

## Child Care General Procedures

It is the policy of FHCC that children not be allowed to roam the building unsupervised. Children should be with their parent / guardian or in supervised child care at all times. It is the responsibility of each Ministry Leader to either provide child care for their specific activity or to communicate to those involved that childcare will not be available.

If children are present at an event which does not provide supervised child care, they are to remain with their parent or guardian at all times. With sporting events, however, to minimize the possibility of injury, all children 10 years and younger are required to be in a supervised child care setting and should not be allowed to sit on the sidelines.

Ministry Leaders should request a room for child care when their activity is scheduled. A room assignment will be made by the Facility Coordinator and the children are to remain in the assigned room, unless they are supervised (i.e. bathroom breaks), until they are picked up by their parent or guardian.

There must be a minimum of two caregivers with the children, one adult and the other a minimum of 12 years old. Siblings must be 12 years old to watch younger brothers and sisters. (an assigned room is also required for siblings watching siblings)

It is each Ministry Leader's decision whether to compensate the caregiver or not, and if so, the amount. A fee of \$1 per child, per hour may be used as a guideline. Any payment should be made directly to the child care provider by either the parent / guardian or the Ministry Leader.

It is the responsibility of each Ministry Leader to see that this policy is enforced.

5/10/10

