

HEALTH AND SAFETY DOCUMENT

VOLUNTEER STAFF - Every volunteer must go through an application process that includes background checks, minimum attendance at Grace, and personal references. We ensure that their personal faith aligns with the beliefs of our church, and they receive training specific to the age group under their care.

NEW VISITORS-Please see an attendant at our Welcome/Registration counter so that we can be sure we have all the information we need to take care of your child.

CHECK-IN SYSTEM – Designated, age specific tables provide an area for attendance taking. The process is simple; sign the child in on the sign-in sheet, write the child's name on the larger side of the sticker name tag and place it on their shirt. The parent side with a corresponding number must be presented in order for the child to be released. Parents of nursery aged children will receive a pager that will alert them if parental help is needed. The digital number box at the front left side of the platform is used to alert preschool parents.

TWO-ADULT RULE - We require our volunteers to observe a "two-adult rule," which means that at least two adults must be in a room with your child at all times.

VOLUNTEER/CHILD RATIO – Our ratio for any given age group helps to ensure that our classroom environments are safe and secure. We prefer not to overcrowd classrooms and ask that you respect this safety measure.

SNIFFLES, FEVER, OR OTHER SICKNESS - Only well children are admitted to our programs. If your child is exhibiting symptoms of illness such as fever, sniffles, cough, diarrhea, skin eruption or bloody sore, or obvious malaise indicating a possible onset of illness, he/she should be kept home for at least 24 hours after symptoms subside. This helps insure the health of both children and volunteers within our environment.

CLEANLINESS - Volunteers and children are required to wash their hands frequently. Latex gloves are required when changing a diaper. Toys and equipment are disinfected and all crib liners are changed between uses.

EVACUATION – Our evacuation plan has been designed by a safety and security team and has been approved of by the local fire department. We are confident that our plan is safe and enables a quick emergency exit plan. In the event of an evacuation, DO NOT go to the children's wing, this will only hinder the evacuation process, causing increased risk to you and the children in our care. Your child will be waiting for you outside with his/her teachers.