

OSLC Kids Connection Child Protection Policy

The following policy is intended to reduce the risk of child abuse or neglect of any young person participating in Our Savior Lutheran Church programs. This policy applies to all OSLC personnel, both paid staff and volunteers, who work with children.

1. A Criminal background check is done for all adults working with children.
2. When indicated by a reference and/or background checks, staff (volunteer and paid) who pose a threat to others or have a prior history of physical or sexual abuse against another person, will not be considered as a candidate to work with children at Our Savior Lutheran Church.
3. At least two adults must be present at every program involving children. One or more of these adults must be 21 years of age or older. The program cannot begin until the two adults are present.
4. Staff, both paid and volunteer, should arrive at least 15 minutes prior to the scheduled activity. They must remain at their assigned post until all children in their care have been picked up by an authorized person. No child should be released to find their parents or wait unattended for transportation.
5. Parents and guardians of children ages 3 through 6th grade must check-in their children for Sunday morning Kids Connection. They will receive a bracelet with a coinciding number on the sign-in sheet. The parent must bring this bracelet to the check-in area in order to pick the child up. No child will be released without a parent or guardian picking them up.
6. All parents and guardians will fill out a registration form listing emergency contact information, medical information needed for the child's safety (i.e. bee allergy) and food allergy information.
7. Parents and guardians are asked to not leave the facility of Our Savior Lutheran Church while their child is in Kids Connection.
8. Between the time of 9:15-10:45 a.m., only screened staff (paid and volunteer) are permitted in the education wing. This wing begins at the entrance to Luther Loft and includes the nursery, the Cove/music room and connecting hallways, the Underground and connecting hallways and Luther Loft. Parents taking their child to the nursery will be granted access to the nursery by the Kids Connection Check-in staff. There is a similar safety procedure in the nursery with a pager system.
9. All staff, paid and volunteer, must wear a Kids Connection Name Badge.
10. All volunteer candidates must be regularly involved at Our Savior Lutheran Church for six months or more before they will be considered for any ministry position involving contact with children and youth.



SLC Kids Connection Safety Policy

1. First aid kits are available in all teaching venues for Kids Connection.
2. Due to the severity of allergic reactions, Kids Connection is a 'peanut free' snack area.
3. Staff, both paid and volunteer, will prepare a 'Notice of Injury/Incident Report' whenever an injury occurs during a ministry function. Copies of the reports are located at the Kids Connection check-in area. A copy of this injury report will be given to the parent/guardian of the child and the Children's Ministry coordinator.
4. Staff, both paid and volunteer, are never to spank, hit, grab, shake or otherwise physically discipline anyone. Physical restraint should only be used to prevent an individual from physically harming himself or another individual.
5. Children ages 5 or younger, boys and girls, should be assisted as needed in the restroom by an adult female.
6. Should a child exhibit signs of illness, the child will be isolated from the other children and a volunteer will find/contact the parent/guardian of the child immediately.

