



Parent Guide



Welcome!



GENESIS KIDS STAFF

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GENESIS CHURCH

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GENERAL INFO

MINISTRY TIME

Sundays
10 am - 11 am
birth - 5th grade

Birth - Kindergarten aged children may go directly to their classes.

1st - 5th graders join their families in The Gathering for worship and are then dismissed to the Flex Room for large group time.

Family Services

Occasionally during the year we have "family services," where children in 1st - 5th grade attend The Gathering with their families. Activity folders are available in the lobby to help kids engage in the service.

SAFETY PRECAUTIONS

To provide the safest possible environment for your children:

- All team members are required to go through a screening process that includes a background and reference check and an interview with the Children's Director.*
- All team members wear a name tag and children's ministry t-shirt.
- Children birth - 5th grade are not released on their own after class; a parent or other responsible guardian older than 5th grade must present the claim tag that was issued upon check-in to pick up a child.

SECURITY

Genesis Center has security cameras installed in all of our kids' classrooms as well as each exit/entrance.

- Classrooms, restrooms and hallways are monitored by our security team.
- Only females age 16 and older are allowed to change diapers or take a child to the restroom.
- No team member is ever alone with a child.
- Children are never left alone in a room.
- In the nursery and preschool rooms at least two certified non-family team members will be in each room, at least one will be female.
- Only team members who are scheduled to serve may be in the nursery and preschool rooms.
- Children are only allowed to use single stall restrooms

*Must be 6th grade or older, 9th grade or older in the nursery.

PICK UP

Security claim tag must be presented by a parent or sibling older than 5th grade when picking up your child. Out of respect for our volunteers we ask that you pick up your child as soon as possible at the end of The Gathering.



HEALTH GUIDELINES

For the protection of all of our children and staff, our Well Child Policy prohibits us from accepting a child who presents any of the following symptoms:

- fever, vomiting, diarrhea within the previous 24 hours
- severe cough
- rash (other than diaper)
- colored mucus
- any skin infections
- pink eye or other eye infections
- lice
- any communicable diseases

Allergies

Genesis Kids provides nut-free snacks in the nursery, Explorers and Trailblazers classes (0 – Kindergarten) each week. If your child requires a different snack due to an allergy, please provide a nut-free snack in a sealed, labeled baggie. If your child has an allergy, please share this information at Kids' Check-in so our team can be made aware. Allergy notices are printed on your child's name tag and lists of regular attenders are kept in each classroom.

Snacks are occasionally provided in the 1st – 5th grade classrooms but not on a regular basis.

Medical Issues

If your child has any medical conditions that our staff needs to be aware of please share this information at the Kids' Check-in stand so our team can be made aware.

EMERGENCY PROCEDURES

In the case of a medical emergency that is specific to your child, we will locate you using the information you provided on your child's Genesis Kids registration. If you are in The Gathering and see your child's security number (on your claim tag) displayed on the bottom right corner of the screen, please come to that child's classroom.

In the case of an emergency involving the entire building, you will be instructed as to where and how you may pick up your child.

Our staff has been trained in evacuation procedures, and evacuation routes are posted in each room.

AGE SEPARATION

Because lesson content, activities, teaching style, toys and facilities are all intended for use by specific ages, children are to be enrolled in the class designed for their age group/gender.

MISCELLANEOUS

Nursery toys are washed each week after class. Toys in our toddler and pre-school rooms are periodically washed and disinfected.

CONNECT

with us!

To keep up to date on what is happening in Genesis Kids, we encourage you to:

- Join our facebook group “Genesis Kids” at <https://www.facebook.com/groups/genesiskidspetoskey/>
- Subscribe to our monthly GK newsletter, The LINK at <https://genesispetoskey.com/the-link/>
- Check out our website at www.genesispetoskey.com where links to these and other resources can also be found.

OTHER CHILDREN RELATED MINISTRIES AT GENESIS

Play Group

Meets Thursday mornings at the Genesis Center and at various locations around the Petoskey area (weather permitting). Request to follow their facebook page “[Genesis Play Group](#)” or contact the church office at 231.487.0081 for further information.

Moms in Prayer Group

Our Moms in Prayer group meets on Thursday afternoons from 12-1 pm at the Genesis Center to pray specifically for our children, our area schools and their staff. This nationally organized group is a great way to connect with other local moms and see what the power of prayer can do in our community.

