



SECURITY POLICY

North County Christ the King Church (NCCTK) seeks to provide a safe and secure environment for the children who participate in our programs and activities. By implementing the below practices, our goal is to protect the children of NCCTK from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers from false accusations.

Criminal Background Check: A national background check is required for all volunteers who work with or around minors at NCCTK. Before a background check is run, prospective workers will be asked to sign an authorization form, called Release to do Reference Checks and Criminal Records Check, authorizing NCCTK to run the check using an outside source. If an individual declines to sign the authorization form, he or she will be unable to work with minors. No background check will be run without the applicant's required signature authorizing it. Applicants also fill out a comprehensive application with references and have a personal interview before starting.

Child and Worker Supervision: It is our policy that a minimum of two unrelated workers will be in attendance at all times when children are being supervised during our programs and activities.

Age Specific Practices:

1. Infants through 2 years old may need to be patted, held, hugged and rocked. Only females are allowed to change diapers. Sometimes children need help buttoning up pants and belts or pulling up tights, but that is not done behind a closed door.
2. Three year olds through Kindergarten also need to be hugged and held occasionally. Only females may escort children to the bathroom. Sometimes children need help buttoning up pants and belts or pulling up tights, but that is not done behind a closed door.
3. Elementary ages through 5th grade have not grown too old for a caring, affirming touch from an adult. Touching should be limited to handshakes, a pat on the arm or shoulder, or a quick "side-to-side" hug or embrace. Only females may escort child to the bathroom.

SAFETY: Medical Emergencies/Accidents/Injuries: You will be contacted through the security tag system if there is any type of emergency concerning your child. Please keep an eye on the overhead screens in the Worship Center and throughout the building. Our Staff and Safety Response Team member are certified in CPR and First Aid.

Evacuation Plan: Every child will be evacuated any time the alarms are sounded and meet at the designated areas. Staff will make sure the building is clear and every child is accounted for. Parents may meet and walk with their children, but children may only be released after arriving at the designated location and attendance has been taken. Children will be released to their parents who have security tags after a member of the NCCTK staff have given the OK.

Food Allergies: Food allergies are noted on the child portion of the check-in tag. PLEASE inform the Check-in workers of any allergies we need to be aware of. Peanut and peanut oil products are not served during Sunday services. Only children ages 1-5 receive snacks during the Sunday services, and these snacks are either animal crackers or pretzels. Parents may bring an alternate snack for their 1, 2, or 3 year olds. Infants are only fed what the parents include in their diaper bags. On special occasions children ages 1 through 5th grade may have a special snack but signs will be posted giving warning to those who have allergies and parents will be informed as well upon entering the room.

Room Safety: To ensure your child's safety, all classroom doors are locked at 15 minutes past the hour (9:15am, 11:15am & 6:45pm) and we will continue to do so. And now, out of respect for the teaching and kids learning time, check-in for all Children's Ministry classrooms will also be closed at that time as well. If you arrive after check-in is closed, we welcome your kids to either sit with you in service or join you in the Family Room where there are toys and room to play. We want all of our kids to have a stress free, loving, learning environment while they are in our care. Thanks for helping us do that!

If you have any questions, please feel free to contact children@ncctk.com