



HILL KIDS

PARENT HANDBOOK

THE HILL CHURCH

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Welcome!

We are so glad you are here! Thank you for entrusting us with the spiritual growth and care of your child. Our Hill Kids Program is dedicated to creating a safe, loving, fun and Christ-centered environment where children can grow in their faith. This handbook will provide you with important guidelines to ensure a positive experience for your family. We cannot wait to partner with you!



Blessings,
The Hill Kids Ministry Team



Vision & Mission



Mission
Make Jesus Famous



Vision
Reaching neighbors and nations by building community and pursuing the presence of God.



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Pick Up and Drop Off

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Check-In:

- Check-in begins at 9:30am on Sunday mornings or 6:45pm on Wednesday nights. Parents/guardians must check children in at the designated station. Once at the check-in station, you will be greeted by one of our Hill Kids team members who will check-in the child.
- Each child will receive a name tag, and parent/guardian will receive a matching security tag. The child's name tag includes their name, allergies/accommodations, and the parent/guardian's phone number for easy access to call in case of any situation.
- The child must wear their name tag on their back at all times to ensure safety.

Check-Out

- Once service is over, the parent/guardian will return to the check-in station. The parent/guardian will give the security tag to the volunteer to check-out their child. Children will only be released to individuals who have the correct security tag.
- In every situation, we want to make sure children are safe. If the parent/guardian loses their security tag, they must wait until all children are checked out. The Hill Kids Director will meet with a member of the security team to look at the check-in system as well as the parent/guardian ID to ensure the adult is entrusted with the care of the child. Once identity has been checked, the children will be released to the parent/guardian.

Program Overview

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● Nursery

- Ages 0-3. This ministry allows children to have a safe, and nurturing environment where they receive attentive care while their parents attend church services. The primary goal of nursery care is to ensure that each child feels secure, loved, and engaged in age-appropriate play. The nursery is available on Sunday morning and Wednesday night services.

● Pre-K

- The Pre-K program is designed to provide a loving, Christ-centered environment where children, ages 3-5, can begin to build a strong foundation of faith. Our goal is to engage children in age-appropriate learning experiences that introduce them to God's love and the teachings of Jesus in a fun and interactive way. These children will experience whole group free play and worship with older children before going to their individual classroom. The Pre-K Program is available during Sunday morning service.



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Program Overview

● Hill Kids

- The Hill Kids program is designed for children in Kindergarten through 5th grade. We provide your child with a Christ-centered environment where they can grow in faith, build friendships, and develop a deeper understanding of God's Word. Through a rotational system we provide engaging lessons, worship, and activities. We equip children with the knowledge and confidence to live out their faith in everyday life. The Hill Kids Program is available for our Sunday morning service.

● Hill Kids Midweek

- The Hill Kids Midweek program is an extension for our Sunday morning Hill Kids program - ages 3 years old to 5th grade. Our goal is to create a safe and welcoming environment where children can build lasting friendships, connect with caring adults, and experience the love of Jesus in a meaningful way. Kids will be in small groups based on their grade. The Hill Kids Midweek program is available during Wednesday night services, expect on the first Wednesday of the month for Well Worship.



Health and Wellness

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Our goal is to provide a safe, clean space where children can experience the love of Jesus. Please partner with us to follow these safety guidelines:

- **The child must be fever free or free of any contagious infection for 24 hours before attending service**

- **If medicine is needed, it will be administered by parent/guardian**

- **The nursery staff will sanitize the room after service**

- **If a medical need arises, the nursery or kids staff will contact parent/guardian**





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All infants/toddlers diapers should be checked at least once during the worship hour. When diaper changes arise, the child must be changed on the diaper changing table.

Potty trained children will be walked by a volunteer to the kids' restroom. The volunteer will stay by the door until the child is finished. If the child needs assistance in the restroom, the volunteer will talk the child through the situation by the door. If the child still needs assistance, the volunteer will contact the child's parent/guardian.

Diapering and Bathrooms



Accommodations

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Allergies

- We want to make sure that we accommodate to everyone's needs. To ensure the best care and support, we ask parents/guardians to inform us about any special medical needs, or allergies their child may have. Please add these to the registration online as well as speak with the Kids Director to ensure we have an action plan in place.

Special Needs

- At the Hill, we believe that everyone has access to the same Holy Spirit. If a child has special needs, we will work together with the child's parent/guardian to come up with a plan to support the child and provide the best care for them. The children's ministry leader will discuss a care plan with the parent/guardian –customized for each child's needs. If possible, we will provide a one-on-one buddy for kids who need one-on-one support. We aim to include all kids in our kids' worship services safely, if they are able. We are not able to provide medical support.

Emergency Procedures

Tornado

In the event of a tornado warning, kids will relocate to the designated spot of the main sanctuary and remain under the supervision of the Hill Kids Team. Standard check-out procedures will resume once the official all-clear has been issued and when church is dismissed.

Fire

In the event of a fire, all children will be evacuated through the safest and most appropriate exit route, as determined by the circumstances. Once the all clear has been announced, parents/guardians will meet us at The Best Western Hotel lobby and proceed the check-out process.

Intruder

In the event of an active threat, all children will evacuate through the safest and most appropriate exit route based on the circumstances. Staff will follow the Run, Hide, Fight protocol to determine the safest course of action. The designated relocation area is the Best Western Hotel lobby. Once an "all clear" has been issued by authorities, standard check-out procedures will begin at the relocation spot.

Behavior Expectations

We encourage respect and kindness through kind words, hearts, and actions. If behavioral challenges arise, we will first redirect the child. If the behavior continues, the child may sit out of the activity, followed by a loving conversation. Ongoing issues will be communicated with parent/guardian, and an incident report may be filed to work together on solutions for success in our ministry.



Incident Reports

In case of an accident, injury, or behavioral issue, an Incident Report will be filed. Here's what happens:

- The Kids Director or staff completes the report with details.
- Parent/guardian is notified and sign the report; they may request a copy.
- If medical attention is needed, parent/guardians are contacted immediately.
- The ministry team reviews the incident. After 3 reports, a meeting with parent/guardian will be held to create a plan.
- If issues persist after the plan, a temporary leave of absence may be implemented.

Communication

We believe in partnering with parent/guardian to ensure your child is having the best experience! We will communicate through:

- **Face-to-face conversations**
- **The Hill Kids Facebook Page**
- **Church Announcements**



**We love having parent/guardians involved in our ministry!
We invite parent/guardians to participate in our ministry
through volunteering, and praying for our children and
leaders.**



