



IMAGO DEI KIDS MINISTRY GUIDE

PURPOSE: Our hope is that every child would hear and experience God's love, grace, power with a response in worship and wonder.

GUIDELINES: The class Ministry Guidelines are designed to provide direction for parents, caregivers, and the serve team in the provision of a consistent and predictable environment that is caring and safe for children.

VISION: We see God rescuing, restoring & raising (training) up His sons & daughters for His glory, their good & His gift to the world through the movement of the gospel and multiplication of churches.

MINISTRY GUIDE:

Our hope is that every child would experience God's grace, love and power. We want kids to hear of God's greatness and respond in worship and wonder. As we grow up in this world, nothing is of greater value than knowing Jesus and being known by him. We want to create an environment where children are cared for and equipped for a life with God. We pursue a foundation of safety for the children to maximize the ability to focus on teaching them who Jesus is.

Childcare is provided for Sunday morning gathering times of 9:00 am and 11:00 am as well as our monthly Third Thursday prayer night at 7:00 pm.

AGES: We currently offer four different classes in our Children's Ministry:

- Nursery (Newborn - Crawling)
- Toddler (Walking - 4 years)
- K-2nd Grade
- 3rd-5th Grade

HOURS OF OPERATIONS: Childcare is provided for Sunday morning gathering times of 9:00 am and 11:00 am as well as our monthly Third Thursday prayer night at 7:00 pm. The classrooms will be open to receive children 15 minutes prior to the beginning of the event and remain open until 15 minutes following the end of the event.

CURRICULUM: All classrooms are organized around the Lifeway Gospel Project Curriculum. Lifeway's view of the bible is "not a collection of stories but one story of God's plan to rescue His people from sin and death. It is the story of redemption, the gospel message of Jesus Christ". Imago Dei is aligned with this view and teaches it in the classrooms.

MINISTRY ROLE AND RESPONSIBILITY

EXPECTATIONS FOR PARENTS:

Imago Dei is here to partner in the discipleship of your child(ren). As the parent, you are the primary discipler of your child(ren). Have conversations about what they would have learned in their class and what they learned about Jesus. Help them memorize the memory verse given each month. As their parent, you are always welcome to check the child out of the classroom for worship, baptisms, or any big moments. Feedback is always welcome to your coordinators or you can ask the teachers for feedback about your child, how they are doing in class and what they are learning.

Please refrain from bringing your child to class when they are sick. Inform the teachers of any special instructions they might need to know about your child, such as allergies. Please do not assume that every teacher knows your child. Ensure your phone is on vibrate in the gatherings, so that you may be contacted if you are needed by your child.

EXPECTATIONS FOR THE SERVE TEAM:

It is important that we create a safe and loving environment for our students. As a teacher, you are disciplining and equipping kids in our community for the Gospel. You have a responsibility to study and understand the curriculum's passage before teaching it. That means that the curriculum is just a guide or tool, not handcuffs that is binding us to its will. That means you should not depend on the curriculum outline alone nor its questions. We are trying to help our students not only understand who God is, but also know Him intimately that they may Behold Jesus, Become more like Him, and Display Jesus to the world. Therefore, trust in the Spirit's leading and begin adding some meat to the curriculum by asking deeper questions.

Screening: All servants must fill out our servant team [application](#), have a phone or in-person interview conducted by our Family and Life Director (Edwin Martinez), and attend the training. Furthermore, servants must participate in a nationwide background which will be renewed once a year, and sign that they have read and understood our safety policies. Servants will also receive a copy of safety policies.

Involvement: all kid's ministry servants are asked to commit to God, his word, his mission, and their calling as disciples who make disciples that make disciples. That means they are expected to still attend the main gathering before or after service with kids. They are also expected to attend and be part of a missional community.

Positions & Commitments: It is important that you are committed to God, his word, his mission and your calling as disciples who make disciples that make disciples. Remember that consistency is important to a child.

