

# Wayside Presbyterian Church

## Children & Youth Ministry Parent Handbook



2018 - 2019

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## **Welcome!**

We are so blessed to have you. This handbook was made to help you navigate through our ministry here at Wayside.

Our children and youth ministry seeks to partner with you in teaching our children the wonderful truths from God's word. With a committed faith relationship with God, they will soon walk in His ways - at Church, at home and out in the community.

### **Our Mission is simple: Ready..Set..Go.**

**Ready** - "All your children shall be taught by the Lord, and great shall be the peace of your children" (Isaiah 54:13).

**Set** - "I have no greater joy than to hear that my children are walking in the truth" (3 John 1:4).

**Go** - "Train up a child in the way he should go; even when he is old, he will not depart from it" (Proverbs 22:6).

We are ready to nurture and love each and every child of God. We will set them on a path towards righteousness. We will let them go farther as disciples of Jesus Christ.

Feel free to contact the office or director if you have any questions regarding this ministry and our programs.

Walk in the Light,  
Sonja Eckert ~ Director of Children & Youth

## Our Programs

### *Sunday Mornings*

#### *The Spring*

Nursery/Toddler Room ~ Infant to Pre-K

Children are encouraged to come for the Kid's Message held early in our services. Following, they return to their room for a story, songs, prayer and crafts.

#### *Higher Ground*

Elementary ~ Kindergarten - 5th Grade

- Sunday Morning following Kid's Message
- Held during both services
- Last Sunday we encourage the children to worship in service with their family; Worship Bags are available just inside the sanctuary

#### *The Deep*

Youth ~ 6th - 12th Grade

TBA

- Conversations about the Christian faith and contemporary issues
- Last Sunday youth are encouraged to participate in worship and worship leadership

## Wednesday Night

### *IGNITE Wednesdays*

Oct-Apr Held Wednesdays 5PM-7:15 PM

#### ★ **NURSERY/PRE-SCHOOL/PRE-K**

- available **ONLY** for kids of staff and volunteers; children will participate in ways that are suitable for their ages

#### ★ **ELEMENTARY**

- Kindergarten – Grade 2  
(whether your Pre-K child is ready to participate in the bigger group will depend on your child and your desires – see Director or Nursery Coordinator)
- Grades 3-5

#### ★ **YOUTH**

- Combined Grades 6-8 - Middle Schoolers & Grades 9-12 - High Schoolers

#### ★ **Inclement Weather Policy**

Wayside will follow the Hempfield School District inclement weather schedule. In the event of bad weather, if the school district is closed or dismisses early, IGNITE will NOT be held. We will notify you via email and post on our Facebook page and website.

## Curriculum

Each classroom is designed to meet and impact children spiritually on their developmental level. We ask that all volunteers and parents encourage their children to attend the classroom that is designed for them. We don't want any child to miss out on what God can pour into their life each week.

**Nursery** is centered around the 3 Basic Truths:

- God made me
- God loves me
- Jesus is my friend forever

**Elementary** age children will venture on with the Spark Rotation Curriculum, published by Sparkhouse. This material will be used for Sunday Morning and Wednesday Evening.

**Youth** will focus together through Echo the Story, provided by Sparkhouse.

Participation is encouraged on both Sunday and Wednesday.

**IGNITE Wednesdays** will include worship skills, dinner, bible study and mission focus.

- Upper Elementary will participate in at least 2 off campus mission projects in the community.
- Lower Elementary will participate in mission activities within the church.
- Youth - Periodic retreats and activities as planned will be posted throughout the year.

Look for more information through our **C&Y Newsletter** (email) and check the **Parent Corner** board, located in our children and youth hallway.

## Guidelines and Procedures

We wish to assure you that we take very seriously the safety of every young person and adult who participates in any program or ministry of the church. We have established standards of safety, and policies and procedures that will keep everyone as safe as possible and meet Church and State standards.

