



REDEEMER KIDS

Guidelines

Redeemer Kids is committed to providing a safe and loving environment for our participants. Below are the guidelines that have been established to help accomplish this goal.

All staff/volunteers must:

1. Submit a release for a background check.
2. Submit an application for their position that includes references to be called.
3. Attend a *Safeguarding God's Children: Preventing Child Sexual Abuse* or take the MinistrySafe online course.
Staff/volunteers will retake this class every two years.
4. Volunteers 15 - 17 years of age will complete the application and attend the *Safeguarding God's Children: Preventing Child Sexual Abuse* course, accompanied by a parent/guardian, in order to serve with children.
5. Volunteers 13 - 14 years of age may serve in Redeemer Kids as teachers assistants with the permission of the Director of Redeemer Kids. Babysitting courses, such as those offered by the Red Cross or Safe Sitter, are recommended.

For the protection of children from any inappropriate behavior by a staff member or volunteer, and to protect staff members and volunteers from false accusations, the following rules have been established:

Two Staff/Volunteer Rule

1. Two or more staff/volunteers will be present when supervising one or more children.
2. Staff/volunteers should be able to see one another.
3. Doors should be open or windows uncovered when supervising children.
4. Restroom/Diapering Policy
 - Only female staff/volunteers will change diapers. Two people will be present when the diaper is being changed.

- Escorting children to the restroom will be done by two staff/volunteers, at least one of whom is female.
- At Redeemer, escorting children from upstairs means one volunteer walks the child downstairs and is joined by the coordinator. The coordinator and volunteer will accompany the child to the restroom.

Restroom/Diapering Policy (continued)

- Babies will be changed by a female nursery staff member on the changing table found in the back room of the nursery.
 - i. The staff member will leave the door open.
 - ii. Another staff member will observe during the diapering.
- Toddlers' diapers will be changed by female staff/volunteers using the same procedure outlined above.
- Toddlers who have been potty trained will use the single restroom on the main floor.
 - i. The staff member and the coordinator will be present during the time the child is in the restroom.
 - ii. The door will remain open.
- The Young 3's, Three's and Pre K classes will use the single restroom on the main floor.
 - i. A classroom assistant and the coordinator will be present during the time the child is in the restroom. Help will be provided by female staff/volunteers.
 - ii. The door will remain open.
 - iii. Young 3's will have an "emergency potty" upstairs in case they are unable to wait until they get to the main floor restroom.
- Elementary students will use the basement restrooms.
 - i. After determining that the restroom is safe, a class assistant will wait near the restroom door until the child emerges.
 - ii. These children should be old enough to close the stall door behind themselves and take care of their own toileting needs. If the child does need assistance, a female volunteer will provide the help.
 - iii. It is up to the assistant's discretion if they ask for a coordinator to be present while waiting for the child. This would be more likely when a younger elementary student is using the restroom.

Dads, moms and guardians are exempt from the two staff/volunteer rule when caring for their own child(ren) while serving with Redeemer Kids.

Report concerns to Casey Cisco at casey@redeemerrva.org or call her at 334-492-1718

