

WELCOME TO...

BKrew

HANDBOOK//2022

Dear Youth Leader,

Welcome to the Bethany Kids Team! We are excited and thankful that God has brought you to help us minister to the children and families of Bethany Church.

One of my favorite expressions is that we do not do “childcare”; we do children’s ministry! Our goal each week is to minister to hundreds of children in ways that are fun, exciting, age-appropriate, engaging, and safe. We want our messages to be biblical and memorable so we do our best to have songs, games, skits, crafts, activities, and illustrations that all reinforce the lesson each week.

We are partnering with families to make disciples of their children and have the privilege to help raise up future church leaders, community leaders, missionaries, worship leaders, and pastors that God will use to transform families, communities, nations, and the world!

Thank you for being willing to use your God-given gifts and talents to impact the next generation! We thank God for you and very much appreciate you because your sacrifice and investment of time and energy is so valuable in the lives of these children.

May the Lord bless you and keep you,

Pastor Adam & the Bethany Kids Staff



Bethany Kids Mission

- Bringing all kids into the life, family, and purpose of God

Bringing all children into the life, family, and purpose of God means that we want to introduce kids to Jesus, have them fall in love with Him and His church, and help them discover their gifts and calling as Christians!

In Matthew 19:14, Jesus said, *“Let the little children come to Me and do not hinder them, for the kingdom of heaven belongs to such as these.”* This is why we create environments that are fun, exciting, age-appropriate, engaging, and safe. We partner with families to build biblical foundations so that these children are excited about the gospel and ready to live it out!

Bethany Kids Values

- **Discipleship** - Inviting kids to follow Jesus
- **Groups** - Living life in community
- **Holy Spirit** - Living a Spirit-filled life
- **Prayer** - Talking to God everyday
- **Students** - Engaging kids in God’s purpose and plans
- **Word** - Standing on the Word of God
- **World Missions** - Giving and going everywhere
- **Worship** - Expressing our love for God and expecting His presence

Mandatory Reporting

Bethany Church is a mandatory reporting agency. In providing for the protection and care of the children in our ministry, we fully comply with all federal and state regulations pertaining to the reporting of child abuse and neglect.

“Abuse” means the infliction, exploitation, or involvement of a child in an act that seriously endangers the physical, mental, or emotional health and safety of the child. “Neglect” means the refusal or unreasonable failure to supply a child with necessary food, clothing, shelter, care, or treatment that substantially threatens the physical, mental, or emotional health and safety of the child.

As a worker in the Children’s Ministry of Bethany Church, you are a Mandatory Reporter. This means that if you see or suspect child abuse or neglect, you are obligated to report it. The presence of a single sign does not prove child abuse is occurring in a family. However, when these signs appear repeatedly, you should consider the possibility of child abuse.

If any of these situation occur, you are to notify the BKids Director immediately and report the abuse/neglect immediately:

- You observe any behavior and/or signs that may indicate a child is being maltreated physically, emotionally, and/or sexually
- A child confides in you about a situation that makes you suspect there is a situation of neglect or abuse

To report alleged abuse/neglect that requires immediate attention (the individual lives with the child), call toll-free 1-855-4LA-KIDS (855-452-5437) to speak with a trained specialist 24 hours a day, 7 days a week. To report alleged abuse/neglect that does not require immediate assistance (the individual does not live with the child), go online to the Louisiana Department of Children and Family Services Mandated Reporter Portal and fill out the Mandated Reporter Form online.

BKrew Commitments

As a BKrew team member, you play an important part in ministering to children and families each week! There are four commitments every BKrew member makes:

1. **I will Grow** - you need to be growing in your personal walk with Christ.
2. **I will Serve** - you are there to help minister to kids, not hang out with friends.
3. **I will Disciple** - teach kids about Jesus and show what a Christian looks like.
4. **I will Submit** - before you can lead, you need to show you can follow.

BKrew Expectations

As you begin serving in Bethany Kids, here are the expectations we have for you and what you should expect from us.

During the week

- To be involved in Bethany Kids, you must know Jesus as your Savior.
- Your attitude, actions, and speech must honor Jesus Christ. Do your best to live a holy life by avoiding the appearance of evil and abstaining from all questionable activities or entertainment. Remember that you represent God and Bethany Church both on and off campus.
- Be very careful on social media. Do not post, watch, read, or “like” something that would grieve the Holy Spirit and dishonor the Lord you serve.
- We are a team so do not gossip, cause strife, or speak disrespectful to others.

