



# GENERATIONS

## FAMILY MINISTRY

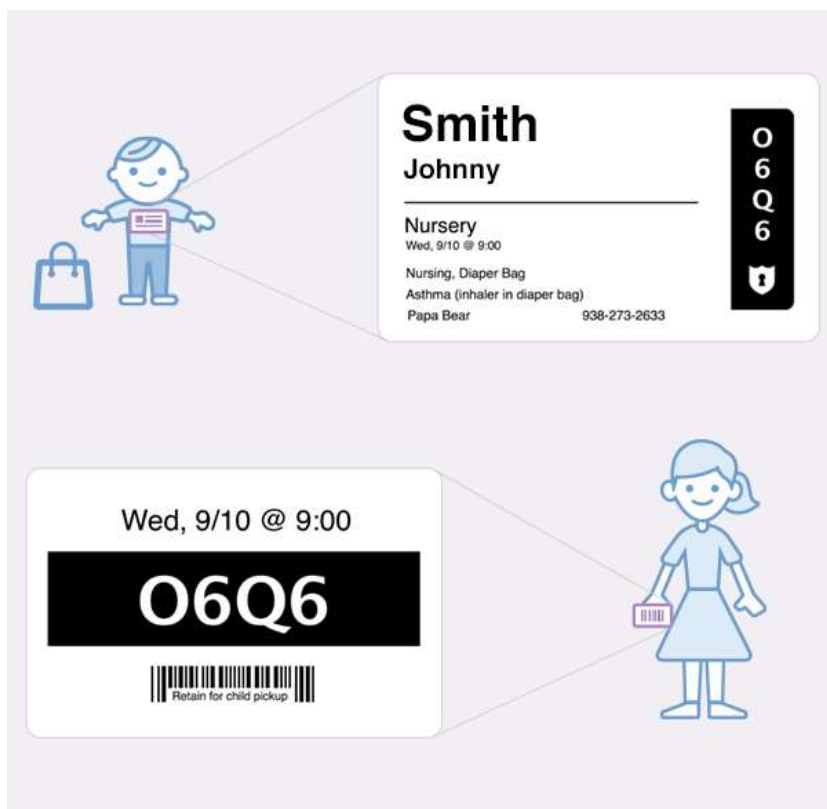
### CHECK-IN PROCEDURES

To ensure the safety and security within our Children’s Ministry, every child fifth grade and younger must be checked in by a parent or guardian.

Please come to the FAMILY CHECK-IN STATION located in the lobby of the Worship Center and we will be glad to check in your child(ren) and also provide you with other important information about our Children’s Ministry.

At the FAMILY CHECK-IN STATION our greeter will get your information and then print out Name Badge for child and your Security Badge.

Place the correct badge on each of your children (children three years old and younger – on their backs; children four years old and older – on front), to be used as a sticker ID. Keep the dual parent receipt with you.



If you are dropping off a child with a diaper bag or sippy cup, please label them accordingly. Make sure your cell phone is on “vibrate”.

## **IMPORTANT NOTE....**

At Saguaro Canyon Church we encourage an intergenerational approach to ministry and worship, so we begin with the children (exception is Birth-3 years old) in the Worship Center for music and then they will be dismissed and line up with their adult volunteer in Lobby of Worship Center. Children Birth-3 Years Old can go right to their classroom if you wish or wait until other children are dismissed at which time you can take them to their classroom.

When you go back to pick up each child, present your parent Security Badge at the door of your child's classroom. Your child will be released to you after confirmation that the security codes match.

Please find your child(ren) name on SIGN OUT SHEET and initial next to each child's name.

For safety and security purposes, only the person that drops off a child (or person designated by the parent) will be allowed to pick the child up. Any person designated by the drop-off person to pick up a child must (1) have the tag with a security code that matches the child's tag AND (2) be at least 14 years of age.

Please pick up your child promptly. The Ministry Team members caring for your children need to pick up their own children and/or prepare their hearts for worship. Please be respectful of their time.

Thank you for your cooperation and allowing us to teach your children.