Baby/Child Dedication

If you are interested in making a public commitment to raise your baby/child in the truths of God’s Word and would like

the Genesis Community to support you, we encourage you to take part in one of our Dedication Services. These services take place periodically throughout the year. Please contact the church office at 231.487.0081.





NURSERY

(Birth - 23 months)

Sundays 10 am
Located in Kids' Hallway
Adult:Child Ratio 1:4

Checking into/out of Genesis Kids

If you are a first-time guest with us, please head to the Kids' Check-in stand in the lobby. Our volunteers will help you get registered and direct you to the appropriate classrooms. If you are already registered you may head to one of our self check-in stands in the kids' wing and check your children in to their classes using your phone number. Our system will generate a name tag for your child as well as a security/claim ticket for the parents/guardians to use for pick up. Both the name tag and claim ticket will have the same code, unique to your child.

Security claim tag must be presented by a parent or sibling older than 5th grade when picking up your child. If the security tag has been misplaced, you will be asked to show your driver's license and your relationship with the child must be verified.

Parent Alert System

In the event that our volunteers need your assistance with your child during The Gathering, your child's security code will appear on the lower right hand corner of the video screen. If your number is displayed, please make your way to your child's classroom as soon as possible.

Snacks

Plain cheerios are provided in the nursery. If your child requires a different snack (due to a food allergy), please provide

a nut-free snack each week in a sealed, labeled baggie.

Promotions

Nursery aged children are promoted to Explorers class (2-3 years) on their 2nd birthday. Please inform the Kids' Check-in stand so we can officially move your child to the Explorers class in our database.

Changing Tables

Changing tables are located in all Genesis Center restrooms. A family restroom is located next to the main bathrooms across from the office.

Nursing Room

Our nursing room is located in the office wing. Ask our Kids' Check-in or security volunteer for directions.

Classroom Safety

You are more than welcome to come into our nursery with your child to help get them acclimated and feeling comfortable. When the class begins, however, we ask that anyone not scheduled to volunteer, head to The Gathering. This helps us keep our classrooms safe. Our nursery has a 1-way window in the hallway which allows you to check on your baby at any time.

Overflow Room

If your child is not comfortable enough to stay in the nursery without you, our main office is used as an overflow room where The Gathering is streamed. You are always welcome to take your child into The Gathering with you as well.

EXPLORERS

(Toddlers, ages 2-3 years)

Sundays 10 am

Located in Kids' Hallway

Adult:Child Ratio 1:7

Checking into/out of Genesis Kids

If you are a first-time guest with us, please head to the Kids' Check-in stand in the lobby. Our volunteers will help you get registered and direct you to the appropriate classrooms. If you are already registered you may head to one of our self check-in stands in the kids' wing and check your children in to their classes using your phone number. Our system will generate a name tag for your child as well as a security/claim ticket for the parents/guardians to use for pick up. Both the name tag and claim ticket will have the same code, unique to your child.

Security claim tag must be presented by a parent or sibling older than 5th grade when picking up your child. If the security tag has been misplaced, you will be asked to show your driver's license and your relationship with the child must be verified.

Parent Alert System

In the event that our volunteers need your assistance with your child during The Gathering, your child's security code will appear on the lower right hand corner of the video screen. If your number is displayed, please make your way to your child's classroom as soon as possible.

Snacks

Snacks are provided each week in Explorers. Generally, we serve gold fish crackers. If your child requires a different

snack (due to a food allergy), please provide a nut-free snack each week in a sealed, labeled baggie.

Promotions

Explorer-aged children are promoted to the Trailblazers Class (4 years – Kindergarten) on their 4th birthday. Please inform the Kids' Check-in stand so we can officially move your child to the Trailblazers class in our database.

Changing Tables

Changing tables are located in all Genesis Center restrooms. A family restroom is located next to the main bathrooms across from the office.

Restroom Policy

A restroom is located within the Explorer's classroom.

Children needing to use the restroom will be escorted by a female team member. The outer door will remain propped open and assistance will be given only if the child asks for help. If the team member must enter the bathroom, a second team member will be asked to stand outside the propped open door while the child is being assisted. No helper will ever be behind a closed door with the child.

