



"Connecting today's
kids to Christ"

2011-2012
Information
Packet

History

In 2008 the Lord opened up the Connect outreach opportunity at Cornerstone. We began reaching out to 220 students, only once per month, then it grew to a once-per-week ministry with about 600 students. Students are mandated by law to be released from school two hours per week for religious education. As we preach the gospel it is our desire that the kids come to faith in Christ and have a deeper understanding of the Word of God.

General Information

- We will host four schools once per month, divided into four weeks.
- We will be enrolling 2nd-6th grade students this year.
- Leaders may choose to serve with one to four of the schools.
- Leaders should try to stick with the same school when they serve.
- Nursery care will be available for leaders who have small children.
- 2nd-6th grade kids whose parents serve may be enrolled in Connect.
- Kids older than 6th grade coming with leaders can also serve.
- Leaders are responsible for their groups from pickup to dismissal.
- All leaders should arrive by NOON on their scheduled Connect day.
- A baggie holding all necessary supplies will be provided for each huddle leader.
- Schedules will be available to tuck into the backs of nametags.

“CONNECT” PROCEDURES

General Schedule

12:00—Leaders’ meeting in the college room (room 43)

12:30—Depart to pick up the Connect students

1:00 —Opening worship rally in the gym

1:25-2:30—Classroom and Huddle stations

2:30—Return the students to their classes

Child Pick-Up

Roseville District (Fountain, Kment, and Patton Elementary)

- Two buses will be used.
- Upon arrival, leaders spread out in order by grade.
The first child that arrives may hold their grade's sign.
Highlight or check each child's name and issue nametags.
- Once leaders have their groups together, **instruct them before loading the bus** that you are going to sit together as a group | and that may talk quietly during the trip.
- Load bus immediately after check-in to avoid bottleneck.
On the way, kids recite verses to huddle leaders to receive prizes.
- At the church, leaders group their kids together outside before entering building.
- Huddle leaders walk children to the gym.

Conner Creek Elementary

- A crossing guard will be stationed at the street at 12:45 and 2:30 and will remain until all children have crossed.
- Huddle leaders pick up students at their classrooms.
Highlight the child's name at check-in.
Nametags are issued by the school teacher.
Leave once all children are checked in.
Instruct kids to walk quietly, staying together in a line.
Use a rope for them to hold, if necessary.
Walk children to gym.

Stations

Worship Rally (1:00-1:20)

- The worship rally will consist of announcements, singing, large-group instruction, and a skit to introduce the Bible lesson.
- Sit together with your group, 2nd graders in the front and 6th graders in the back.
- Huddle leader responsibilities during the rally will be to keep their groups together and refocus attention when needed.

Classrooms (1:25-2:05)

- Classroom time will consist of a smaller group instruction time, including verse memorization.
- Take children to the restroom before the lesson time to eliminate the need.
- Sit with your group.
- Reposition children who are causing distractions.

Huddles (2:10-2:30)

- Each grade will be assigned to different huddle rooms.
- There should be no more than three huddle groups in a room.
- The main purpose of huddles is to build positive relationships.
- Here is the list of priorities for the huddle leaders:
 1. Get to know the kids informally. Ask general questions and have each child answer them. You answer the questions, too! (i.e. What is your favorite candy, etc.)
 2. Do the Bible study with the students by looking up the passages and having them answer and write down the correct answers.
 3. Review the lesson that was taught. Question sheets will be provided. Play a review game to get the kids involved. Help the kids draw application from the lesson.
 4. End the huddle time with prayer. Pray for each child and their needs.
- **Huddle leaders should remain with their groups at all times!**
If a child must use the restroom during huddle time, encourage him to wait. If he can't, ask a hall monitor to escort him to the restroom.

Child Dismissal (2:30)

Roseville District:

- Count the kids; compare actual number to number of children checked in.
- Collect nametags.
- Walk children to the buses.
- Ride on the bus back to the school.
- Distribute take-home booklets. (Works best right as they're leaving, so they don't leave them behind.)

