



REDEEMER

kids

**PARENT  
HANDBOOK**

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# LETTER TO PARENTS

We are so excited to welcome your family to Redeemer Kids! Our goal is that Redeemer Kids would be Christ-Exalting, Child-Engaging, Purposefully Creative, and Really Fun, where children learn about their need for Jesus and see him as their only hope. It is an honor to be entrusted with caring for your children and consider the safety of your children to be of utmost priority.

In our classrooms, we strive to teach the gospel of Jesus and the truth of the Bible in a way that is developmentally applicable and fun for kids in each phase of life.

“ONE OF THE INCREDIBLE THINGS ABOUT A RELATIONSHIP WITH GOD IS THE WAY HE HAS SOMETHING UNIQUE TO SHOW US AT EVERY PHASE. JUST LIKE THE SAME DAD WOULD RESPOND DIFFERENTLY TO HIS THREE-YEAR-OLD THAN HIS 13-YEAR-OLD, OUR HEAVENLY FATHER SEEMS TO RESPOND IN DIFFERENT WAYS AT DIFFERENT TIMES SO WE CAN BETTER UNDERSTAND HOW COMPLETELY HE LOVES US.”

— *“It’s Just a Phase”* by Reggie Joiner & Kristen Ivy

We also believe that parents are the primary disciple-makers of their children and we commit, through encouragement and example, to support you in your endeavor to honor Christ as the shepherds of your children’s hearts. Please do not hesitate to contact us with any questions you may have about the Redeemer Kids Ministry.

- Redeemer Staff



# REDEEMER KIDS COMMITMENTS

## CHRIST EXALTING

We believe that Jesus changes everything. In our teaching, games, stories, and discipline, we are pointing children to the truth that Jesus is our only hope.

## CHILD ENGAGING

Redeemer Kids is more than a place for children to play under adult supervision. We seek to get on kids' levels to engage, play, and communicate. Our classrooms and lessons are designed to reach kids at their specific developmental level.

## PURPOSEFULLY CREATIVE

We believe our God is a creative God. Our desire is for every classroom to be filled with creative expressions of teaching and engaging with the Bible. Our teachers are empowered to be creative with their classroom space and use their unique gifts to the glory of God in that classroom.

## REALLY FUN

Play and positive experiences are essential to children's brain development and memory. We hope that kids are excited to come to Redeemer Kids, and eager to tell their parents about their time on the way home.

A young girl with glasses and a woman sitting at a table, overlaid with a warm yellow filter and text.

# SECTION I

VOLUNTEER  
ON-BOARDING  
& CHILD SAFETY

# VOLUNTEER SCREENING

The care and safety of every child who participates in Redeemer Kids is a top priority for our staff and volunteers. We have put policies and systems in place to protect the children in our classrooms. The on-boarding process to become a Redeemer Kids volunteer has several key steps. We want to create a culture of awareness and accountability amongst our volunteers.

*The following is a list of all measures in place to protect children in Redeemer Kids:*

- All volunteers must submit a background check before serving.
- All volunteers must complete the MinistrySafe Sexual Abuse Awareness Training.
- All Lead Teachers are required to be covenant members of Redeemer Kansas City.
- All Nursery volunteers must have regularly attended Redeemer for at least four months prior serving.
- Children are never alone with an adult. There must always be a minimum of two adult volunteers serving in a classroom at any given time. We also have a minimum of two Redeemer Kids Coordinators and one floater available each week to step into a classroom, whenever needed.
- We enforce specific policies for all staff and volunteers, such as never being alone with any number of children; only women helping with diapering and bathroom breaks; matching security tags with parents at pickup, and no cellphone use in the classroom, except for Lead Teachers during check-in and check-out.
- All Redeemer Kids classrooms and hallways have security cameras installed that continuously record footage.
- We have a Sexual Abuse Response Plan which includes immediately communicating all allegations to the proper authorities.

