



Guidelines for providing childcare within church settings in the Diocese of Dodge City.

1. Purpose:

To set forth guidelines for providing childcare within church settings

2. Guidelines:

- When childcare is provided, it is the decided preference that this care be provided by an adult (18 years of age or older) who has had a background check and has participated in a Protecting God's Children Awareness Training Session. This adult may be assisted by youth who are older than the children who are being cared for.
- Childcare is to be provided in a designated place that is suitable for such purpose and with easy access for parents, guardians, other adults.
- There will be sufficient number of people providing care for the number of children needing care.
- Childcare may be provided by youth who are at least 12 years of age. In this case it is essential that they have adult supervision. This means that a designated adult will intermittently visit the childcare location throughout the time that childcare is being offered. This adult should have had a background check and have participated in a Protecting God's Children Awareness Training Session.
- When youth are providing childcare, it is advisable that these youth have received some training in childcare as provided by various community agencies such as recreation commissions.
- When youth are providing the childcare and there is a need for more than one childcare person, there will be at least two childcare persons of the same gender present (excluding one boy and one girl combinations).

3. Responsibility:

Pastors (or designees), School Principals, Directors of Religious Education, Parish Youth Ministers, Directors of Diocesan Offices/Agencies, anyone in charge of diocesan events, programs, etc.

4. Procedure:

- A. Pastors (or designees), School Principals, Directors of Religious Education, Parish Youth Ministers, Directors of Diocesan Offices/Agencies, anyone in charge of diocesan events, programs, etc. will ensure that the requirements stated above are followed.
- B. The following information will be reviewed with the person providing childcare:
 - 1. Name and age of each child
 - 2. Location of the parents and how to reach them in an emergency

3. Expected length of childcare assignment
4. Emergency phone numbers
5. Snack information
6. Appropriate games and activities
7. Any other child specific information necessary to adequately care for the child/children.