

INTRODUCTION



Check-In

- First Time
 - Visit Kids Checkin Desk
 - Fill out Connect Card
 - List any food allergies, medical or behavioral concerns/diagnosis
- Keep security tag for pick up
- Second time and beyond
 - Check children in at the Kid's kiosk or check-in desk

Drop-off and Pick-up

- Accompany children to the classroom for drop off
- Ensure your child's name tag is applied and one is applied to diaper bags when applicable
- Present security tag for pick up. If you lose the security tag please visit the check-in desk for a new tag. To retain a replacement tag you must be on the child's profile.
- Be prompt for pick up following the main church service
- Be respectful of what is happening in the classroom
- Adult and teen family members are not allowed in classrooms. If you would like a brief tour or a few minutes to help your child get acquainted with the environment a team member must stay with you. All of our team members are background checked and have completed Discover Mosaic (Church Membership)
- Respond promptly to text messages when your assistance is needed.



ILLNESS POLICY **COLDS, FLU, OTHER VIRUSES**

- Any child presenting symptoms relating to the items below will not be permitted into Mosaic Kids until the symptoms are gone for at least a 24 hrs period of time.
- Acute cold
- Fever
- Excessive sneezing & runny nose (yellow/green discharge)
- Excessive coughing
- Vomiting
- Diarrhea
- Bleeding/wet diaper rash
- Sore throat
- Eye/ Ear infections
- Unexplained skin rash
- Parasites (nits, lice, mites, ringworm, etc.)
- Please help us protect every child that attends Mosaic Kids by being proactive and following the illness policy ascribed above.

CLASSROOM GUIDANCE

Nursery 0-2 year olds

- Room Availability
 - 7:45 AM - Little Scholars Combined 0- 23-Month-Olds
 - 9:30 and 11:30
 - All rooms open
- Little Scholars: 0-11 Months
 - Fill out the drop-off slip
 - Label diaper bag
 - Label bottle if applicable
 - Gerber puffs, teething bars, and apple sauce squeeze pouches are available
- Researchers: 1-Year-olds - Thinkers and Investigators: 2-year-olds
 - Label diaper bag
 - Goldfish, Apple Cinnamon Cheerios, and applesauce squeeze pouches available for snack
 - Sippy Cups with water given
- No outside food or beverage is allowed without team member approval
- Diapers are changed and checked 30 minutes prior to dismissal and as needed. Please check your child in with a fresh diaper.
- Potty Trained children will be escorted to either classroom restrooms or child-only restrooms at the beginning of the nursery hall.
- Classroom Lesson Plan:
 - Little Scholars
 - Playtimes
 - Worship Music
 - Researchers and Achievers
 - Playtimes
 - Worship Music
 - Snack
 - Thinkers and Investigators
 - Social/Freetime
 - Praise and Worship
 - Bible Story
 - Craft
 - Snack

Pre-K 3-5 year olds

- Room Availability
 - 7:45 AM - Investigators Combined 2- 3-year-olds
 - 9:30 and 11:30
 - All rooms open
- Classrooms:
 - 3 year olds
 - Achievers and Engineers
 - 4-5-Year-Olds
 - Geniuses (2 rooms with one entry)
- Children who are not potty trained
 - Families will be paged to change pullups or diapers
- Classroom Lesson Plan
 - Freetime
 - Welcome and Rules
 - Praise and Worship
 - Bible Story
 - Craft
 - Snack (Goldfish, cheerios, or applesauce squeeze pouch)

Elementary K-5th Grade

- Room Availability
 - 8 AM K-5th grade grouped together
 - Elementary Auditorium
 - 9:30 and 11:30 (All rooms open)
 - Kindergarten - 1st grade - Upstairs
 - 2nd-5th grade - Elementary Auditorium Downstairs
- Assigned grade based on CMCSS standards unless otherwise noted by a parent where a child in public school has been held back or advanced a grade level
- Snacks only given to children that stay more than one service due to parents serving on a Sunday team
- Classroom Lesson Plan
 - Free Time
 - Welcome/Opening Activity/Rules
 - Offering
 - Praise and Worship
 - Bible Story
 - Review and Small Groups
 - Free Time before dismissal