



VOLUNTEER HANDBOOK



**161 East Court Street
Prestonsburg, KY 41653**

REVISED AUGUST 2026

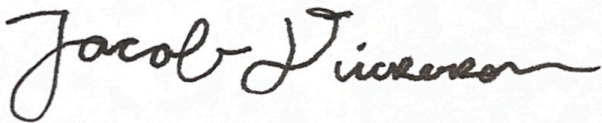
Hey, there!

I'm so excited you're taking out the time to check out this handbook as you're considering serving on the DCC KIDS team. I believe that Kids Ministry is THE most important ministry in our church, and I am truly grateful that you are wanting to partner with us in this way!

When you serve on the DCC KIDS team, I want you to know that you're not babysitting. Instead, you're creating an environment where kiddos can come to know Jesus! Studies show that 94% of Christian adults made the decision to follow Jesus before the age of 18, So what you do on this team MATERS and is making an internal impact!

As you check out this handbook, I prayed it is helpful, informative, inspiring, and better helps you understand the role that God has for you on this team; and, as always, if I can ever help you or serve you in any way as you, yourself, serve our kids, don't hesitate to reach out! I believe in you, and behind you, and in your corner!

Are you ready? Let's go!

A handwritten signature in black ink that reads "Jacob Dickerson". The signature is fluid and cursive, with a long horizontal flourish at the end.

Jacob Dickerson
Lead Pastor, Destination Community Church

Table of Contents

Destination Community Church Mission.....	4
DCC Kids Mission	4
What We Believe.....	5
Volunteering in DCC KIDS.....	6
DCC KIDS Environments and Ministry Roles	7
Curriculum.....	8
Volunteer - General Information.....	9
Volunteer Scheduling.....	10
DCC Kids Policies & Procedures.....	11
Drop-off / Pick-up Procedures	12
Safety and Hygiene.....	14
Bathroom Policies	14
Accidents and Emergencies.....	15
Well Child Policy.....	16
Child Abuse Information & Policies.....	17
Staff Contact Information	18

Destination Community Church Mission

To lead people into a growing relationship with Jesus.

DCC Kids Mission

To lead kids and families into a growing relationship with Jesus. We accomplish this through helping kids become who God created them to be by teaching the following:

Love God (*Belong*)

We teach kids and families who God is and what it looks like to live in a loving relationship with Him. More so, we help foster an environment that gives kids a place to belong in the body of Christ.

Mark 12:30; 1 Corinthians 12:27

Build Character (*Grow*)

We teach kids and families by word and deed how to individually grow closer to Christ. By modeling for them what it means to be Disciples of Christ, we assist kids in taking steps of spiritual growth through the study of God's Word, prayer, and the development of spiritual disciplines.

John 15:4; Colossians 3:16-17

Connecting with God (*Worship*)

Through small groups and corporate worship, kids and families will experience true worship, which is experiencing and connecting with God. They will learn that worship extends beyond music.

Romans 12:1

Lead (*Share*)

As kids and families grow in their faith, we help them see that they can influence others for Christ, and be a part of fulfilling the "Great Commission."

Matthew 28:19-20

Be the Body (*Serve*)

We help kids and families realize that they are part of a collective body bigger than themselves, and that by using their unique gifts, talents, and abilities for God, they can make a significant difference in the world for Christ through serving one another.

1 Corinthians 11:3, 12-14; Ephesians 4

What We Believe

About God

God is the Creator and Ruler of the universe. He has eternally existed in three personalities: the Father, the Son, and the Holy Spirit. These three are co-equal and are one God.

Genesis 1:1, 26-27, 3:22; Psalm 90:2; Matthew 28:19; 1 Peter 1:2; 2 Corinthians 13:14

About Eternity

People were created to exist forever. They will either exist eternally separated from God by sin, or in union with God, through forgiveness and salvation. When we die, we will either spend eternity in Heaven or Hell. Eternal separation from God happens in Hell. Eternal union with God occurs in Heaven.

John 3:16; 1 John 2:25, 5:11-13; Romans 6:23; Revelation 20:15

About Salvation

Salvation is a gift from God to mankind. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can we be saved from sin's penalty. Eternal life begins the moment one receives Jesus Christ into his life by faith.

Romans 6:23; Ephesians 2:8-9; John 1:12, 14:6; Titus 3:5; Galatians 3:26; Romans 5:1

About Jesus Christ

Jesus Christ is the Son of God. He is co-equal with the Father. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all people by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and will return again someday to earth to reign as King of Kings and Lord of Lords.

