

SERVING GUIDE: PRESCHOOL KIDS CHURCH

Preschool Kids Church is a program delivered to kids aged 2 - 5 years, until children begin school. It is held during the 9am church service at both the 9am and 11am services.

Preschool Kids Church content teaches kids the Bible is all about Jesus! The program trains children to sit and listen and learn from God's word together, and to pray together. We show preschoolers how every story points to Jesus through a 1 year program.

The allocated weeks of serving as a leader on Preschool Kids Church is within the WEC Sunday Service Roster. This is emailed to all WEC members who are members of a ministry team every three (3) months.

The practical responsibilities on a week-to-week basis to lead Preschool Kids Church 9am are as follows:

1. During the week, pray for the kids that you are involved in shepherding, asking God to help you to explain his word clearly, and that he would help the kids to understand and grow in their love and knowledge of Him.
2. If you are responsible for the teaching at Kids church on Sunday:
 - 2.1. During the week you will receive the lesson by email from the 9am Preschool Kids Church leader. Before you teach each lesson, it is extremely important that you pray, read through the Bible passages, and read through the lesson, since it is God who helps us teach and who opens the hearts of these children to his truth. Prayer and preparation will take about an hour on the weeks that you teach.
 - 2.2. You will need to be very familiar with the lesson plan, and have thought through how to enthusiastically teach and persuade the children of the truth from God's word in an age appropriate manner.
 - 2.3. Please keep to the big idea of the lesson. You may not have time to complete every activity - but the Bible time, discussion and prayer have the top priority and must be completed. The big idea of the lesson or the Bible passage have been carefully considered and prepared to form part of the overall discipling and teaching of our children.

- 2.4. Prior to Sunday speak with the 9am Preschool Kids Church Team Leader if you have any questions or concerns regarding the kids church lesson or kids church group members.

3. On Sunday:

- 3.1. Arrive at church at 8.30am prior to 9am service (this allows enough time to prepare for Kids Church and pray with your co-leader).
- 3.2. Collect the resource tub and green craft bag from the main hall (MCP) and take to the Preschool Kids Church room - J block.
- 3.3. Set up the room by opening the blinds, rearranging chairs/tables and turning on heating or cooling (or opening windows).
- 3.4. Prepare the room for specific activities. Where there are songs/movies turn on the screen and connect the iPad.
- 3.5. Leave the room to be back for the start of the 9am service. Keep an eye out for new families and kids, if there is time introduce yourself and invite new children to the kids church.
- 3.6. At the beginning of the break during the main church service, head straight up the back and meet the children outside the hall. Make sure you are wearing a yellow vest to identify yourself as a leader. If there are new children, make an effort to meet them and their parents and introduce yourself. You may be able to ease their minds and make them feel happier about coming to Kids Church. Provide Registration forms for parents to fill in for new children.
- 3.7. Ask the group if any children wish to go to the toilet before Kids Church. Walk them up as a group to your room - keep careful control of the group so that there are no accidents on the way.
- 3.8. When settled in the room take the roll.
- 3.9. Complete the Kids church program. Aim to be enthusiastic and excited about God's word (the kids will learn most when you are excited about what you're teaching).
- 3.10. A controlled classroom is essential to help kids learn. You will need to be familiar with the Kids Church Three (3) Step discipline procedure, as outlined at the bottom of this document. Follow the discipline procedures consistently. Refer to 'How Kids Church works best' (kids church agreements) at the beginning of a lesson or when necessary.
- 3.11. Kids Church normally aims to finish by 10:20am. Parents will come up to the OOSH room to collect their children. Mark the roll with a tick to sign them out.
- 3.12. At the end of Kids Church clean up the room and return it to the original seating order as you found it. Please leave the room in a tidy state. Please make sure all lights and air conditioning are off, windows closed and blinds down.
- 3.13. Take the WEC suitcases/resources back down to the main hall. Leave the resources near to the stage - where the storage area is open.

- 3.14. Please make an effort to talk to other congregation members for mutual encouragement &/or follow up with parents to encourage them regarding their child's involvement in Preschool Kids Church.
- 3.15. If there were any problems or changes required in the Preschool Kids Church contact your Kids Church Team Leader.

A typical routine for 9am Preschool Church is as follows:

9:15	Children eat morning tea while the roll is marked and the lesson introduced
9:25	A short activity introducing the "big idea"
9:30	Bible Time (a simple Bible story)
9:40	Discussion and questions
9:50	Prayer
10:00	Songs & memory verse
10:05	Craft or other activity to illustrate the "big idea"
10:15	Packup and optional closing game or freeplay
10:20	Parents arrive to collect children.

Suitcases & Green craft bag

These contain all the resources required each week in preschool kids church.

This includes general equipment - Big Picture Bible, toys, glue, pencils and textas, sticky tape, cleaning supplies, Compassion collection money tin and iPad for songs/movies.

The green bag contains any Bible story book other than Big Picture Bible, the craft for that week plus 'take home sheets' and any novelty item that might be needed for the lesson.

Toileting

It is best to encourage children to go to the toilet before kids church starts. If a child needs to go to the toilet, text their parent. The parent must come to the room to collect them. There is a toilet located just behind our classrooms. A leader is never to take a child to the toilet.

Kids Church Three (3) Step Discipline

*Agreements

How Kids Church Works Best

- * Listen to your leader
- * One person speaks at a time
- * Hands and feet to yourself
- * Help each other learn about Jesus!

1. **Reminder:** When a child breaks one of the agreements*, remind him or her of the agreements. Have the child repeat the broken agreement with you.
2. **Personal Visit:** If an agreement is broken a second time, walk to the child and speak to them privately. Bend at the knees if possible to make eye contact with the child in a non-threatening manner. Tell the child they have broken the agreement and explain to the child what the next course of action will be if they break the agreement again.
3. **Immediate Consequence:** At the third break, there should be an immediate consequence like a visit to time-out, or removal from a game.

NOTE:

- Threatening to talk to Mum or Dad after class is not an immediate consequence.
- Do not take a child back to their parents in church. Call the child's parents and ask them to come to the Kid's Church room and ask them to sit with their child in the class at the back.