## CHILD-TO-VOLUNTEER RATIOS

Redeemer is committed to providing adequate supervision in all Redeemer Kids classrooms. Ratios are determined based on classroom structure, physical classroom space, and state regulations. Accordingly, the following ratios are in place and classrooms will be closed once they hit capacity.

Infants - 3 to 1

Toddlers - 4 to 1

2.5--3 Yrs - 5 to 1

Preschool - 8 to 1

Elementary - 9 to 1

*If a classroom is at capacity, our staff will consider an alternate room or shift volunteer positions to best accommodate your family.*

## EMERGENCY PROCEDURES

Redeemer Kids has procedures in place for power outages, fire, severe weather, and intruders. Lead teachers must follow all emergency procedures listed in their classrooms. In the case of an evacuation, each age group has a specific evacuation map posted in their classroom. Parents will be notified by staff, or pastor, as to where their children have been evacuated. For safety reasons, we ask that parents allow their child's class to fully evacuate before checking their child out of their classroom.

## VOLUNTEER CONDUCT

### SEXUALLY-ORIENTED CONVERSATIONS AND MATERIALS

Staff and volunteers are prohibited from initiating or participating in any sexually-oriented conversations with children. Inappropriate or explicit information regarding personal relationships, dating, and/or sexual activities is prohibited in all Redeemer Kids spaces. Staff and volunteers are also prohibited from possessing any sexually-oriented materials (magazines, cards, images, videos, films, etc) on church property.

### VERBAL INTERACTIONS

Harsh or threatening verbal interactions such as shaming, humiliation or degrading language are prohibited amongst volunteers or with children. Staff and volunteers strive to keep conversations encouraging, constructive and life-giving.

### PHYSICAL CONTACT

ALLOWED FORMS OF PHYSICAL  
AFFECTION:

Hugging kids on their level

Pats on the back

High fives

Fist bumps

Holding hands

PROHIBITED FORMS OF PHYSICAL  
AFFECTION:

Lap-sitting with children over age 3

Wrestling/horseplay

Tickling

Piggy back rides

Kissing (cheeks or otherwise)

Any sexual physical contact



*Any inappropriate physical contact, touching or displays of affection - or the suspicion of any of the above - should be immediately reported to a staff member.*

## **BATHROOM PROCEDURES**

We have several policies and procedures when it comes to bathroom breaks in Redeemer Kids. Toddler (walkers-3 yrs) and Preschool (4-5 yrs) classrooms take one group bathroom break during the Sunday School hour in the Redeemer Kids hallway; and one during Nursery for the toddlers. Children are never forced to use the toilet and toddlers-preschool children are never left unattended in the bathroom area. Female volunteers only step into the bathroom area if a child needs assistance. While toddler-preschool children are in the restroom, the door is left partially open for female adult supervision. If a female volunteer, or staff member, steps into the bathroom, the door is completely open for full visibility. "Accidents" in the classroom are handled by reassuring the child and completing the changing of underwear and/or clothing. Extra clothing and diapers are available as needed. Elementary classrooms do not take group bathroom breaks. Children are encouraged to use the bathroom prior to check-in. Since Sunday School is only an hour, elementary kids are encouraged to wait until class is over to go to the bathroom. If an Elementary child needs to go to the bathroom during Sunday School, they will be dismissed, but will be asked to use the Kids bathroom in the Redeemer Kids Hallway, regardless of age. For Elementary Kids, they must close the bathroom door behind them and no other child is allowed in the bathroom until they are finished.

## **DISCIPLINE**

It is Redeemer's policy that staff members and volunteers are prohibited from using physical discipline in any manner for behavioral management of children. No form of shaming or physical discipline is acceptable. This prohibition includes spanking, slapping, pinching, hitting or any other physical force as retaliation or correction for inappropriate behaviors by children. Children are to be disciplined using redirection and other non-physical methods of behavior management.

