

## Educational Policies and Processes Peace Lutheran Ministries

- **Safe Child Policy**

Peace Lutheran Church considers our children one of our most precious resources. The safe child policy reflects our commitment to provide protective care for all children, youth, volunteers and staff who participate in our programs and use our facilities.

1. All volunteers and staff working with minor children are required to be active worship participants of Peace Lutheran Church, attend safe child training and are subject to a background and/or reference check.
2. Volunteers and staff observe the "Two Adult/Open Door" rule, which requires an adult volunteer working with minor children to be accompanied by an adult partner or to provide visual access to the room.
3. Volunteers and staff immediately report suspected or inappropriate behaviors to a pastor and/or the Christian Education Director of this congregation.
4. Persons who have been convicted of either sexual or physical abuse are not allowed to volunteer in any church sponsored activity or program for minor children.

- **Cancellation Policy**

When the city schools are closed and/or other local church and community programs are cancelled due to inclement weather or other city wide emergency, the FELC-PLC parish typically will also cancel its programs for that same period of time. This includes delayed starts, snow days, and early dismissals.

By mutual agreement between pastor(s) and congregational president or officer, church programs or worship services may be cancelled even when schools have not closed.

Please check local news and radio stations, our church website [www.peace-lutheran-church.com](http://www.peace-lutheran-church.com) or call the church 231-4730.

Most of all, stay safe.

- **Drop Off / Pick Up Process**

Keeping with our safe child concept, we ask parents to drop off and pick up their children and youth, **in person**, from all educational programs. This is especially important for children younger than 6<sup>th</sup> grade.

If other arrangements need to be made, please speak with the person leading the educational program.

- **Communication Process**

We understand the importance of timely and efficient communication.

Below is a listing of ways that Christian education information is communicated to families.

1. In person – preferred method
2. Through email
3. Handouts sent home with participants
4. Sunday bulletins & projection during worship services
5. Monthly Prints of Peace newsletters sent to the home (information here is completed 3 weeks prior to the newsletters being sent out)
6. Church website [www.peace-lutheran-church.com](http://www.peace-lutheran-church.com)

Less likely methods...

1. Phone calls to the home
2. Mailings to the home

Communication returned from the families is greatly appreciated and is welcomed through email, phone, notes, and in person.

- **Behavior Process**

The way we act says a lot about how we are feeling toward ourselves and others.

Galations 5:22-23 says, "But the fruit the Holy Spirit produces is love, joy and peace. It is being patient, kind and good. It is being faithful and gentle and having control of oneself."

Here at Peace, we strive to act accordingly in order to provide a safe and accepted learning environment for all who attend.

When problems arise we approach it in the following manner.

1. Speak privately and lovingly with the individual. Clarify the problem and the desired behavior.
2. If unsuccessful in achieving the desired behavior, notify the director and/or pastor while the program is in session and the parents, if applicable, after the program. Seek input from parents.
3. If behavior is affecting the physical or emotional safety of others in the group, the person may be removed from the group and pastoral counseling is offered.