



Pine Ridge Children's Ministry Handbook

2024-2025

A ministry of

Pine Ridge Presbyterian Church

7600 NW Barry Rd.

Kansas City, MO. 64153

(816) 584-1655

Mission Statement

Love Jesus, Grow in Faith and Change the World.

Values

We will provide a nurturing environment so our children feel loved, respected and valued. Our Sunday School program will guide children to...

Love Jesus: Immersing them in the life and teachings of Jesus

Grow in Faith: Creating a welcoming, worshipful environment that honors each child's uniqueness

Change the World: Affirming that all people are spiritual beings created in the image of God, known and unconditionally loved by God

© 2023 SHINE CURRICULUM

Children's Ministry Overview

Co-Directors:

Ashley Ring & Michelle Miller

childrensministry@pineridge.org

(816) 584-1655 ext 106

Children's Ministry Offerings

Sunday School

All Church Fall Kickoff & Pancake Breakfast

Musicals

Trunk or Treat

Advent Activities

Kris Kringle Krafts

Christmas Pageant

Lent Activities

Easter Egg Hunt

Summer Sunday School

Other Faith Formations

Baptism

3rd Grade Bibles

4th/5th Grade Fellowship

Communion Class

Children's Offering Mission

Faith Development

Ages 4 - 5th Grade

Faith development is an ongoing process - it flows from one age to another. Children need to experience the same Bible stories and Christian teachings at many different stages of their faith journey, because their ability to comprehend continues to evolve as they grow.

God	<input type="checkbox"/> God loves me, no matter what <input type="checkbox"/> Jesus is the Son of God <input type="checkbox"/> I can experience God's love through family, friends and caregivers. <input type="checkbox"/> God loves everyone, no matter what
Worship	<input type="checkbox"/> Church is a safe and loving place <input type="checkbox"/> I can offer prayers for others <input type="checkbox"/> I can understand and participate in the order of Worship <input type="checkbox"/> I have a sense of belonging in my Church congregation
The Bible	<input type="checkbox"/> The Bible helps me to know how God wants me to live <input type="checkbox"/> I can discuss the meaning of stories in the Bible with others
Home & Family	<input type="checkbox"/> My family reads stories of faith and prays together <input type="checkbox"/> My family connects church and family <input type="checkbox"/> My family serves those in need, and enables me to serve too
Relating Faith to Daily Life	<input type="checkbox"/> Guide me in play that helps me learn the fruit of the Spirit - love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control <input type="checkbox"/> Let me help others in daily activities <input type="checkbox"/> Offer a blessing before meals <input type="checkbox"/> Pray with me for the people I love and also people I do not know
Community & the World	<input type="checkbox"/> I can participate in servant ministry in the community and begin to understand how my actions impact those around me.
Significant Terms & Images	<input type="checkbox"/> Love, Joy, Golden Rule, Hope, Trust, Truth, Sacrifice, Disciple, Forgiveness, Peace, Cross, Communion, Baptism, Faithfulness, Miracle, Thanksgiving, Heaven, etc.
What Teachers & Parents Provide	<input type="checkbox"/> Help children to understand that God gave them unique gifts, and provide opportunities for them to share those gifts <input type="checkbox"/> Read stories and sing songs of God <input type="checkbox"/> Pray simple prayers for me and with me <input type="checkbox"/> Talk about God, community and love <input type="checkbox"/> Model love of God and neighbor

Sunday School - ages 4 to 5th grade

Families please meet in the Sanctuary for Worship starting at 10am! Children will be invited to come up for a Children's Moment during Worship. They will be dismissed after the Children's Moment with their Sunday School teachers to the Gordon Chapel. Sunday School will last for the duration of Worship. Please pick up your children in the Gordon Chapel. Weekly communications will be sent to families with important information and upcoming events - if you're not on the email list, please reach out!

Curriculum

***Shine: Living in God's Light* is a dynamic Sunday school curriculum that engages Christian communities and families in their life together**

- Calls children to experience the transforming power of God's love and shine God's light in the world
- Nurtures trust in God and invites children to follow Jesus
- Encourages imaginative, interactive biblical storytelling
- Explores the meaning of the Bible within the gathered community
- Cultivates the inner life of the Spirit through spiritual practices
- Expresses faith through lives of compassionate peacemaking and service

If you want more information visit shinecurriculum.com

© 2023 SHINE CURRICULUM

Baptism

All ages of Baptism are welcome here - young and old! Baptism is done during Worship. The child's parents/guardians and the congregation make promises to nurture the baptized child in the Christian faith. Zoom is always available so extended family and friends can join the celebration. A children's bible and candle is presented by the Children's Ministry. If you have any questions regarding baptism please reach out to the church Pastor.

