



**CHILDREN'S EDUCATION
MINISTRY
PARENTS GUIDE**

Note from Children's Education Ministry

Hello Parents,

It is a great blessing to be able to serve you in this ministry. The calling to grow our children in the knowledge, wisdom, and love of our God is a great responsibility embedded in scripture. Proverbs 22:6 says, "Train up a child in the way he should go; and when he is old, he will not depart from it."

We are deeply committed to the calling of teaching children the word of God. We are honored that you've entrusted us with such an important part of your children's spiritual journey.

If you have any questions, comments, or suggestions, please call 417-689-3997 or email cobbj002@gmail.com.

In Christian Love,

Children's Education Ministry

Our Ministry

- ✓ We have bible class every Sunday morning and Wednesday evenings.
- ✓ Class Times
 - ✓ Sunday mornings: 9:30am - 10:15am
 - ✓ Wednesday evenings: 7:00pm - 7:45pm
- ✓ Classes are divided into the following groups:
 - ✓ Cradle Roll
 - ✓ 2-3 Year Olds
 - ✓ Pre-K
 - ✓ Kindergarten
 - ✓ 1st-2nd Grade
 - ✓ 3rd-4th Grade
 - ✓ 5th-6th Grade
- ✓ We highly encourage children attend both Sunday and Wednesday classes as the curriculum is the same for both class times, but we also understand if you are only able to come to one of the class periods.
- ✓ We have a separate team of teachers for Sunday and Wednesday classes.

Our Class Time

- ✓ Each class time utilizes the following activities: (may vary by age group)
 - ✓ Bible lesson
 - ✓ Songs
 - ✓ Crafts

- ✓ Snack
- ✓ Games related to the curriculum
- ✓ Memory work (memory verses, bible books for 66 club, apostles, etc)
- ✓ Bathroom Breaks and Drinks:
 - ✓ We are willing and able to take children to the bathroom during class if the need arises. However, especially with the children of younger ages, we ask that you take the children to the bathroom before class time starts as well as getting a drink to prevent interruptions.

Our Teachers

- ✓ Everyone in the Children's Education Ministry have to meet each of the following qualifications:
 - ✓ Member of Sunset Church of Christ for at least 6 months
 - ✓ Completed and Passed background check
 - ✓ Committed to demonstrating the qualities of biblical character as laid out in scripture
 - ✓ Committed to following the leadership of the Elders of Sunset Church of Christ
- ✓ Each class consists of one lead teacher and at least one teacher's assistant, depending on the number of children

Child Safety

- ✓ Once class starts, as per our Child Safety Policy, the door to the classroom will be shut and is locked from the outside.

- ✓ Our classes will always consist of two personnel, as per our safety policy.

- ✓ **Child Drop Off**

- ✓ We understand that time constraints happen and are sometimes out of our control, but we ask that you have your children dropped off at least 3-5 minutes before class time is supposed to start, so that they can participate in marking their attendance cards and getting settled before the class begins to allow the teachers to start on time
- ✓ If you arrive at the classroom before at least one of the teachers has arrived, we ask that you please wait with your child until they arrive.
- ✓ If you arrive after class has started, we ask that you knock on the door and wait for the teacher to let your child in before you depart for your class.
 - ✓ If you need to let the teacher know about anything specific about your child's needs, please let them know at this time.

- ✓ **Child Pick Up**

- ✓ We strive for classes to end at the scheduled time, but that does not always happen due to a number of circumstances. We ask that you arrive at the classroom as close to the end of class time as possible. The teachers will release the children to an approved adult (if you permit your children to be picked up by someone other than yourself, please make the teaching personnel aware at the beginning of class).

- ✓ We do allow children at the 4th, 5th, and 6th grade levels to dismiss themselves from class without an adult picking them up, with parental approval signed on the registration information cards at the beginning of the year at promotion.
- ✓ Make sure that you have all of your children's belongings, as well as the papers and crafts your child has obtained during class time. If any belongings are left behind in class and we cannot get them back to you that day, personal belongings will be placed in the lost and found cabinet in the hallway by the elevator on the main floor.

✓ **Behavior Policy**

- ✓ Behavior issues will be handled with gentleness and grace. We will not physically, verbally, or otherwise punish your children for misbehavior. Correction will only be given to maintain classroom safety and order. If there are any issues that occur during class time, they will be relayed in person at pickup or will be sent to you via text message or email if your children are approved to dismiss themselves.
- ✓ If the behavioral issues persist or we are not able to control the situation, or the child's actions are continuing to disrupt class or are threatening the safety of the other children, we will contact you during the service. **We will contact you by text message, so please have your phone available and on vibrate**

mode. If we are unable to contact you by text message, your child will be delivered to you by someone involved with the Children's Education Ministry.

Sickness Policy

- ✓ To protect everyone, all children and adults should be 24 hours symptom free of the following:
 - ✓ Fever
 - ✓ Cloudy or runny nose (with yellow mucous)
 - ✓ Vomiting or diarrhea
 - ✓ Inflamed throat or mouth (those with strep throat should be on antibiotics for 24 hours before coming to class)
 - ✓ Runny eyes
 - ✓ Coughing or sneezing
 - ✓ Symptoms of childhood diseases (scarlet fever, mumps, chicken pox, measles, whooping cough)
 - ✓ Skin infections (ringworm, impetigo, staph, or unexplained rash)
 - ✓ Open wounds should be properly bandaged
- ✓ **NO MEDICATIONS WILL BE DISPENSED BY TEACHERS. PARENTS MUST DISPENSE ALL MEDICATION**

