



Early Childhood Safety & Security Guidelines

Leaders

We have a firm rule in RKidz that no one should ever be alone with a child. Our staff and volunteers abide by a two-leader rule always to guarantee safety.

Drop Off & Pick Up

- Parents must check their children into RKidz through one of the iPads and make sure they have a printed name tag before dropping off at classrooms.
- A name tag will print for your child that you will place on the back of their shirt so leaders can see it.
- A security tag will also print for you to keep until you pick up your child. This is how we know your child belongs to you.
- Security Requirement for Pickup:
 - Anyone picking up a child must be old enough to have a valid driver's license.
 - Parents must have their sticker for pickup, or they will be asked to show the valid driver's license.

Restrooms

- Toddlers who are potty training should try to go prior to being dropped off. To provide the best care and safety for our children, please follow these guidelines when children use the restroom:
- An adult leader should stand outside the restroom and wait with the outside door propped open. Make sure only one child is in the bathroom at a time and that children wash their hands after.
- If child asks for assistance, the leader may help to undo/re do clothing but avoid helping the child clean themselves.

Diaper Changing

Whenever you are changing diapers, leaders will follow these guidelines:

- Only adult leaders may change diapers.
- Diapers must be changed on changing tables only, with a disposable pad.
- Two leaders must be present in the room at the time of a diaper change.
- NEVER leave a child unattended on the changing table.

- Wear a new pair of disposable gloves with each diaper change.
- Dispose of the dirty diaper.
- Disinfect the diaper changing area and table.
- Wash or sanitize your hands after each diaper change

Wellness & Emergencies

If parents need to be contacted during a Sunday Service, the Coordinator will text the parent/guardian who checked the child in that day out of the service so please keep your phone nearby.

Because we care about all our kids and leaders staying healthy, children who show any signs of illness or the following symptoms should stay home.

- Fever: Must be fever-free without the use of medications for 24 hours
- Vomiting
- Diarrhea
- Chills
- Sore throat
- Any illness for which a doctor has prescribed antibiotics: Must be on the antibiotics for 24 hours before returning
- Very runny nose or bad cough
- Rash of unknown origin or that causes the child too much discomfort

If an illness is discovered after a child has been dropped off, the child will remain at a safe distance from other children and the Coordinator will reach out to parents immediately.