19: The person(s) should remain at home for 10-14 days if they have had exposure to a confirmed case of COVID-19 or you or someone in your household have tested positive for COVID-19. The exception would be if someone has had a negative test result for COVID-19 5-7 days after the exposure.

If from 1-14 days after attending Spring Kids, you or your child test positive for COVID-19, please contact church staff and notify us immediately.

Note: A parent will be notified to pick up their child if they are inconsolable for more than 10 minutes. Before this occurs, other teachers are asked to assist in the situation. Calling a parent is our last resort.

COVID-19 Resources

To find out more information about the symptoms of COVID-19, please click the link below:
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

To learn more about mental health and COVID-19, please click the link below:
<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/managing-stress-anxiety.html>

To see the Maricopa County guidance for schools reopening, please click the link below:
<https://www.maricopa.gov/5594/School-Metrics>

To view the Arizona Department of Education guidelines for reopening, please click the link below:
<https://www.azed.gov/covid-19/covid-19-roadmap-reopening-schools>

The Spring leadership continues to monitor the COVID-19 virus closely and will modify any in person gatherings as necessary.

