

# The Parish of St John The Baptist, Hey



## Policy Statement Sunday School & Young people

*This policy statement is subject to annual review and issued to all those with children in church.  
Reviewed & agreed by the PCC 12 February 2015*

*Child Protection* - This policy statement is additional to the policy notice entitled "Children, Young people and the Church - Child protection." which is published on the church and hall notice boards.

*Why do we have a Sunday school ?* The most important reason for having Sunday School is to build on the foundations laid at home of faith and Christian education, while helping the child make friends and have fun in a safe environment.

*Crèche* - Experience over the years has informed us that parents do not want to leave their baby / toddler with somebody else. We have, in the past, staffed a crèche but have found that those on duty felt that they were not needed. There will always be a mat and toys placed in the corner of the hall alongside Sunday school so if you wish to take a child out of church then please feel free to make use of them. Nevertheless we continue to explore ways of meeting the needs of this age group.

*When to leave a child* - We are very conscious that small children have different ages at which they can be "left" and that is the parents' decision. However we do encourage you to leave the child as soon as you can so that the teachers can get to know him / her. We do assure you that if the child is distressed then we can send somebody into church to get you. If you want to stay for a little and then pop back later that is fine.

*What age to join Sunday school ?* – It is human nature that some children develop earlier than others, some are more independent and are able to join in. We have not a hard and fast rule as to when a child can join so if he / she wants to and is able to join in then that is fine. Please discuss it with the Sunday school teacher.

*Sundays school classes* - Our aim is to ensure that the teaching and activity is always appropriate so the mix and format will change depending on who and how many are attending.

*Format* – We try to start on time and Sunday School begins with a teacher telling the children about the message / story or theme for the Sunday – very often this is linked to the readings in church, this may be followed by singing, prayers and celebration of birthdays or special events. We encourage everyone to attend this opening session then depending on numbers / the activity we may break up into smaller groups.

*Music* – We try to introduce music as most children enjoy action songs etc. If you are able to play or sing we would be glad for help.

*Young people* - We try to ensure that the older children continue to engage with church through an appropriate activity. This is very dependant upon the number coming. We have in the past run specific groups until numbers dwindled and that age group leave. If you have skills to offer then please speak to the Sunday school leaders and a group may be gathered.

*Allergies / special diets* - It is important that we are aware of, and record, any allergies / special diets. There are occasions when parents may not be present to ensure the child does not eat something that could be harmful to them. Verbal information can easily be forgotten so we ask you to complete the form fully and notify us of any changes. Forms will be annually completed as children grow up things change.

*Cameras / Cams* - We do not allow the use of cameras or camcorders during services / Sunday school or general activities except on specific occasions. We do use a live feed camera (no image is stored) at the Christingle / Nativity service so those at the back of church can see the action. If there is a specific event, such a show after a summer workshop then that may be recorded but those attending / performing will be informed. Still camera shots are taken by David Green (the church photographer) of social events / Fairs etc and these may be posted on the website. A section of the attached form relates to pictures - please read and complete it.

*Registration Forms* - The registration form attached is to be completed by a parent / guardian of all children and young people who attend Sunday school or are involved with youth activities. Forms are not strictly required if you and your child only ever attend on Thursday evening services, but if at any stage you think your child may be in Sunday school please complete a form.

*Registering Attendance* - We do require you to sign the child into Sunday school each time, both as a record of attendance but also for safety reasons. If you and your child are attending a service in church then we encourage you to sign in anyway so a record of the child's attendance can be held for future reference as that is important to gain a place in some secondary schools.

*End of Sunday school* – Children are to rejoin their parents after they have received a blessing or shown their work in church but please ensure you meet up with your child before they leave church. Parents are responsible for their safety and the safety of others thereafter. Please be aware that some of our older folk are frightened and can easily be knocked over by children running amongst them in the hall.

*Teachers* – We really do need more teachers / adult leaders for both Sunday school. With sufficient numbers we can draw up a rota so we can then all spend time in church. Please volunteer and we can get the CRB clearances done to conform to the requirements of the Child Protection policy and add you to the rota. The CRB process has recently changed and is now done on line - it is a relatively simple process and our Parish Co-ordinator can guide you through it. Teachers are encouraged to complete a Diocesan training course run in local churches.

*We are all volunteers !* – It is sometimes important to remind ourselves that everyone working in Sunday school and with young people are volunteers. We are very grateful to all who give so willingly of their time and talents to run facilities for the children, as part of their mission giving to Church. Please be assured that everyone is doing their best but if you do have concerns or comments please speak direct to the Sunday School coordinator (Sarah Fletcher), one of the Wardens or The Team Rector.

The Revd Canon Richard Hawkins  
12<sup>th</sup> February 2015

#### **Document history**

Policy written and implement 15<sup>th</sup> January 2013  
Updated, amended, agreed by PCC Jan 2014, Feb 15

**St John the Baptist, Hey**  
**Sunday School / Thursday and Young people – Registration 2015 / 16**

I wish to register (reregister) my child with St John's Sunday School.

**I confirm I will be in attendance at church whilst the child is in Sunday School.**

Child / Children Name /s	Date /s of birth
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Address
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Parents / Guardians Name (& address if not same)
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Contact telephone number(s)
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<b>Emergency Contact</b> Numbers (Please specify names & relationship to child)
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<b>Allergies</b> Any Special dietary Requirements (Please specify e.g. nuts, chocolate etc)
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<b>Anything else we should know ?</b>
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<b>Consent to use of images</b> The general use of cameras is not allowed. However from time to time the church photographer takes pictures of social / Fairs / specific events. Pictures are sometimes used on the church website. <b>I Do / Do not</b> give permission for the use of such pictures. Please sign here .....
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Parent / Guardians signature	Date	2015
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