Fixate Kids Policies and Procedures

Edited Fall 2023

We care deeply about the upcoming generations and at Fixate, we want to do the best we can to help equip them and lead them in Truth. They are not just the "future" of the Church, but they ARE the Church!

Contents:

- Staff Introduction and contact information
- Classroom Open/Close Times
- Mothers Lounge and Classrooms
- Wellness
- Snacks in the Classrooms
- Volunteer Scheduling
- Volunteer Planning Center/Sit One

Staff

Melody Pereyra: Fixate Generations Admin

Melody Pereyra leads Fixate Kids. She would love to chat with you about your kiddos or our program. Sundays are often tricky to have a genuine conversation. The best way to connect with Melody is through text at **(971)703-0805** or email at

Melodyc.pereyra@gmail.com

Please give Melody grace in response time as Fixate is not her full time position.



About Melody:

Melody is currently finishing her last year at Grand Canyon University, as she studies Behavioral Health Sciences. She is originally from Portland, Oregon, with an Argentine background. Her Parents are Pastors back in Oregon, and she has one sister who is married and living in Arizona. On the side, Melody loves to make charcuterie boards, hang out with her friends and doing all things silly. She is beyond excited to work alongside the volunteers of Fixate!

Service Times in Fixate Kids

8:30AM and 10:15AM (Fixate Kids not open during 12PM service)

At Fixate, we strive to provide great care for the children. To do so, we open 10 minutes before service begins. This allows time for our volunteers to arrive and prepare themselves to welcome the children. The classroom doors will open as Fixate Kids opens. Pick up your child(ren), WITHIN 5 minutes after service ending to relieve our leaders and prepare for the next service time.

If a previous service is still in progress and families are arriving for the following service, please lead them to keep their children with them until 10 minutes prior to the service they're attending begins.

For those who are needing child care for 2 services, please plan to pick up your child for the time period between services. Doors will reopen 10 minutes before the next service begins.

Classrooms will close when the first worship portion is finished if no kids are present in the classrooms and they will not reopen for service. Please be sure to bring your children to the classroom following worship if you would like to have them in there so our leaders are not sitting in a classroom with no kids.

*If you are a parent volunteering before or after service, we still ask that your children do not enter or play in the classrooms outside of Fixate Kids Service times. They can hangout in other areas in the church or tag along with whatever you are doing:)

Mothers Lounge

There is a nursing mothers/mothers lounge located inside the Sanctuary, along the far right walls. The doors are marked with a sign indicating Mothers Room.

There are light refreshments, a changing table and comfy chairs to nurse or tend to the needs of your baby, while still being able to listen to the service.

You are welcome to come and go as you need. Please keep conversations quiet and to a minimum while service is happening to help reduce distractions. Thank you!

Fixate Classrooms

Dreamers: aka Babies (6m-24m)

Fixate welcomes babies 6 months through 24 months into our Baby's room. We strive to provide a peaceful space for babies to enjoy. Commit yourself to arrive 15 minutes before service begins. This may mean you have to cut out of a service you are sitting on, early. This is a necessity as parents are arriving, anticipating we are prepared to welcome their babies. We are intentional with the snacks we serve as we do have babies with food allergies who can not speak up for themselves. No outside snacks are allowed besides an infant bottle. We have a special bright orange Allergy Tag. When you see a kiddo with this tag, please be extremely vigilant that no other foods are brought in. As you serve in this room, you are responsible to be sure all diapers are changed within the first hour of service, if it is not needed before. Never change diapers without another adult or teen present. If you need a second set of eyes, please let Melody know. Please ask parents details regarding bags, pacifiers, and bottles. All parents NEED to provide a PARENT TAG when picking up their child.

