

EMERGENCY PROCEDURES

If a child is seriously injured while in Sunday School or other church activity, the parents of the child will be located immediately. An accident report will be completed by the staff or volunteer in that classroom. The parents/guardians will receive a copy of the report and a copy will remain at the church.

If a child sustains a minor injury such as a cut or bruise, appropriate first aid measures will be taken and the parents/guardians will be notified verbally at the end of the class or activity. If the child seems very upset by the incident, the parents/guardians will be located and brought to class.

If the church needs to be evacuated for any reason, please **DO NOT** attempt to find your child in the building. All children will be evacuated by the staff and volunteers. Children in first grade and older will be taken to the Forum Credit Union east of the church. All preschoolers, toddlers and babies will be taken south of the church to the grassy lot behind the Fellowship Hall. Periodically soundless fire drills will be run. Notices will be sent home and posted in the bulletin at least two weeks prior to the drill.