## REPORTING ABUSE OR SUSPICIONS OF ABUSE

### ZERO TOLERANCE FOR ABUSE

Redeemer is committed to providing a safe, secure environment for children and their families. We have zero tolerance for abuse of any nature. It is the responsibility of every staff member and volunteer at Redeemer to act in the best interest of all people in every program. To this end, any report of inappropriate behaviors or suspicions of abuse will be taken seriously and will be reported in accordance with Redeemer's plan of response and state law, to the police department, Child Protective Services, or other appropriate agency.

### REPORTING SUSPICIOUS OR INAPPROPRIATE BEHAVIOR

All observations of inappropriate behavior, including policy violations and neglectful supervision, must be reported immediately to a Redeemer staff member, Pastor, or Elder. Sexual abusers "groom" children for abuse, and all instances of "grooming" behavior by a staff member or volunteer must also be reported.

### RESPONDING TO REPORTED BEHAVIOR/ABUSE

When a report is made of any potential sexual abuse, the statement below should be made to the person giving the report, and the person receiving the report should fulfill the action steps listed below immediately.

**Action Step 1** - Reply: *Thank you for having the courage and integrity to come forward with this information. We have a protocol in place to allow us to care for these kinds of situations. What you have said will be reported to the Director of Sunday Schools, a Pastor, and a lay Elders. This team, along with any necessary lay professionals, will ensure that the appropriate legal authorities will be notified. This team will contact you and ask that you put what you have seen and/or heard in writing so that it can be a part of their report file. We ask that, until they notify you of the legal steps that need to be taken, you not share this information with anyone other than legal authorities who may inquire about the case. You have done a good thing that allows us to ensure that the children in our care are safe and protected. Thank you.*

**Action Step 2** - Once you have received this report of abuse, or have observed suspicious behavior, immediately report this to the Redeemer Kids Coordinator, the Director of Sunday Schools, a Pastor, or an Elder. It is possible we may contact you again during the process, but your identity will be protected as much as possible.