Creators: aka Toddlers/Preschoolers (2yrs - 5yrs)

Fixate welcomes all children ages 2 years old through 5 years old. This classroom is located in the same room as the babies for now. The room is split into age appropriate activities. Our goal is to create a fun and structured environment where your child feels secure and safe as he/she plays and learns about Jesus. Commit yourself to arrive 15 minutes before service begins. This may mean you have to cut out of a service you are sitting on, early. This is a necessity as parents are arriving, anticipating we are prepared to welcome their children. We have a special bright orange Allergy Tag. When you see a kiddo with this tag, please be extremely vigilant that no other foods are brought in. This classroom has a range of restroom needs. Many can use the restroom independently. When possible, encourage independence. A diaper table is available. Please be loving and change soiled diapers. Never change diapers without another adult or teen present. If you need a second set of eyes, please let Melody know. All parents NEED to provide a PARENT TAG when picking up their child.

Visionaries: aka Elementary (6yrs - 11yrs)

Fixate welcomes children in 6yrs - 11yrs. It is located behind the big black curtain in the main lobby. We strive to create a space where kids can enjoy building friendships through play while also setting aside time to Worship and learn more about Jesus and our walk with Him. Outside snacks are not permitted and are encouraged to be enjoyed before entering class. Commit yourself to arrive 15 minutes before service begins. This may mean you have to cut out of a service you are sitting on, early. This is a necessity

as parents are arriving, anticipating we are prepared to welcome their children. All parents NEED to provide a PARENT TAG when picking up their child.

CLASS FLOW: We start off the service with free play. We use this time to familiarize ourselves with the lesson and interact with the kids. Ten-fifteen minutes into the service, we gather the kids and go through that week's lesson and activities. Listen to the kiddos and show them that they are valued. Free play may continue afterwards.

SPECIAL NEEDS: If you have a kiddo with special needs, they often have trouble sitting in the class. DON'T FORCE IT. Invite and make sure that someone is keeping an eye on this kiddo if they won't join the group. They may not leave the classroom without a parent picking them up. During playtime, the noise and activities may be a bit much for them. They may seek out a quieter, darker place. Have grace for this as long as they are behaving appropriately and are safe. Encourage them every chance you can. Try to build a friendship with them.

BEHAVIOR: Our goal in Fixate is to create an environment that encourages friendships and personal growth in faith. One large element in these goals is practicing a character that reflects our values: Encourage & Empower, Listening Ears, Kind Words, Joy-Filled, and Helper's Heart. Kindly remind children of these values and if needed, redirect behavior to align with these values. If a child is not able to adjust behavior to our values, please text the parent with the number on their label, and he/she will be with family in the sanctuary. Children are welcome to return the following Sunday

Wellness Policy

Fixate strives to support health and safety within our department. We ask that all families be faithful in keeping illnesses home. Children get sick from time to time and we completely understand that. Together, we can help by following some simple guidelines. If you see a child who is clearly ill, please notify Melody and text the parents.

If you are sick or you need to tend to a sick kiddo at home, please text Melody asap. Last-minute cancellations are extremely difficult but necessary at times. Please help give us as much notice as possible.

TRY AGAIN NEXT WEEK:

- Fever (over 100 degrees)
- Vomiting or diarrhea within the last 24HRS
- Any symptom of childhood diseases (whooping cough, chicken pox, mumps, etc)

- Common Cold
- Sore throat
- Croup
- Any unexplained rash
- Lice, including presence of eggs or nits, within last 10 days
- Covid-19
- Untreated pink eye or other eye infection

PARENTS KEEP AN EYE ON PHONE FOR MESSAGE FROM LEADER:

- Fever free for 24HRS
- Sporadic cough
- Minimal green or yellow runny nose

OKAY TO COME ON IN, AND PLAY

- Mild, infrequent cough
- Clear runny nose
- Active, playful, rested

Snacks in the Classroom

Allergy Note: If your child has allergies, please place the orange "allergy" sticker on them at check in along with their name tag

Outside snacks: You are welcome to bring your own snacks for your child, but please be thoughtful towards other children. Do not bring tree nuts or other common airborne allergens into the classroom.

Provided snacks: If your child asks for a snack during service, we will provide one snack. The snack will ALWAYS be a clean ingredient, allergen free snack. For example: Annie's organic fruit snacks or Made Good Crispy Squares.