

## CTK Getaway- Children's Information & Procedures

Please see the getaway schedule for times/locations of Children's Programming.

### ALL AGES

**Two-adults:** When under church supervision, our policy is to maintain a minimum of two adults with children at all times (except escorting to bathroom as noted below).

**Snack/Allergies:** Children will be served a snack and water during the morning sessions. Please let the volunteers in the room know of any restrictions beyond what was indicated on their registration form.

**Contacting Parents:** A church staff member or volunteer will find you in the adult session if you are needed for your child.

**Hot Cocoa:** Please ask your children to keep hot chocolate in the dining hall and not walk around with it (especially in the carpeted areas). Children should NOT bring hot chocolate with them to their sessions with volunteers.

### 3 YEARS & UNDER

**Sign-in/out:** Parents please accompany children and sign-in/out using sheet provided each time children are dropped off/picked up.

**Diaper changes & potty-trained:** Parents will be contacted to change diapers and escort children to the bathroom. Parents are asked to take children to the bathroom before dropping them off and also periodically during breaks in the adult sessions.

**Sippy cups:** Parents are encouraged to bring one from home.

### 4 YEARS - GRADE 3

**Sign-in/out:** Parents please accompany children and sign-in/out using sheet provided each time children are dropped off/picked up.

**Children must have snow pants, boots, etc. with them Saturday morning after breakfast** as they will be going outside if weather permits.

**Bathroom:** Younger children will be taken to the bathroom in groups when possible or escorted to the bathroom by a volunteer who will wait outside the bathroom door. Older children will take themselves.

### GRADES 4 - 8

May escort themselves to and from activities at parents' discretion.

**Children must have snow pants, boots, etc. with them Saturday morning after breakfast** as they will be going outside if weather permits.

**Bathroom:** Children will be responsible for escorting themselves.

**Reaching Staff:** Dana: 617-331-9799, Laura: 508-864-1627, Amanda: 828-284-2641