Third Grade Bibles

Congregations and formation leaders often gift children bibles and present them in worship. Children's bibles are presented to 3rd graders (or elementary age children) as they become more proficient readers. If your older child has NOT received a bible - please reach out and we will get one for you!

4th/5th Grade Fellowship

More information to come!

Communion Class

More information to come!

Children's Offering Mission

As followers of Jesus Christ and a Matthew 25 Church we are called to love and care for our neighbors near and far. We seek to live out our call in various ways including through our Children's Offering Mission.

Guidance and Discipline

We use positive guidance and redirection when inappropriate behaviors occur. There may be times when a toy or materials need a time-away or when a child needs to take a break to calm down. If a child's behavior is severe or consists of hitting, kicking, biting, spitting, or throwing objects, the child's parent/guardian(s) will be contacted. Once the child is able to demonstrate self-control, they can return to the program. Our goal is to guide children toward self-control and self-discipline. Students will learn appropriate self-control and self-discipline behaviors through role modeling positive interactions, and living the virtues of the Fruits of the Spirit: love, joy, peace, patience, kindness, goodness, gentleness, faithfulness and self-control. For more details on our discipline policy click [here!](#)

Illnesses and Injuries

Please Keep Your Child Home If:

- Fever has been above 100 degrees any time in the last 24 hours
- Child has been on antibiotics for less than 24 hours
- Child has an undiagnosed rash
- Child has had liquid stools or has vomited in the last 24 hours
- Child has heavy green nasal discharge
- Child has constant cough
- Child has inflammation of the eye or redness and drainage

We need to know about illnesses, especially infectious diseases. If a child at Sunday School shows a sign of an illness that has not been diagnosed by a doctor as non-contagious, we will contact the parent/caregiver to pick up the child.

The staff will make every effort to help children observe good health practices such as hand washing after using the bathroom, using tissues for blowing noses and for covering mouths when we cough and sneeze.

If an injury occurs, we will follow these procedures:

- **Minor Injuries:** For minor scrapes, scratches and bumps the volunteers will use appropriate first aid and inform parent/guardian.
- **Serious Injuries:** Assess Situation
 - Call parent - if deemed necessary 911 will be called first
 - Use Appropriate First Aid

IMPORTANT: Please have all current phone numbers on your child's registration form: home, work, cell, and all emergency contacts!

Safety

In order to provide a safe environment for your child, staff members and volunteers are required to have a physical assessment, a background check, and a love of children. Anyone wishing to work with children or youth in the church will participate in the Pine Ridge Volunteer Screening under the Child & Youth Protection Policy. All staff members and volunteers will fill out a "volunteer/employment screening form" and will complete a child safety training and test. For more information on the CYPP please click [here](#) or contact childrensministry@pineridge.org

Playground Rules

- The playground is not designed for anyone over the age of 8 to be climbing on, this does include the use of the net swing. The arm that extends beyond the playground support posts is not able to hold several hundred pounds. No more than 3 children are allowed on the net swing at a time.
- Teachers will be stationed in various areas of the playground, especially around the swing area. Teachers can push the children on the swings, do not allow swings to hit other swings or the support posts. No standing on the swings.
- Teachers shall maintain a safe environment. Playground equipment shall be used in the manner for which it was designed.
- Climbing on the fence or black rock barrier will not be allowed.
- Rocks and/or toys may not be carried up into wooden play structure or into the tube.
- No pushing or shoving while climbing or on the play deck.
- Standing on or jumping off the picnic table are not allowed. Standing on the tube is not allowed.
- No food is allowed inside the fenced area.
- Please leave the playground in good condition, this project took several years to save for and several months to complete.

PROCESS: Emergency Instructions - Fire

PERTAINS TO: ALL PINE RIDGE PRESBYTERIAN CHURCH

CONGREGATION MEMBERS AND STAFF

Pine Ridge Presbyterian Church requires the following be followed upon the discovery of a fire:

- Remain calm and avoid shouting "Fire!"
- Pull the nearest fire alarm, and notify those in immediate danger
- If possible and safe, attempt to extinguish the fire with a fire extinguisher or by cutting off oxygen to the fire.
- If it is not possible or safe to extinguish the fire, call 911 from the nearest safe phone and give the operator the location of the fire.
- Do not prop any fire doors open.
- Evacuate, using appropriate exits and escape routes. Parents' Day Out and Preschool will evacuate following their practiced procedures.