Pre-Service

- Arrive 45 minutes before your assigned service begins.
- Check in at the Registration desk to print and wear your tag so the kids will know your name.
- Attend the pre-service huddle to pray, receive instructions, and go over the service.
- Try to greet every child by name when they arrive. Kids must be checked in and have a tag on before entering so check their tag, greet them by name!
- Be excited, smile, be enthusiastic, and make them feel welcome!

During Service

- Lead by example - sing, laugh, raise your hands, pay attention, worship, say amen, and sit with the kids. Stay off of your phone and avoid just hanging out in the back or against the wall. Kids are watching you so show them what it looks like when someone loves the Lord!
- Make sure children do not leave the ministry area and never leave a child unattended. Accountability is critical in the children's ministry so never be alone with a child.
- Be proactive instead of reactive. If you see something that needs attention, offer to help instead of waiting to be asked. Stay engaged with the service and think about what is coming next so that you are ready.
- Avoid causing distractions and disruptions so no roughhousing or pretend fighting. A leader should not have to correct your behavior as well as a child's.
- Your focus should be on the kids. This is not a social time for you and your friends.
- Be respectful and obedient to the adults in authority at all times.

Post-Service

- Help clean up before you leave.
- Follow the "serve one-attend one" policy. If you served one week, then attend the regular worship service the next week. God wants you to grow as a Christian so don't use the children's ministry as an excuse to skip the main service.

Always remember that serving is a privilege, so if you are not meeting these expectations, then you will be invited to take a break from serving on the Bethany Kids team. Ministering to children and their families is difficult but we will be your biggest cheerleaders! We believe in you and very much appreciate your heart and your willingness to serve the children and families of Bethany Church!

How should I dress? _____

- In both attire and behavior, you should strive to demonstrate biblical standards in all situations. Dress comfortably but be neat and clean in your appearance because you are ministering to kids and their families.
- Wear your Bethany Kids shirt and your printed name tag. You can wear a long-sleeved shirt under your Bethany Kids shirt or an open jacket, but do not cover your Bethany Kids shirt or your printed name tag.
- Dress as you would for church so do not wear shorts, short skirts, or loungewear (sweatpants, leggings, pajama pants, athletic wear).

Policies and Procedures

Our goal is to create environments that are fun, exciting, age-appropriate, engaging, and safe. To ensure accountability and to help parents be confident in the well-being of their child, we have established the following policies and procedures.

Check-In & Check-Out

- Every child must be checked in and given a tag when entering service
- When checking out, a child is allowed to leave only with a parent who has the proper security tag.
- If a parent has lost their tag, then let the coordinator or director know.

Locked Entries

- Access to the Bethany Kids area should be limited to the pastoral staff, Security Team, and the Bethany Kids Team. These are people who have completed background checks and have been cleared to be around children.
- If you are suspicious of anyone in the Bethany Kids' area, immediately notify the coordinator or director.

Physical Touch

- Appropriate displays of affection include handshakes, high-fives, kneeling or bending down for brief hugs (side hugs for men), pats on the head, shoulder, or back, holding hands during prayer, and sitting beside small children.
- Inappropriate displays of affection include kissing children, lengthy embraces, holding children over 3 years old on your lap, touching knees or legs of children, wrestling, tickling, piggyback rides, massages, and any form of unwanted affection.
- Avoid comments or compliments (spoken, written, or electronic) that relate to physique or body development.

Restroom

- Adults are not allowed in the restroom with children, except under special circumstances, such as an accident. When those occasions arise, a female leader over the age of 18 must be present.
- A male leader should never accompany a child inside the restroom.

Emergencies

- In the event of an injury, emergency, or an evacuation, please stay with the small-group leader, follow their directions, and assist with keeping the kids calm.

Service Opportunities

Just as kids come in all shapes and sizes, so do the fantastic volunteers who minister to them each week! We want to make sure you have the opportunity to discover and develop the gifts that God has given you while serving in Bethany Kids. To help you do that, we have service opportunities in several different areas.

- **BTots classroom helper** - work with class leaders in BTots classrooms
- **Registration Table helper** - help welcome families and kids during check-in
- **Hallway greeter** - help direct and escort families and kids for service
- **Worship team** - be energetic and show kids through actions and words that worshipping God is *fun!*
- **BKids small-group helper** - help the small-group leader with the lesson, partner with kids who need extra focus, and help leader maintain order and focus
- **Production team** - help run audio, video, and lights in the sound booth