- ★ Before each semester all First Aid kits are checked for supplies, and their locations labeled. All leaders are informed as to the location of the kits (kitchen and atrium).
- ★ We have implemented a Child Safety Policy for the safety of our children/youth and volunteers. Any adult working directly with children in our church is required to complete these clearances:
  - Act 34 PA Criminal History Check
  - Act 151 PA Child Abuse History Check
  - Act 114 FBI Criminal History Report
  - We also RECOMMEND the Mandated Reporter Training be completed
- ★ A minimum of 2 approved leaders have oversight of the young people at all times... one of these could be a floater, checking in on all classroom activities.
- ★ Contact information forms giving us names and phone numbers to call in an emergency is obtained at registration and whenever a visitor attends.
- ★ Allergy, medical and pertinent information is also requested.

- ★ Directions for evacuating the building are posted outside of each classroom, in large rooms and throughout the hallways of the building. Drills are held periodically to practice safe and efficient evacuation.
- ★ It is Wayside's procedure NOT to use names associated with printed pictures of minors. The only exception to this is in the online church directory, where families are pictured with their names associated with them. This site is password protected.
- ★ Drop-offs & Dismissals: In order for your children to be dropped off and dismissed, you must enter the building and sign them in and pick them up after activities have ended. Children will only be released to those people listed on the registration form as having permission to pick the children up. **Parents must notify the Director ahead of time of any other arrangements.**

**Your children's safety is of utmost importance to us.**

**We want to do everything we can to ensure this.**



## Discipline

We believe that nothing is more important than our relationships with God, self and others. All that we do will reflect this theology.

Courtesy, good manners, and good sportsmanship are expected at all times. Inappropriate boisterous behavior will not be tolerated. All adult volunteers and staff are disciplinarians and teachers by default and example, and they are expected to treat each other with this same degree of respect.

Disciplinary problems will be dealt with as promptly, realistically, and consistently as possible. It is our intention to provide a warm, loving, nurturing environment for the development of a strong Christian character.

Step 1: When a child moves outside established guidelines, a verbal warning is given.

Step 2: Following verbal warnings about misbehavior, and if all other strategies for behavior management fail, the activity/classroom leader will offer the child/youth the option of participating with proper behavior or visiting the Comfort Station.

Step 3: At the Comfort Station, the student will be given the opportunity to explain, write a letter of apology to the activity leader, pray about good choices, and then return to the class. Following repeated trips to the Comfort Station, a letter will be sent home to be signed and returned the next week. A parent conference will be scheduled if other methods fail.

**Our goal is to build a positive relationship with each child and thus avoid most discipline problems.**

**Note:** We have a Discipline and Classroom Management Policy/Procedures, which guides our leaders in strategies for classroom and behavior management, so as to prevent most discipline issues. If you would like to see a copy of this, they are available outside of all classrooms... or just ask the Director.

## Adult Participation Ideas...



You might be wondering... “How can I be of help to this ministry? I am so busy... and I am just not sure what I can do.”

Let us give you some ideas that might fit into your schedule and be of invaluable help to our ministry...

- **Kitchen Crew** - Prepare, serve and clean-up dinner. Come early for prep OR come later to clean up. Wash table cloths after an evening.
- **Bible Study Leaders & Assistants\*** - Equip students to meet inevitable challenges to their faith using the appropriate curriculum and Bible.
- **Table Parent\*** - Lead students in relationship building conversation during dinner. Provide supervision and support to those students assigned to your table.
- **Child Care\*** - Provide supervision for younger children of program volunteers.
- **Photographer\*** - Visually record activities throughout the season.
- **Transportation\*** - Offer to drive children that do not have rides of their own.
- **Got a hobby** - Contact the Director to schedule a time when you can bring in a hobby of yours and teach the kids about it!

**\*Clearances are required**

### Nursery Care

Nursery care is available to children of adults helping during our Wednesday evening program.

**Wayside Presbyterian Church**  
Children and Youth Ministry Contact Information

**Director of Children and Youth - Sonja Eckert**

(w): 717-898-1551  
(p): 717-989-2378  
waysidepckids@gmail.com

**Nursery Coordinator - Michelle Hess**

(w): 717-898-1551  
(p): 717-808-8204  
wpcnursery000@gmail.com

**Youth Leader**

Wednesday - George Arnold  
(p): 717-405-8530  
pgarmold123@aol.com

Sunday - TBA

**Head Pastor - Pastor Steve Fritz**

(w): 717-898-1551  
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pastorstevefritz@gmail.com