

North Hills Church

SCORE POLICY

Approved As Of: 2024



**NORTH HILLS
CHURCH**



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General Child Safety Procedures

- Individuals involved in the custody and care of children must observe the “two person rule.” This rule prohibits one-on-one interaction between a staff member / screened volunteer and a child in secluded or isolated areas.
- All rooms used by adults and minors together should be accessible (unlocked doors) and have open visibility (a window in the door or the door left wide open).
- Physical contact such as brief hugs and high fives are fine. No piggy back rides or sitting on shoulders. If a particular student seems to be intent on always hanging on you or clinging to you, find ways to avoid those situations, including direct instructions that such behavior is not allowed. Students should not be allowed to sit in your lap.
- Any SCORE leader who suspects a child is suffering from neglect or physical/sexual abuse must report that information to the ministry leader. For more information on North Hills Church’s Child Safety Process, please read our child safety policy [here](#).

Check-in/Check-out Procedures

Students are required to come to Score every day, unless they are sick. They should be released at the end of the day or for early dismissal only to a parent or relative. Students may be released to non-relatives with a signed authorization by the parent or guardian. All early dismissals must be in writing from the parent through a handwritten note, email, or by texting the app. These notes will be kept in the texting app.

Bathroom Use

Only the bathrooms upstairs in Building D should be used by the SCORE students. When taking one child to the bathroom, do not enter the bathroom with the child alone - another adult or child must be present. When taking your entire class to the restrooms, enter with the students for crowd control. One male worker and all boys or one female worker and all girls should enter the restroom together and then leave together. A children’s worker should never be in the restroom with a child alone. If you need additional assistance with taking children to the restroom, ask another staff member to assist you.

Changing Clothes for Pool Time

Staff and students should always change privately in one of the bathroom stalls. Staff may also use the family bathroom in the nursery hall. Staff and students should always wear shirts (and shorts for girls) to and from the pool.

Overnight Field Trip

There is one overnight field trip during the summer. Students will be sleeping in open tents and separated by birth gender. There should be no nudity in homes or tents. Changing can be done in the shower changing areas, bathrooms, in sleeping bags, or behind a towel. Medications will be administered by a nurse on hand if needed.