POSITION	COMMITMENT	NEEDED
Coordinator	6 MONTHS	EVERY WEEK
Lead Teachers	6 MONTHS	EVERY WEEK
Co - Teachers	6 MONTHS	EVERY OTHER WEEK
Teacher Helpers	6 MONTHS	ONCE OR TWICE A MONTH

Media: You are expected to glorify God in all you do and uphold the kids safety in every area of life, including your online presence. Please be aware that our lives are no longer private on social media. Parents, our youth and your non-believing friends are watching what you post. Please keep the children's safety in mind and do not post photos of the children in the classroom. Group photos are generally appropriate. However, it is expected that you will not be on your phone while serving in the kids classroom.

Professionalism: Arrive physically and mentally prepared to participate in the activities of that day and come ready to be attentive to our student's need. It is no longer about you, but about our children's deepest need for Christ. Serve team members must wear appropriate clothing and show an appropriate amount of respect and professionalism when they are serving in any kid's ministry. It is prohibited to be under the influence of alcohol or illegal drugs while serving in any program. Profanity, inappropriate jokes, harassment, and social media are prohibited as well. Please be dressed in a manner that is practical for working with children without being revealing.

Staff and serve team members will respect children's right not to be touched in ways that make them feel uncomfortable or disregard their right to say no. In other words, no inappropriate touching of any child, whatsoever.

Wellness: For the safety of the kids in service, Parents are asked to keep their kids out of kid's program if any of the following symptoms in the past 24 hours:

- Fever
- Diarrhea
- Vomit
- Rash
- Croup
- Severe Cough
- Pink Eye
- Or any other contagious sickness

The same policy is set in place for our servants. If you are sick and unable to serve on your scheduled weekend, please first try to find an approved sub then contact a coordinator.

Emergency: In case of an emergency, call 911 immediately and notify a staff leader. Take a count of all the kids in the classroom. Each classroom will have an individualized emergency plan. You must read over the emergency plan and be well versed in each situation. Evacuation Safe Area: In the event of any emergency that requires an evacuation, family reunification will happen at [insert location]. In the event of an off-site evacuation, family reunification will happen at the Smart's Family Home located at 13107 Coldbrook Ave. Downey, CA 90242.

PROCEDURES

Cry Policy: Staff will first ask the parent/guardian if they have any preferences for their child specifically. If given no specifics, a parent/guardian will be contacted after 20 minutes of crying.

Discipline Policy: If after a few warnings to the child the behavior continues, then they will be placed on an age appropriate time-out. Parent/Guardian is contacted if behavior continues after a time-out has been issued. Please notify staff of any specifications we can honor you with in regards to this.

Diaper/Bathroom Policy: Only female staff change a child's diaper. Unless otherwise instructed by parent/guardian, the child's diaper will be changed during each service time. A female staff member will help toddlers with restroom use if needed or wait by the bathroom until the child is all done to ensure hand washing. Older children are sent to the bathroom in same-sex pairs and staff keep watch from the classroom to ensure they are safe.

Evacuation Safe Area: In the event of any emergency that requires an evacuation, family reunification will happen in the main room. In the event of an off-site evacuation, family reunification will happen at the Smart's Family Home located at 13107 Coldbrook Ave. Downey, CA 90242.

Mandated Reporting

All servants who interact and oversee kids (all those under the age of 18), who become aware of child abuse must immediately report the matter to DCFS along with the staff member in charge of the kids program. DCFS can be contacted at (800) 540-4000. After this, an incident report needs to be written and filed. DCFS must be called within 36 hours. When in doubt, report.

Upon the completion of a [written](#) or [digital](#) report of child abuse at Imago Dei Church, the lead pastor, or his delegate shall ensure the appropriate investigation as required by California State law. During the ongoing investigation, the matter is to be completely confidential. If the matter occurs on the church property or during an Imago Dei Event, the parent(s) must be notified right away.