



## **Special Needs Ministry Policies**

### **Ministry Statement:**

“Connecting kids to God and others.”

### **Statement:**

Designing and implementing curriculum to meet the needs of each individually identified child.

### **Policies:**

1. If a student needs to be changed (bathroom issues), parent will be called to do it.
2. If a student needs to be fed, a parent will be called to do it.
3. The ministry will be during 9:15 am and 10:45 am services.  
The students will be assigned to a service time where their spot is guaranteed. If the parents choose to attend a different time, we can not guarantee buddy/self-contained services.
3. We will strive to include the child as much as possible in the regular classroom with the assistance of a buddy.
4. The Champion’s Club room is the “cool down room”, and self-contained room for those students with more special needs.
5. If a child hits, kicks or harms another student, it will be up to the leaders’ discretion whether the parent should be called.
6. Team approach: Parents will fill out a form that informs us of their child’s condition, what triggers negative behavior, what works to calm them, and how they can react in certain situations.

7. Emergency Issues: The security team will be called. They will let the children's director to call the parents.
8. Staffing (ideal): 2 students to 1 adult.
9. If there is an issue with the child, please notify the team leader or the children's director and they will discuss with the parents.

**Parent Policies:**

1. Come when you are called!
2. Inform the staff as you drop your child off if they have had an accident that morning, or if they have had an "off" day/week, so we can work with them to have a calm learning time.

**Behavior Management:**

1. Fit the plan to the child's specific needs.
2. Variety of positive reinforcement- tactile objects, sensory breaks- to help the child move towards reaching the goal (learning more about Jesus).
3. Team approach! Work with parents so we can use what works for them at home.