Pine Ridge Presbyterian Church requires the following steps to be followed in the situation that the fire alarm sounds Monday through Friday:

- Stop what you are doing immediately.
- Remain calm and follow instructions.
- Do not prop any fire doors open.
- Using the nearest appropriate exit or escape route, leave the building quickly and calmly. Do not take elevators.
- Do not look for other people or attempt to take along belongings. Parents' day Out and Preschool Directors will take children's contact information if an evacuation is necessary. Parents' Day Out children are required to nap with their shoes on in case of an evacuation.
- Parents' Day Out and Preschool children and teachers will meet up on playground. Staff members will report to their assigned location to assist with the evacuation of all children.
- Parents' Day Out infants and teachers will meet on toddler playground. Infants will be placed in evacuation cribs and rolled to safety in the toddler playground area.
- In case of inclement weather, Parents' Day Out and Preschool children will all be taken to Genesis House for shelter.
- Do not obstruct fire hydrants or any fire/rescue workers.
- Do not re-enter the building until fire officials or your supervisor informs you that you may.

Pine Ridge Presbyterian Church requires the following steps to be followed in the situation that the fire alarm sounds during Worship Service:

- Stop what you are doing immediately.
- Remain calm and follow instructions.
- Do not prop any fire doors open.
- Using the nearest appropriate exit or escape route, leave the building quickly and calmly. Do not take elevators.
- Do not look for other people or attempt to take along belongings. Nursery Director and Sunday School teachers will take children's contact information if an evacuation is necessary.
- Do not obstruct fire hydrants or any fire/rescue workers.
- Do not re-enter the building until fire officials inform you that you may.

PROCESS: Tornado & Severe Weather Emergency

PERTAINS TO: ALL PINE RIDGE PRESBYTERIAN CHURCH

CONGREGATION MEMBERS AND STAFF

The National Weather Service has developed a method of identifying storm conditions that foster the development of tornadoes. The classification and definition of storm conditions are:

- Tornado watch
- Tornado warning
- Other severe weather watch or warning

A "tornado watch" status indicates that weather conditions are favorable for the development of tornados. The "watch areas" are usually large geographic areas covering many counties or even states that could be affected by severe weather conditions including tornadoes.

A "tornado warning" is an alert issued by the National Weather Service after a tornado has been detected by radar, or sighted by weather watchers, or by the public. The National Weather Service provides the approximate time of detection, the location of the storm, and the direction of movement. A tornado can move from 25 to 40 miles per hour so prompt emergency action must be taken.

Monday through Friday, the Parents' Day Out Director will monitor a NOAA weather battery-powered radio. The radio is tuned to the National Weather Service radio frequency. Should a tornado develop which threatens our area, emergency response team members should initiate actions to notify and protect all office staff, members, and visitors in the facility.

If a Tornado Warning is Announced Monday-Friday:

Parents' Day Out and Preschool directors/teachers will follow tornado drill procedures. Pine Ridge office staff members will assist in their assigned areas in the efforts to relocate children to the lower level of the building.

For Parents' Day Out, infants, toddlers and 2 year olds will be taken by elevator to the basement in evacuation cribs - loaded on the elevator and moved to lower level. Cribs will be parked in hall near elevator door. Parents' Day Out Children (ages 3-5) will be taken down the stairs to lower level of the building. Preschool children will file out into the hallway near elevator door. Parents' Day Out children will all also line up in hallway near elevator door. All children will sit on the floor with their backs to wall.

Parents' Day Out Director will bring flashlights, weather radio, extra batteries and cell phone. The weather radio will be monitored and Parents' Day Out Director will sound the all clear when children are able to return to their classrooms.

Reacting to a warning during Church Service:

