

Grace Community Church in Overbrook

Policy and Guidelines for Church-Sponsored Child Care

Policy #01-009

**Approved By the Church Cabinet
January 22, 2008**

Senior Pastor

Date

Chairman of the Congregation

Date

Policy

Policy and Guidelines for Church-Sponsored Child Care

Grace Community Church desires to provide a safe, healthful and God-centered environment where child care services are provided in an atmosphere of caring and love. In order to provide such an environment, several guidelines have been established.

The purpose of providing child care is to relieve parents or other family members of child care responsibilities during church-sponsored events so that those parents or family members can attend those events with the assurance that their children will be attended in a safe and hospitable environment.

Where the term “church” is used, it is assumed to mean Grace Community Church; and where the term “child care provider” is used, it is assumed to mean individuals who meet the minimum requirements to work with children and youth in the church and designated by the Chair of the Children’s Ministry Task Force to perform those duties.

1. All approved child care provided by the church is administered by the Children’s Ministry Task Force and its chair is solely responsible for the approval, implementation and coordination of child care activities of the church.
2. There will be no child care provided by the church without the express authorization of the chair of the Children’s Ministry Task Force or that individual’s designee. No other individual or group has the right to approve or arrange for child care within the confines of the church buildings or to use the church facilities for such a purpose.
3. Child care will be provided for all Sunday morning worship services held in the church and for all Sunday evening worship services held in the church.
4. Child care for any other service, event or activity must be specifically requested by the coordinator for the service, event or activity at least two weeks prior to the event. Such requests must be presented in writing or by electronic messaging to the Chair of the Children’s Ministry Task Force. A request for child care must be submitted even if the service, event or activity is held on Sunday morning or Sunday evening when child care services are provided unless the scheduled time frame for the service, event or activity exactly corresponds to the time frame when child care is provided for Sunday morning or evening worship.

5. Child care will be only be provided for children ten (10) years of age and younger.
6. Each child care provider must have completed background sheet and have been approved to work with children's programs by the church's Background Review Board.
7. Each child care provider who provides approved child care will be paid by the church at a rate within a range approved by the Church Cabinet and set by agreement of the Senior Pastor, Chairman of the Congregation and Business Administrator. Costs associated with child care services, other than those required for Sunday morning and Sunday evening worship, will be assigned to those groups or task forces who request the service and will be deducted from those groups' budgeted expenditures.
8. When approved child care services are provided, a minimum of two child care providers must be in attendance at all times. One of those two must be an adult.
9. All approved child care services must be provided within the confines of the church building and use the facilities of the church in providing those services.