### SEXUAL ABUSE PLAN OF RESPONSE

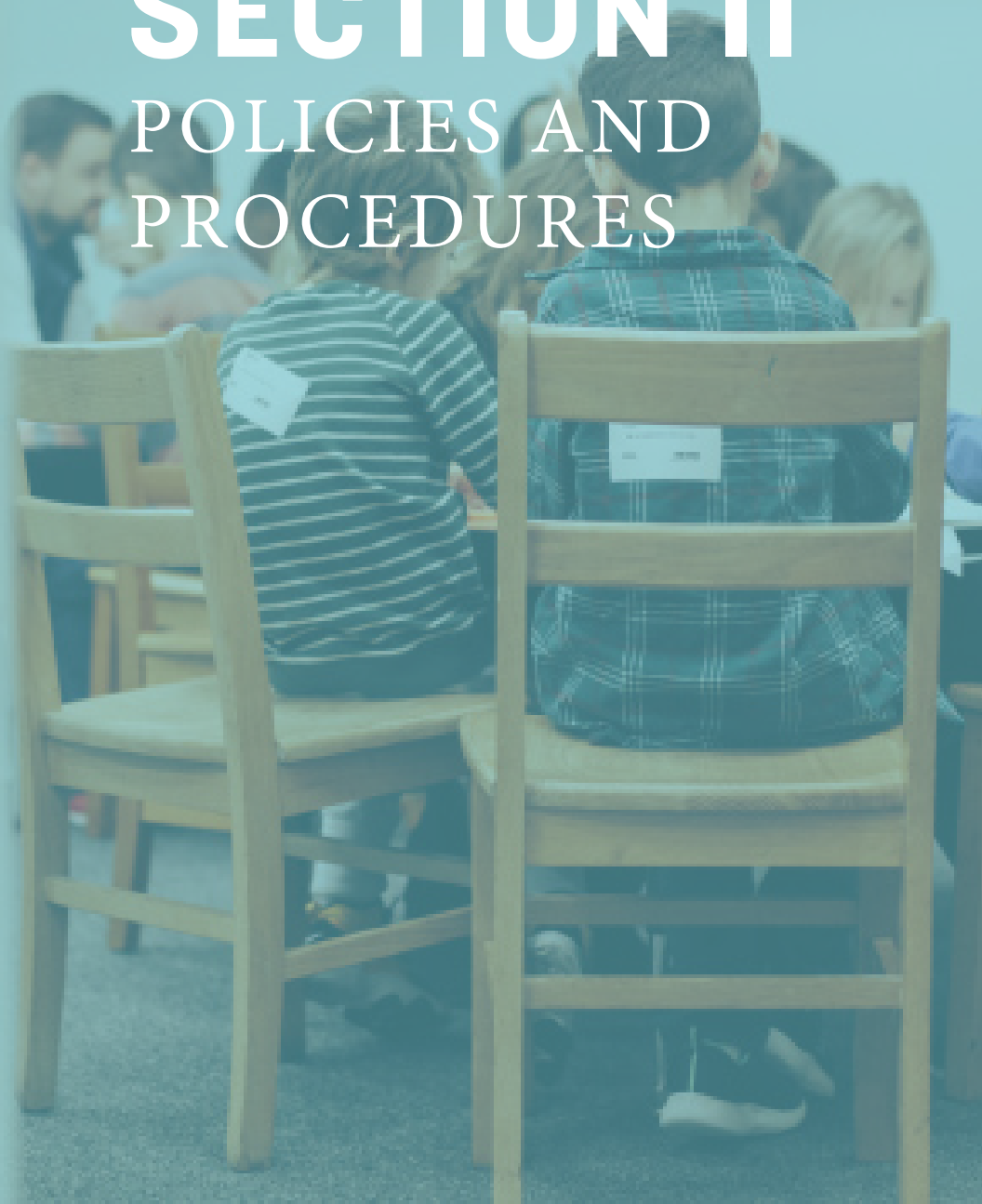
This plan includes: reporting to the authorities, determining if there are any other victims, providing support resources and pastoral care for each victim and their family, pastoral response to abuser, and appropriate communication to membership and the

public. This response plan will be executed by a Pastor and the Director of Sunday Schools, under the supervision of the Board of Elders.



# SECTION II

## POLICIES AND PROCEDURES



*The following policies are to always be followed by volunteers and staff in all Redeemer Kids spaces. Always report to staff if you find that another volunteer is not following any of these six policies.*

## **1. EVERY CHILD AND PARENT SHOULD BE GREETED AT THE DOOR.**

This time is used to connect with families, but most importantly to ensure children are properly checked-in to the classroom and given name tags. Specifically at drop-off, this ensures we are following our safety ratios and have everyone accounted for in case of an emergency or evacuation.

## **2. ONLY WOMEN ASSIST CHILDREN IN THE BATHROOM AND DIAPER CHANGES.**

Based on statistics, the majority of sexual predators are male, so we do not allow men to assist with diaper changes or help inside the bathroom. Male volunteers are encouraged to gather supplies for diaper changes, engage with kids who are waiting to use the restroom, or assist with handwashing at the sink.

## **3. ALWAYS CHECK FOR A CHILD'S ALLERGY TAG BEFORE SNACK.**

Be sure that children are allowed to have the snack you are giving them. All allergies should print on the child's name tag, and children with severe allergies will have a yellow sticker in addition to their name tag with more information on the allergy.

## **4. NEVER RELEASE A CHILD WITHOUT A MATCHING TAG.**

Parents/guardians always need to show a matching security tag in order to pick their child up. Be sure to say the code out loud and, if a sticker is lost, direct them to the RK Coordinator or a staff member to verify their ID and reprint it.