Conner Creek:

- Walk the class back to their classroom at Conner Creek in a quiet and orderly fashion.
- Nametags are collected by Conner Creek teachers and kept at the school.

Please report any major incidents to Brien ASAP.

"CONNECT" POLICIES

APPROVED LEADERS ONLY: In most cases, only approved leaders are allowed in the rooms with the children **Applicants who have ever participated in, been accused or convicted of, or plead guilty or no contest to any type of abuse or sexual misconduct may not volunteer for children's ministry.**

ARRIVAL: All "Connect" leaders are to arrive by noon on Thursdays.

ABSENTEEISM: For a known upcoming absence, please inform Noelle Richter at 586-445-8910. **This is extremely important!**

DISCIPLINE: Setting limits for children is essential in providing a safe and happy place for them to learn. Misbehaving children should be dealt with accordingly.

1. Pray for an attitude of love and acceptance of the children.
2. Get to know the child well (rules – relationships = rebellion).
3. Anticipate disruptions.
4. Understand age-appropriate limitations.

SUGGESTIONS:

1. Use the child's name to refocus his/her attention.
2. Positively state what is expected of them regarding their behavior.
 - A. "Listen to what the teacher is saying."
 - B. "Let's say kind things."
 - C. "Please, let's take turns."
 - D. "Our hands stay on our own body."
3. Enlist the help of other leaders.
4. Move the child to a different seat to refocus attention.
5. Remember, our goal is to reach the child's heart.

THREE CHECK SYSTEM:

1. One check- better behavior is required--doesn't carry over to next month.
2. Two checks- the parent will be called to discuss the child's behavior. This will carry over to the future months.
3. Three checks- the child is removed from Connect for the remainder of the school year.

INAPPROPRIATE RESPONSES:

1. Yanking, spanking or hitting a child.
2. Public embarrassment.
3. Telling the child that he/she is bad.
4. Making threats without follow-up.
5. Leaving a child unsupervised in any location such as the hallway.
6. Yelling at a child.

SECURITY AND SAFETY

LEADER IDENTIFICATION: All leaders are required to wear "In the Light" lanyards with "Connect" nametags. This is to identify themselves to children as approved leaders.

CHILD IDENTIFICATION: Each child should be identified with a nametag. Nametags should be worn on the front of the shirt. Children who are not registered are not allowed to attend *Connect*.

FIRST AID: We may only dispense Band Aids, which are located in the pink cabinet in the Children's Ministry Resource Center. A red cross on the back of a child's nametag signifies a medical alert. Please be familiar with the specific medical alerts. Accidents involving blood, body fluids, or vomit must be reported to the Connect supervisor. Gloves must always be worn to assist with incidents with blood or body fluids.

EMERGENCIES: A 2-way radio will be on the yellow table in the CMRC, next to the first aid items. The *Connect* supervisor and church receptionist will be on the other end. All emergencies should be reported to the supervisor. If there is an immediate emergency, use a cell phone or the phone in the CMRC to call **9-911 (you must dial the first 9 to get an outside line)**.

VISITING PARENTS: If a visiting parent shows up, we will allow the parent to observe in a classroom. Parents are not to interact with the children, since they are not considered approved leaders. If there is any question, contact the children's ministry director or Connect Supervisor.

EARLY RELEASE: If a parent shows up to pick up a child, check-out must be done through the supervisor. There must be communication with the school when this happens.

TWO-PERSON RULE: Two leaders are to be present in each room at all times for everyone's security.

RESTROOM USE: Only women are allowed to enter the restroom with children. The purpose should be for supervision purposes only, not for assistance. All children must be escorted to the restrooms. There should be hall monitors present to help with the process, so huddle leaders can remain with their groups.

EMERGENCY EXITS: If there is a need to evacuate the building, exit at the nearest doorway. If doors are blocked, the windows may be used for escape. Meet at the baseball field. **Make sure to bring your roster to check names.**

Questions? If you have any questions or need assistance, contact Brien at church (586-445-8910), home (586-741-6353), cell 586-838-7200, or email (brien@cbcroseville.org).