



Guidelines for providing childcare during church activities in the Diocese of Dodge City *(Revised October 2018)*

1. Purpose:

To set forth guidelines for providing childcare during church activities.

(This does not apply to licensed day care facilities who must abide by State licensing requirements.)

2. Guidelines:

- When childcare is provided, the preference is for this care to 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 supervise and be assisted by youth who are older than the children who are being cared for.
- Childcare is to be provided in a designated place, a safe well-maintained physical environment (indoor and outdoor) that is suitable for such purpose. This space should be easily accessible for parents, guardians, and other adults.
- There will be sufficient number of adults providing care for the number of children needing care. A typical recommendation for infants to six-year olds is eight children per adult; for seven- to ten-year olds it is eleven children per adult.

3. Responsibility:

The coordinator of the event, program, meeting, gathering, etc. will ensure the guidelines stated above are followed.

4. Information the Adult Childcare Provider should have:

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 (keeping in mind potential food allergies)
6. Any other child specific information necessary to adequately care for the child/children (including food allergies).
7. Appropriate games/activities will be used with the children