




# PARENT HANDBOOK



Dear SWCC Parents,

Welcome to SW Kids! We're honored to partner with you in helping your child know, love, and follow Jesus. This handbook provides important information about our policies, safety procedures, and what to expect during your child's time in our care. Our goal is to create a Christ-centered, fun, and safe environment where your children can grow in their relationship with Jesus.

Thank you for trusting us with your child. If you ever have questions or concerns, please don't hesitate to reach out.

With joy,

Chelsea Friske  
SW Kids Director





# MISSION AND VISION

## **SWCC's Mission Statement:**

We exist to make disciples of Jesus Christ in the Roanoke Valley and around the world (Matthew 28:16–20).

## **SWCC's Kids Mission Statement:**

To partner with families in leading children to know, love, and follow Jesus.

We believe discipleship begins in the home, and we're here to support you as the primary spiritual influence in your child's life.

# CLASSROOM AGE GROUPS

Children are grouped based on their age and grade level:

- Infants/Crawlers (Under 1)
- Walkers (1s & Younger 2s)
- Younger Preschool (Older 2s & 3s)
- Older Preschool (4yr & Pre-K)
- Younger Elementary (K-2 nd )
- Older Elementary (3rd -5th )

Each August, children are promoted to their new class on Move-Up Sunday, aligned with the school year.

# CHECK IN/ CHECK OUT

To ensure safety:

- Check-in occurs at the SW Kids kiosks before service. Each child receives a name tag with allergy info and a matching security tag for the parent.
- Only adults (18+) with the matching tag may pick up a child.
- Please do not enter classrooms unless nursing a child (designated spaces are available).
- Classroom doors remain locked during service for safety.
- Please plan to pick up your child promptly after service ends so we can ensure a smooth and safe transition for everyone.

# HEALTH & ILLNESS POLICY

To protect all children and volunteers:

- Children must be fever-free for 24 hours before attending.
- Do not bring your child if they show signs of illness (fever, vomiting, diarrhea, rash, etc.).
- We are unable to administer any medication.
- Any bodily fluid incidents or injuries are documented, and parents will be notified at pickup.

# SNACK & ALLERGY INFORMATION

Please ensure that the correct allergy information is printed on your child's name tag.

- Please do not bring outside food or drinks into the classrooms.
- Preschoolers are offered church-provided, nut-free snacks and water only.
- For Elementary-aged children, snacks are only provided on special occasions.

If your child has food allergies or sensitivities, please notify the SW Kids Director.

# BATHROOM & DIAPERING PROCEDURES

- Volunteers follow strict safety guidelines when assisting with bathroom needs or diapering.
- Only female adults (18+) may assist or change diapers.
- We ask parents to take children to the bathroom before check-in when possible.

# BEHAVIOR EXPECTATIONS & DISCIPLINE

We strive to create a positive, respectful environment:

- Volunteers use positive redirection and clear expectations.
- Physical discipline, isolation, or time-outs are not used.
- Volunteers will communicate with parents about any concerning behaviors or incidents at pick-up. If a child's behavior becomes disruptive or unsafe, parents may be contacted during the service.
- We appreciate your partnership in reinforcing respectful behavior and kindness.

# CURRICULUM

We use Brite Curriculum, a gospel-centered, chronological Bible study designed to:

- Teach the story of the Bible
- Encourage personal faith in Jesus
- Provide practical life application

Lessons include storytelling, crafts, and activities tailored to each age group.

# SAFETY & EMERGENCY PROCEDURES

- Every classroom follows a two-adult rule: Two unrelated adults (18+) are present at all times.
- Volunteers are background-checked and trained in child safety.
- In the event of a medical emergency, our team is trained to respond and will notify you immediately.
- Minor injuries are treated with first aid, documented, and communicated to parents at pickup.

## COMMUNICATION & UPDATES

- Watch for monthly curriculum previews and special announcements.
- Visit the Family Resources page located on our website.
- You're always welcome to contact the SW Kids Director with questions or feedback.

## PHOTOGRAPHY

At SWCC, photographs and videos may occasionally be taken during children's ministry classes and events. These images may be used on the church website, social media platforms, or in other church-related publications.

- Children will only be included if parents/guardians have indicated that they do not mind their child being part of published photos or videos.
- If you would like to opt in, please notify the Kids Director or indicate so on your church center profile.
- If you do not opt in, your child will not be photographed for public use.

# HOW YOU CAN SUPPORT SW KIDS?

We love working with parents who want to be involved!

- Pray regularly for the children and volunteers.
- Keep your contact info and allergy/emergency details updated.
- Let us know if your child has specific needs, fears, or challenges—we want to love them well!

## CONTACT INFO:

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