## **5. NEVER BE ALONE, OR ALLOW ANYONE ELSE TO BE ALONE, WITH ANY NUMBER OF CHILDREN.**

We require a minimum of two volunteers to be present with any number of children for accountability. If you need assistance in the classroom, be sure to notify the RK Coordinator.

## **6. NEVER USE YOUR CELL PHONES INSIDE THE REDEEMER KIDS CLASSROOMS.**

Cell phones are commonly used in the grooming process for sexual predators, therefore, we do not allow them to be used in Redeemer Kids. The only exception is for our Lead Teachers during check-in and check-out times. After that, they should put away their phones. We also prohibit volunteers from taking any pictures of children.

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# SECTION III

## WHAT TO EXPECT ON SUNDAYS



FOO

## **VOLUNTEER ROLES**

Each classroom has a volunteer that serves as the lead teacher, providing oversight in the classroom on Sundays and teaching weekly lessons and activities. Classroom helpers are assigned to specific classrooms to assist lead teachers and build relationships with kids. Service assistants are assigned to each service on Sundays to provide support and check in with classrooms throughout service to ensure things are running smoothly. Duos are volunteers in our special needs ministry who are paired one-on-one with a child in the classroom that needs additional support due to physical, mental, and/or behavioral considerations. RedeemerKIDS staff members include our preschool coordinator, elementary coordinator, and service coordinator, who ensure volunteers are adhering to policies and procedures while also building relationships with families and church attendees.

## **FAMILY CHECK-IN & DROP OFF**

Upon arrival on Sunday, please check your child in using the computers inside the first floor elementary hallway, or along the wall at the top of the stairs before entering the preschool hallway. Redeemer's Connections Team will assist first-time families in getting added to the system; after your first Sunday, you'll simply check in using your phone number and last name. The computer will print your child(ren)'s name tag(s), as well as a matching security tag. You will need to show that matching security tag to enter the hallway and to pick up your children from their classrooms. Please be sure to only check in the children who you will be dropping off in classrooms that day. If a child is checked into the system but not present in the classroom 40 minutes into service, we will page you to come back to the RedeemerKIDS hallway and check your child out for security purposes.

Families may begin dropping off their children 15 minutes prior to service and will be greeted at the door by the classroom lead teacher. If your child is nervous or sad about being dropped off, we will keep an eye on them throughout service and page you if needed. If you are dropping off a child and only one volunteer is present, please stay until a second volunteer arrives (note: this could mean there are multiple parents waiting with their children).

Parents/guardians may not stay in the classroom after dropping off their child unless it has already been cleared with a staff member. If you would like to join our Parent Sub Rotation and serve once per month, please contact a staff member so we can get you background checked. If you desire to regularly participate in any RedeemerKIDS classroom, you will be required to complete the RedeemerKIDS volunteer application and screening process.

## **FAMILY PICK UP**

The lead teacher should be stationed at the door as you come to pick up your child(ren) and will give a verbal report of their time in RedeemerKIDS. If you have lost your security tag sticker, please see a staff member to verify your ID and reprint it. Our classroom volunteers cannot release your child to you without the matching security tag.

## CLASSROOM CURRICULUM

### **BABY ROOMS** | *assigned by development*

The baby classrooms have a loose structure consisting of a few curriculum elements. There are five different stories accompanied by sensory activities. The lead teachers choose a good time to focus on that Sunday's lesson. Since all babies have different schedules and varying needs, this may look different from one Sunday to the next.

### **TODDLER ROOMS** | *assigned by development*

Lead teachers in toddler rooms will teach using the older toddler version of the "Children Desiring God: A Sure Foundation" curriculum. This curriculum uses repetition and big truths about God to help children develop a foundation of who God is. Organized activities, scripture memory, and songs are central to this age group's class time each week. The young toddler classrooms use six lessons from this curriculum that repeat eight times a year. In the older toddler classrooms, kids learn 13 lessons four times each year.