If a child is wearing a diaper or pull-up and needs to be changed, the parent will be called to change their child.

Curriculum

Our Sunday morning curriculum is called "First Look"—guiding our toddlers with



their 'first look' at who God is and what He has done for us. We believe it is important for every toddler to understand that:

- God loves me.
- God wants to be my best friend forever.

Explorers class time consists of fun and active worship songs, play time, snack time and other crafts/activities to enhance the video-based lesson. Each month centers around a specific theme and main truth or 'bottom line.'

Classroom Safety

You are more than welcome to come into our classrooms with your child to help get them acclimated and feeling comfortable. When the class begins, however, we ask that anyone not scheduled to volunteer, head to The Gathering. This helps us keep our classrooms safe. If your child needs you during The Gathering you will be contacted using the Parent Alert System.

Overflow Room

If your child is not comfortable enough to stay in the classroom without you, our main office is used as an overflow room where The Gathering is streamed. You are always welcome to take your child into The Gathering with you as well.



TRAILBLAZERS

(Preschool, 4 years - Kindergarten)

Sundays 10 am
Located in Kids' Hallway
Adult:Child Ratio 1:8

Checking into/out of Genesis Kids

If you are a first-time guest with us, please head to the Kids' Check-in stand in the lobby. Our volunteers will help you get registered and direct you to the appropriate classrooms. If you are already registered you may head to one of our self check-in stands in the kids' wing and check your children in to their classes using your phone number. Our system will generate a name tag for your child as well as a security/claim ticket for the parents/guardians to use for pick up. Both the name tag and claim ticket will have the same code, unique to your child.

Security claim tag must be presented by a parent or sibling older than 5th grade when picking up your child. If the security tag has been misplaced, you will be asked to show your driver's license and your relationship with the child must be verified.

Parent Alert System

In the event that our volunteers need your assistance with your child during The Gathering, your child's security code will appear on the lower right hand corner of the video screen. If your number is displayed, please make your way to your child's classroom as soon as possible.

Snacks

Snacks are provided each week in Explorers. Generally, we serve gold fish

crackers or cheese-it type crackers. If your child requires a different snack (due to a food allergy), please provide a nut-free snack each week in a sealed, labeled baggie.

Promotions

Trailblazer-aged children are promoted as a group to the 1st/2nd grade class in the fall of their 1st grade year. Kick-off Sunday is generally the Sunday AFTER Labor Day. Please inform the Kids' Check-in stand so we can officially move your child to the 1st/2nd grade class in our database.

Changing Tables

Changing tables are located in all Genesis Center restrooms. A family restroom is located next to the main bathrooms across from the office.

Restroom Policy

A restroom is located across the hall from the Trailblazer's classroom.

Children needing to use the restroom will be escorted by a female team member. The outer door will remain propped open and assistance will be given only if the child asks for help. If the team member must enter the bathroom, a second team member will be asked to stand outside the propped open door while the child is being assisted. No helper will ever be behind a closed door with the child.

If a child is wearing a diaper or pull-up and needs to be changed, the parent will be called to change their child.



Curriculum

Our Sunday morning curriculum is called “First Look”—guiding our preschoolers with their ‘first look’ at who God is and what He has done for us. We believe it is important for every preschooler to understand that:

- God loves me.
- God wants to be my best friend forever.

Trailblazers’ class time consists of fun and active worship songs, play time, snack time and other crafts/activities to enhance the video-based lesson. Each month centers around a specific theme and main truth or ‘bottom line.’

Classroom Safety

You are more than welcome to come into our classrooms with your child to help get them acclimated and feeling comfortable. When the class begins, however, we ask that anyone not scheduled to volunteer, head to The Gathering. This helps us keep our classrooms safe. If your child needs you during The Gathering you will be contacted using the Parent Alert System.

Overflow Room

If your child is not comfortable enough to stay in the classroom without you, our main office is used as an overflow room where The Gathering is streamed. You are always welcome to take your child into The Gathering with you as well.



ELEMENTARY

(1st - 5th grade)

Our 1st – 5th graders begin each Sunday in The Gathering with their families for a time of worship. When they are dismissed, they go directly to the Flex Room (adjoining the lobby) for Large Group time. Kids are then divided into small groups for activities.

