

Policies and Procedures

Safe Church

The Community Church of Richmond is up to date and compliant on issues of safety required of the church, as well as individuals working with children. Such issues include: regularly assessing the building for safety; performing background checks on each member of the LOGOS staff; making sure there are always at least two adults with our LOGOS students. Additionally, well-supplied first aid kits are located throughout the building.

Attendance/Absences

All youth and children are asked to check in with the Greeters when they arrive. Greeters are folks who are here specifically to welcome the children to LOGOS, check in guests, and develop relationships with our young people and our adults. All our youth and children are expected to participate in all five parts of LOGOS with their group throughout the afternoon and evening. *PLEASE CALL THE CHURCH* if your child is going to be absent from all or part of LOGOS.

School Activities

Bringing our children into a committed Christian relationship with GOD is an important parental responsibility, and a promise we as a congregation make at every child's baptism. The LOGOS Team is aware that sometimes school activities overlap LOGOS on Wednesdays. We ask that you make LOGOS a priority by making every effort to get your student here immediately following an after school activity. Please schedule music lesson, dental appointments, etc. on other days of the week.

Inclement Weather

If schools are closed for the entire day or for the afternoon LOGOS will be canceled. If in doubt, call the church office at 815-678-6521.

Visitors

Visitors are always welcome at LOGOS. To assure that we are adequately prepared, please call the church office at 815-678-6521 by 10:00 a.m. the Friday before to register the visitor. The visitor's meal and supplies will cost \$10 and we suggest the family who invites the guest pay for their participation. (Please give the money to the Director, Jean Valsa, when you arrive.) The visitor is expected to stay with the student and participate fully in all five parts. If after visiting the student wishes to join, please contact someone on the LOGOS Staff.