

FAMILY CHRISTIAN CENTER

Rescue, Restore, and Release – Luke 4:18-19

3510 Schneider Road
Toledo, OH 43614

www.aroundthefamily.com

Family Christian Center Child Check-In and Out Process

Your kids and their safety are important to us! We love their sweet faces and want to be diligent in taking good care of them while they are with us ☺ The procedures below help us do that.

Sunday Morning—STARTING MAY 25TH

1. Pre-check in is available in the lobby area before service from 9:45 – 10:00 AM. Go to the check-in desk in the foyer, and a children's ministry worker will print a label for the parent and each child being checked in.
2. The children can wear the label throughout praise and worship time or the parent can choose to wait and put the label on when the children are dismissed after worship. Children from birth – 3rd grade need to wear their label on their back. The 4th–5th graders can wear the label on the front of their shirt.
3. The parent will get a label as well with a matching code they will need to show their children's teachers when dropping off and picking up their children from their class.
4. When the nursery opens at 10:30 AM for newborns–3 years, the parent can take their child back to the nursery area. The parent needs to show the nursery worker that the code on both the parent and child labels match.
5. When the rest of the children are released around 10:45–11:00 AM, parents will take each of their children to their appropriate class, showing each teacher the matching labels. The teacher will be standing at their door to welcome your children. Any 2 ½ year olds in the nursery will be taken to the 2 ½ –3 year old class at this time by the teacher.
6. If your family arrives after 10:00 AM and misses pre-check in, you may check in your children in the foyer and then get appropriate labels at the check in center after praise and worship.
7. When service is over, pick up each child from his/her class, showing each teacher your family label with code, so they know the correct person is picking up the child. The parent must be the one to pick up the child.
8. If you lose your parent label, please show the teacher an ID to verify you are the parent.
9. If you need to leave service early, you can pick up your children at their classroom doors by showing the teacher your family label code.
10. If a parent is needed during service, your family code will be shown on the screen in the sanctuary along with the first 3 letters of your child's first name that needs attention. Please go to your child's classroom to see what help is needed.
11. After all the children have been picked up, the teachers will lock the classrooms.



“Jesus Christ the same yesterday, and to day, and forever.” – Hebrews 13:8

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12. Also, there will be someone stationed in the foyer during service if you need help with something.

Sunday age/grade breakdown:

**0 – 2 ½ years
grades**

**2 ½ – 3 Years
4th – 5th grades**

4 years – Kindergarten

1st – 3rd

Children transition into new class after their birthday for 2 ½–3 year old class and 4–K class. Children transition the first Sunday after Vacation Bible School in August for the 1st – 3rd grade and 4th – 5th grade classes.

Mother's Room Use: There is a sound proof Mother's Room located just outside the sanctuary for mothers who need to feed or calm their babies up to 1 year old anytime throughout the service.

Wednesday Evenings-- STARTING MAY 21ST

1. Parents can check in their children starting at 6:45 PM in the foyer.
2. Take children to appropriate class right after check-in and show matching family label.
3. Show label to the teacher after service to pick up children.
4. If you need to leave service early, you can pick up your children at their classroom doors by showing the teacher your family label code. The classroom doors will be locked during service.
5. If a parent is needed during service, your family code will be shown on the screen in the sanctuary along with the first 3 letters of your child's first name that needs attention. Please go to your child's classroom to see what help is needed.
6. After all the children have been picked up, the teachers will lock the classrooms.

Note: On choir nights, children will still be checked-in as usual and taken back to their class. Sharon will take those in choir at 7:15 PM and return them to their classes at 7:45 when choir is over.

Wednesday age/grade breakdown: birth – pre-K Kindergarten – 5th grade



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