Locations are:

- 1st – 2nd grade
Youth Room (near main bathrooms)
- 3rd – 5th grade girls
Flex Room A (right side)
- 3rd – 5th grade boys
Flex Room B (left side)

Adult:Child Ratio 1:15

Checking into/out of Genesis Kids

If you are a first-time guest with us, please head to the Kids' Check-in stand in the lobby. Our volunteers will help you get registered and direct you to the appropriate classrooms. If you are already registered you may head to one of our self check-in stands in the kids' wing and check your children in to their classes using your phone number. Our system will generate a name tag for your child as well as a security/claim ticket for the parents/guardians to use for pick up. Both the name tag and claim ticket will have the same code, unique to your child.

Security claim tag must be presented by a parent or sibling older than 5th grade when picking up your child. If the security tag has been misplaced, you will be asked to show your driver's license and your relationship with the child must be verified.

Your elementary age child may be picked up at the small group location for their particular grade level.

Where to Pick-Up

- 1st – 2nd grade
Youth Room (near main bathrooms)
- 3rd – 5th grade girls
Flex Room A (right side)
- 3rd – 5th grade boys
Flex Room B (left side)

Parent Alert System

In the event that our volunteers need your assistance with your child during The Gathering, your child's security code will appear on the lower right hand corner of the video screen. If your number is displayed, please make your way to your child's classroom as soon as possible.

Snacks

Snacks are given on occasion in our elementary classes. We will refer to your child's name tag for food allergy related information. Please make sure you have communicated any pertinent allergy information to the Kids' Check-in volunteers.

Promotions

Elementary-aged children are promoted as a group to the appropriate class in the fall each year. Kick-off Sunday is generally the Sunday AFTER Labor Day.

Restroom Policy

Elementary children utilize the family bathroom in the youth wing. 1st and 2nd graders are escorted to the family single-



stall bathroom by a team member who will wait in the hallway and escort the child back to class.

3rd - 5th grade children are allowed to go to the family restroom under the supervision of the security volunteers.

Curriculum

Our Sunday morning curriculum is called "252 Basics" which is based on the verse Luke 2:52, "And Jesus grew in wisdom and stature and in favor with God and man." All the activities point the children to three basic truths from this verse:

- I can trust God no matter what.
- I need to make the wise choice.
- I need to treat others how I want to be treated.

Each month we focus on a different virtue displayed by God. All of our small group activities enhance these truths taught in our video-based lesson.

Each month we focus on a different virtue displayed by God which is enhanced with a fun and engaging theme. All of our small group activities enhance these truths taught in our video based large group lesson.



SERVING

in Genesis Kids

In Genesis Kids, we are dedicated to partnering with parents in the spiritual development of our kids. We consider investing in the lives of our children to be one of the most important roles at Genesis. Most people make a decision about Jesus by the time they are 14 years old, so we strive to be very intentional with our time. Each Sunday our leaders have the chance to help kids understand

All Genesis Kids team members, regardless of team role, go through a volunteer screening process to ensure the safety of our children and find the best place for them to serve. This includes a background check, reference check and an interview with our Children's Director.

Applicants must be in 6th grade or older to serve. Males may volunteer in our toddler and preschool classes with some restrictions. Male volunteers are not allowed to serve in our nursery.

If you are interested in becoming a part of our Genesis Kids Team, we would love to talk with you about that! Contact our Children's Director, Sandy Lee at sandy@genesisiwired.com. A link to our volunteer screening form can be found on our website at <https://genesispetoskey.com/kids/>.

who God is, how much He loves them, and how that relationship with God should influence how we interact with others.

Genesis Kids ministry depends on the skills and talents of our many volunteers.

Volunteer positions at each age level include:

Team Leader

Serves as a leader of a particular class. Oversees the volunteers and classroom logistics.

Small Group Leader

Serves as the leader of the classroom for that week, prepares group activities and games from our online curriculum to accentuate the video lesson. Volunteers serve once/month.

Team Member

Adult/teen helper who assists the group leader with games and activities, connects with the kids and encourage their participation. Volunteers serve once/month.

Kids' Check-In

Welcomes and orients new families to our Sunday ministries. Assists families with our check-in procedure. Volunteers serve once/month.



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