



Religious Education Safety Policy & Behavior Guidelines

The following Safety Policy and Behavior Guidelines have been developed by the Religious Education Committee for all RE program participants to follow at all times.

Safety Policy

To ensure the safety of all participants, possessing any of the following in the building or on the grounds is considered intolerable: weapons of any kind, materials for producing fire, fireworks including cherry and smoke bombs, illegal drugs, all inappropriate materials for age, including cigarettes and sexually explicit materials not used as part of a curriculum. These are all strictly forbidden.

Intolerable behavior includes the following: violent behavior towards oneself or others, inappropriate sexual behavior, threats or threatening behavior, leaving supervised areas (classrooms, playground, church buildings and patios) without approval from teacher or parent, and destruction of personal or church property.

Discipline Procedure if Safety Policy is not followed

Any violation of the Safety Policy will result in a child being returned to his or her parent immediately, even if it means parents are called out of the service. The DRE and RE Chair will discuss the problem with the involved parties to ensure no further violations occur.

Behavior Guidelines based on our Seven UU principles:

1. **We believe that each and every person is important.** Safety is our first concern! Only gentle play is appropriate on church grounds. Treat everyone with respect. Use caring language and behavior. Children in 5th grade or younger must remain in classrooms or supervised areas until picked up by parents.
2. **We believe that all people should be treated fairly and kindly.** Listen and follow directions. Be polite. Take turns. Care about one another. No bullying.
3. **We believe that we should accept one another and keep on learning together.** Make a commitment to regular attendance. Your friends and teachers depend upon you. Include everyone in activities and planning. Friends are welcome. Let them know our rules. Participate with enthusiasm.
4. **We believe that each person is free to search for what is true and right in life.** Share your ideas and respect the ideas of others.
5. **We believe that all persons should have the right to speak out and have a vote about what concerns them.** Express your opinions constructively. Respect group decisions.
6. **We believe in working for a peaceful, fair and free world.** Ask for help when you need it. Do your best to get along with others and to be helpful. Be willing to listen to reminders about your behavior.

7. **We believe in caring for our planet earth, the home we share with all living things.**
Take good care of our church. Help clean up. Be careful with our space, furniture and materials. Use only what you need. Be gentle with the plants and animals.

Discipline Procedure if Behavior Guidelines are not followed

If behavior guidelines are not followed there is a three-part discipline procedure:

- Part One- When a problem arises, teachers will refer to the class guidelines and specify which one(s) is/are not being followed. If the problem continues, give one verbal warning. If the problem still continues, remove the child from class to the care of the DRE or designated person. DRE will discuss behavior with child and either the child will be returned to classroom or continue time with DRE. DRE will bring the behavior problem to the attention of the parent after the service either in person or via phone call or email. In cases of persistent violations of behavior guidelines, please complete a Behavior Report and submit to the DRE.
- Part Two- If a child is sent to the DRE a second time in a calendar year, the DRE will discuss the behavior problem with the parent and child.
- Part Three- If problem continues, a meeting will be scheduled with all parties to develop a partnership and plan for improvement.

The Religious Education Committee encourages talking together to learn from each other in search of our own beliefs. We respect others and each person's right to speak. At the beginning of each school year, the teachers and students will discuss the Behavior Guidelines each family is required to sign as well as the guidelines below. Each class will then adapt them appropriately to their class and post in a conspicuous place in the classroom. All participants must agree to follow these guidelines. Teachers will remind students periodically of their agreement.

- Respect yourself and each other.
- One person talks at a time. Raise your hand to be recognized.
- Listen quietly when another person is talking.
- Make only positive comments about another person.
- Use indoor voices.
- Each person has personal space. Control your own body.
- Follow teacher's first request.
- You are allowed to "pass" during discussion.
- You are to remain in the group during all activities.

General Guidelines to prevent the spread of infectious diseases

UUCC's policy and guidelines on infectious diseases reflect our congregation's philosophy of respect for the worth and dignity of each individual. Given the irrational fears that some infectious diseases may produce, the most effective way to avoid unnecessary exposure and provide a safe environment in the church school setting is to learn how to prevent the spread of infectious diseases. Our RE program recognizes policy changes in accordance with new information and regulations.

Since we may not always know who has an infectious disease, it is important that the RE staff and volunteers use universal precautions when caring for children. Universal precautions will be reviewed annually during the fall teacher training.

Procedures related to personal hygiene:

- Implement a proper hand-washing technique: Apply soap with ten seconds of friction and then rinse with running water.
- Wear disposable gloves when touching blood or other body fluids. Change gloves after contact with each child.

Procedures related to food handling:

- RE staff, volunteers, and children will wash their hands before preparing or serving food, and before eating meals or snacks. Alternatively, a hand sanitizer may be used to rid hands of germs.
- Surfaces used for food preparation and serving will be cleaned.

Procedures related to toilet use and diaper changing:

- RE staff, volunteers, and children will wash their hands after using the toilet, changing diapers, assisting a child with toilet use, or coming into contact with blood, urine, or fecal material.

Procedures related to cleaning:

- Surfaces soiled with urine, blood, or fecal material will be cleaned with a disinfecting cleaner.
- Soiled materials (gloves, paper towels, tissues, and so on) will be placed in a readily identifiable bag for disposal.

Additionally, please follow these precautions:

- Children who have an infectious disease that can be communicated to others should be kept at home.
- When a child becomes ill, the child will be kept separated from the other children, and parent(s) will be called to come and take the child home.
- The child may return to UCC when the illness has passed.

Confidentiality is often a medical and legal requirement. Only RE staff and volunteer personnel who have a need to know will be informed of a child's specific health condition. Other children who may have come in contact with an infectious illness will be informed in more general terms.

The child's parents will notify the church if the child has attended UCC programming while having an infectious illness. UCC will then inform parents of other children in that class so they can watch for potential symptoms.

UCC will not employ a person whose health or conduct impairs the person's ability to properly protect the children's health, safety, and welfare.

Our family has reviewed the above policy and guidelines, as well as the policies regarding violations, and we agree to support them.

Parent/Guardian

Parent/Guardian

Child

Child

Child

Child