### **PRESCHOOL AND ELEMENTARY ROOMS** | *assigned by birthday/grade level*

Lead teachers for ages three years old through 5th grade use "The Gospel Project for Kids" curriculum. This curriculum takes our classes through the entire Bible in three years, pointing to Jesus in each story. In elementary, students spend time watching the video, completing a worksheet or packet, playing a game, and discussing in small groups. Small group structure becomes more and more prevalent as kids enter upper elementary and prepare to transition into Redeemer Student Ministry after 5th grade.

## THE REDEEMERKIDS CLASSROOM RULES ARE:

- Obey those who have the rule over you. — *Hebrews 13:17*
- A friend loves at all times. — *Proverbs 17:17*
- Forgive as the Lord forgave you. — *Colossians 3:13*

## STUDENT MINISTRY

### **6TH - 12TH GRADE STUDENTS**

Redeemer Student Ministry exists to cultivate a community of students who pursue the presence of God, and live on mission with God, together. We strive to see students transformed by the gospel of Jesus, and become disciples who are dependent on God, resilient as exiles in a post-Christian culture, and sent as witnesses to the world. We do this through weekly gatherings to study God's Word and worship together, monthly gatherings to play, pray, or serve together, and yearly camps and retreats for extended times of worship, discipleship, and fellowship. We do this through two primary spaces:



### **WEDNESDAY NIGHTS | 6:30pm-8:30pm**

Redeemer Students gather weekly on Wednesday Nights for fellowship, worship, teaching, and small groups. We meet from 6:30-8:30pm; with doors opening at 6:00pm for students to come early for games or to hang out. During our Wednesday Night service, students will gather as a large group for worship and teaching. Afterward, students will break into small groups based on age and gender to discuss the teaching and pray together. If you are in 6th-12th grade, we would love to have you join us on Wednesday! To find out schedule information for our Wednesday Student Ministry, email [students@redeemerc.kc church](mailto:students@redeemerc.kc church)

### **SUNDAY SCHOOL | 8:30am-9:30am**

Redeemer Student Ministry is committed to both intergenerational integration and parent empowerment; and we believe Sunday mornings provide a fundamental opportunity for both. Toward this end, our Student Sunday School consists of opportunities for both student specific classes and integration into Adult Sunday School Classes. Each year, Redeemer Students spend two trimesters in their own Student Sunday School Class and one trimester in an Adult Sunday School Class, alongside their parents and leaders. We invite all students, grades 6th-12th, to join us on Sunday mornings from 8:30-9:30am for Sunday School. Check out our 2023-2024 Student Sunday School schedule on our website, and for more information, email our Student Staff at [students@redeemerc.kc church](mailto:students@redeemerc.kc church)



# SECTION IV

## CHILD DEDICATIONS



## **CHILD DEDICATIONS**

Children are a beautiful blessing from God. A few times a year, we celebrate these gifts through Child Dedications. We are corporately thanking God for these lives and committing them to him. Parents realize that their children have been entrusted to them by God and are making a commitment to raise them to love him and to give them a Godly example of what it looks like to follow Jesus.

Not only is this a commitment for parents but it's also an opportunity for their family, friends, and members at Redeemer to stand by their side and make a commitment with them. God has not left parents to raise their children in isolation but has given us a church community. The scriptures talk in beautiful ways about how the church is like a family, where each of us are dependent on God and interdependent on each other as we follow Jesus together. We believe that raising these children is all of our responsibility. We affirm our calling as a church to pray for these families, serve them, support them, and point them to Jesus.

Child dedications are for members of Redeemer. For more information, contact us at [kids@redeemerkc.church](mailto:kids@redeemerkc.church).

**REDEEMER KIDS**

3921 Baltimore Ave  
Kansas City, MO 64111

*Redeemer Kids offers Sunday School Classes for ages birth-fifth grade and  
Nursery for ages birth-3 yrs (as available)*

Contact Us

kids@redeemerc.kc.church  
redeemerc.kc.church