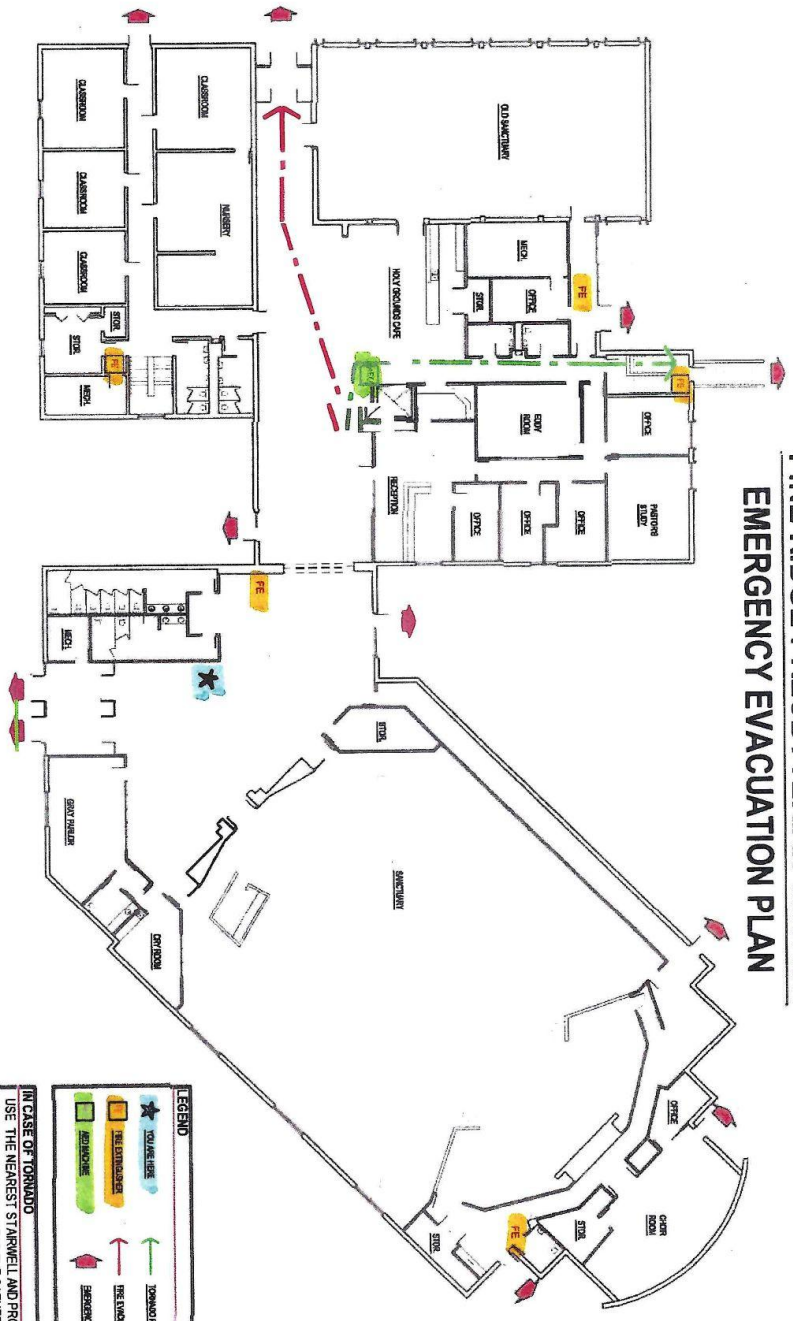
If a tornado or severe thunderstorm warning occurs during worship services, do not attempt to leave the building. Seek shelter in lower level of Pine Ridge Presbyterian Church in the center hall near the kitchen. If there is not time to go to the lower level, take cover under a sturdy table, desk, stairway, or in a closet or bathroom in the center of the building.

Children located in the Nursery or Children's Education wing will follow PDO/Preschool tornado drill procedures. Nursery Director and Sunday School Teacher Volunteers will assist in their assigned areas in the efforts to relocate children to the lower level of the building.

For the Nursery, infants and toddlers will be placed in evacuation cribs, loaded on the elevator and moved to lower level. Cribs will be parked in hall near elevator door. Children (ages 2-5) will be taken down the stairs to lower level of the building. Anyone in any of the Gathering Rooms/Sunday School Rotation Rooms will file out into the hallway near elevator door. Adults and children will all also line up in hallway near elevator door. All adults/children will sit on the floor with their backs to wall.

Nursery Director will bring flashlights, weather radio, extra battery and cell phone. The weather radio will be monitored and Nursery Director will sound the all clear when children/adults are able to return to their classrooms.

PINE RIDGE PRESBYTERIAN CHURCH EMERGENCY EVACUATION PLAN



FIRST FLOOR PLAN

LEGEND	
	VOLUNTEER
	TORNADO SHELTER
	THE STRONG ROOM
	EVACUATION ROUTE
	EMERGENCY ESCAPE
	THE EVACUATION ROUTE
	EMERGENCY ESCAPE

IN CASE OF TORNADO
USE THE NEAREST STAIRWELL AND PROCEED TO THE BASEMENT HALL, NEAR THE GATHERING ROOMS

IN CASE OF EMERGENCY EVACUATION
PROCEED TO THE NEAREST EXIT AND ASSEMBLE IN THE NORTH PARKING LOT.



Church Address: 7600 NW Barry Road Kansas City, MO 64153
Emergency Vehicles - West Entrance with Covered Portico