

## **KIDCARE POLICIES**

The purpose of church kidcare is to provide young children with a safe, nurturing playtime environment while their parents or guardians are participating in church activities.

For accountability and good stewardship, to avoid overcrowded classrooms, and to provide quality kidcare for our children, the following policies are in place.

- No kidcare will be provided without ministerial staff approval.
- A schedule for ongoing children's activities and church kidcare availability will be determined by the ministerial staff.
- Occasional Church Kidcare Nights will be scheduled for social events.
- We encourage committees and planning teams to schedule their meetings during weekly children's ministry and church kidcare times, and make kidcare reservations.
- Kidcare will only be provided for parents and guardians who are attending church organizational, church calendared events that are scheduled at least two weeks in advance.

### **Church Kidcare Nights**

For parents and guardians attending church organizational, church calendared social events.

- Maximum scheduling is three hours.
- May run no later than 9:30 pm during the week and 8:30 pm on Saturday.
- Reservations must be at least 5 days in advance.
- Those who wish to reserve within 5 days of the event will be placed on a waiting list and notified by the kidcare coordinator if an opening is available.
- A deposit may be required to reserve kidcare.
- If a family must cancel, the deposit may be refunded if 24 hours notice is given, and the cancellation is filled by someone on the waiting list.

### **Securing Kidcare For A Particular Ministry or Social Event**

If kidcare is needed at a time that is unscheduled, the following procedure is available:

- A Hillcrest Baptist Church Activities Request Form (Blue Sheet) may be filled out by the leader of the planned event and turned in to the church office (also available on website).
- The form is then subject to ministerial staff approval.
- If approved, the event will be placed on the church calendar.
- If kidcare is approved, the leader may enlist kidcare workers through a pre-approved list, within the limits and guidelines of the Hillcrest Kids Ministry Manual.