

# LifePoint Church Childcare Policy

LifePoint Church values and understands that sometimes for parent(s) to be able to attend specific ministry events, they need a place for their children. Below is a list of the guidelines for requesting and using the dedicated childcare rooms at LifePoint Church.

## Reserve the Rooms

- The dedicated Childcare room(s) can be found downstairs – room 016/017
- When scheduling an event please request childcare rooms be reserved at the same time.
- If this is the first time you are requesting the rooms, please reach out to the LPKids team ([lpkids@lifepointchurch.us](mailto:lpkids@lifepointchurch.us)) so they can show you the childcare rooms and the amenities.

## Staff the Rooms with Volunteers

- To keep everyone (staff and children) safe we ask that at least 2 people (preferably over the age of 18 but at least 16) always be in the rooms with the children. All other volunteers must be at least 14yrs old.
- Any volunteer over 18 must have completed a LifePoint Church background check.
- The maximum child to adult ratios are:
  - Infant through 2 years old, 3:1 (maximum of 3 children for each adult)
  - Two years through 4 years, 5:1
  - Five years and up, 10:1

## Keep the Rooms Safe

- If providing snacks – please remember that all rooms located in LPKids spaces, including the childcare rooms, are peanut-free.
- No child should wander the building – bathrooms are located in the childcare rooms.
- Bathroom Policies:
  - For a preschool age child, if needed, assist with clothing while standing in the open doorway.
  - Encourage children to do as much for themselves as possible.
  - Stand with your foot in the door opening to monitor the needs of the child.
  - Team Members should never be alone in the bathroom with a child.
  - If a child needs additional help, a parent should be notified.
  - Children K-5 should go to the bathroom by themselves.

## Leave the Rooms ready for use by the next group

- See instruction sheet on the classroom wall for how to leave the room.

## Appreciation

- While we do not pay volunteers for childcare, you may occasionally request gift cards as a small token of appreciation (for example, \$5 to \$10). Christmas is a good time to do that.
- Remember to encourage high schoolers that volunteer to record their time for service hours!