

**Due to the recent COVID-19 pandemic, it is important that you read and agree to our Bethel Baptist Church policies and procedures before registering your child for Vacation Bible School.**

**If your child has been sick or has had flu like symptoms within 24 hours of his/her first day of VBS, he/she will not be able to attend VBS for the entire week. This also applies to all volunteers.**

## **Bethel Baptist Church VBS Arrival Procedures**

Registration will begin at 8:30AM Monday through Friday. There will be a registration tent set up in the far east parking lot behind Classic 50s for both preschool and grade school children. You will need to enter the parking area east of Classic 50s on Lindsey Street and instead of following the drop off line, you will park and walk up to the tent to register. When you register, you will get a car sign with your child's name on it. If you have pre-registered online, your car signs will be available when you drop off your child at his/her designated area on the first day he/she attends. This sign will need to be visible on the dashboard of your car during drop off and pick up each day. If there is no car sign, you will be asked to park your car so that we can check your ID and match your name with your child's pick up list.

If you have children in both preschool and grade school, please drop off your grade school child(ren) first so that traffic does not back up on Lindsey Street.

- Preschoolers (4 yr.-kindergarten) will be dropped off on the west side of the church and will line up on the playground with their class. Please pull into the parking lot on Lindsey Street, drop off your child at the playground with the teachers, and exit the parking lot on McGee Street. All traffic in the parking lot will be one way. If it is raining, drop off traffic will remain the same, but the preschoolers will line up inside the building in the lobby. If your child is already registered, please do not drop off your child before 8:45AM.
- Students (grades 1-5) will be dropped off in the east side parking lot of the church closest to the building and will gather in their grade level designated area. Their grade level is the grade they just completed. You will need to enter the parking lot east of Classic 50s and weave around to the building so that traffic does not back up on Lindsey Street. Please make sure your car sign is visible on the dashboard of your vehicle during drop off and pick up each day.
- Greeters will be available in the parking lots to assist in getting children to their correct destination.
- Teachers will begin escorting children into the building at 8:55. All outside doors will be locked at 9:20AM. If you need to enter after that time, or if you need to pick up your child early, please ring the doorbell on the east side of the building, and someone will be there to assist you.

# Bethel Baptist Church VBS Dismissal Procedures

- Parents or approved pick-up guardians of preschoolers must pick up their child from their designated spots on the playground. Children will not be released to older siblings. If you prefer to walk up and pick up your child, please park your vehicle across the street (Annex parking lot) and walk across to the gate of the playground. You will still need your car sign with your child's name on it for your child to be released to you. All traffic in the parking lot of the church will be one way, and there will be no parking. If you also have grade school children, please pick up the grade school children first so that traffic does not back up on Lindsey Street.
- Preschoolers who attend daycare will be signed out by their daycare director each day and will be gathered in the west side lobby of the building.
- Students in grades 1-5 who attend daycare will be gathered in one spot in the auditorium for the daycare directors to sign them out and take them back to the daycare.
- Parents or approved pick-up guardians of students (grades 1-5) must pick up their child from their designated grade level area in the east side parking lot. You must have your car sign visible. If you choose to walk up and pick up your child, please park your vehicle across the street (Homeland parking lot) and walk across to your child's teacher. You will still need your car sign with your child's name on it for your child to be released to you. ***Students will not be released to meet parents anywhere inside or outside of the building.***
- The person picking up the child must be on the registration card, no exceptions. We will not accept verbal requests to add an approved pick-up guardian on the phone. Please understand that the child will not be released to anyone not on the card. In order to ensure student safety, the VBS director maintains a list of individuals who are authorized to obtain the release of students in attendance at VBS. This list is kept on the student registration card that the parent/guardian provides to the church.
- Custodial parent/guardians may amend this list, and all changes to this list must be made in person. We cannot accept changes over the phone, via text message, or email.
- No student may be released to the custody of an individual who is not the parent or guardian of the student, unless the individual's name appears on this list.
- Certified copies of any court orders or divorce decrees provided by the custodial parent, which restrict a parent's ability to seek the release of his or her child shall be maintained in the office.
- In the event of an emergency, the VBS director may release a student to an individual not appearing on the approved list **ONLY** if the parent or guardian has contacted the VBS director and approves the release. Early excuses for emergency reasons should be requested in writing by the parent or guardian. The person seeking the student's release must sign the register with the teacher.

**We are excited to have your child with us in a safe environment as we carry out the mission of our church which is to love God, love people, and make disciples.**