Matthew 1:22-23; Isaiah 9:6; John 1:1-5, 14:10-30; Hebrews 4:14, 15; 1 Corinthians 15:3-4; Romans 1:3-4; Acts 1:9-11; 1 Timothy 6:14-15; Titus 2:13

About the Holy Spirit

The Holy Spirit is equal with the Father and the Son as God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every believer from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. The Christian seeks to live under His control daily.

2 Corinthians 3:17; John 16:7-13, 14:16-17; Acts 1:8; 1 Corinthians 2:12, 3:16; Ephesians 1:13, 3:16; Galatians 5:25; Ephesians 5:18

About the Bible

The Bible is God's Word to all mankind. It was written by human authors under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living.

2 Timothy 3:16-17; 2 Peter 1:20-21; 2 Timothy 1:13; Psalm 119:105, 160; Psalm 12:6; Proverbs 30:5

Volunteering DCC KIDS

The following information is important for you to know, regardless of where you serve. DCC KIDS is a multi-faceted team serving many families. Please familiarize yourself with this essential information.

Becoming a Volunteer

Because safety is our priority, there are multiple steps to becoming a DCC KIDS volunteer. The onboarding process includes:

- Complete DCC KIDS Volunteer Application and/or Interview with DCC Staff
- Review DCC KIDS Ministry Handbook
- Complete Criminal Background Check
- Shadow a Current Volunteer / Training specific to service area
- Confirm Serving Role and Schedule Availability
- Help Lead Kids Birth - 5th Grade into a Growing Relationship with Jesus

Age Requirements

Adults 18 years or older can serve in any area of DCC KIDS as an assistant, leader, or teacher. Though we do not have restrictions limiting where adults can serve within the ministry, we do have some for our students to maintain an appropriate age separation between those serving and those being served. Generally, our younger volunteers serve in roles that assist our adult volunteers. All student volunteers are accepted and scheduled at the discretion of the DCC KIDS staff.

- **Middle School (6th-8th grade)** can assist an adult in Preschool or Check-In.
- **High School (9th-12th grade)** can assist an adult in Elementary, Preschool or Check-In.

DCC KIDS Environments and Ministry Roles

Environments

Nursery

Nursery classes are birth thru 3 years old. This environment is where faith is introduced, children are cared for as they play. A goal is low teacher/child ratios. The Nursery room is also a comfortable space where nursing mothers are allowed to privately feed their baby.

Preschool

Preschool consists of all children 4 years old thru Kindergarten. In the Preschool room children get an opportunity to experience age-appropriate worship, Bible lesson videos, and small group activities.

Elementary

Elementary consists of 1st-5th graders. They meet in a fun environment, where kids will build relationships with each other and their leaders all while learning about God. They will experience high-energy worship, Bible lessons, and hands-on activities that reinforce the lesson.

Special Needs

DCC Kids desires to provide an opportunity for children with different abilities to learn about God's love for them in practical ways. Currently this is accomplished by incorporating them into our normal DCC Kids services, enabling them to interact with their peers and teachers in their respective environment. DCC Kids volunteers strive to specifically serve those children who have special needs by providing buddy (aka a "Sidekick") in the classroom if possible, and by facilitating the child's involvement, so that the child may get the most possible benefit out of his/her time at DCC Kids.

While we believe that all children, regardless of ability, need to hear of God's love for them, we may not currently be able to provide a developmentally appropriate environment for all children due to limitations beyond our control. We apologize and ask for your understanding if this should occur.

Ministry Roles

Nursery Room Leaders – Those who serve in one of our nursery classrooms and spend time sharing the love of Jesus by caring for some of the youngest kids in DCC KIDS.

Teachers – Adult leaders responsible for a Preschool or Elementary classroom of children with fun activities that reinforce the lesson for the week.

Assistants – Adult or Student leaders who assist a Teacher in a classroom.

Service Coordinator – Leader working in support all DCC KIDS environments to keep the service running in a smooth and orderly fashion.

Check-In – The Check-In Team is vital to our success. This is where families are greeted, children are checked in, and everyone is guided to their environments. Our check-in volunteers are warm and friendly and help our families have a safe and welcoming experience.

Curriculum

DCC KIDS uses Orange Curriculum to carry out our philosophy of Church (the light of the world) partnering with Family (the heart of the home) to impact the life and spiritual development of children. The curriculum combines childhood development techniques and practical theology to grow a child's personal faith at every stage of life so they can come to know Jesus and grow in their relationship *with* Jesus!

Preschool

Preschool focuses on teaching preschool aged children three truths:

- God made me.
- God loves me.
- Jesus Wants to be my friend forever.

Elementary

Elementary kids will grow in trust, the revelation of Jesus' salvation, and in the Holy Spirit.

- God is good, so I can trust Him no matter what.
- God loves me so much that He sent Jesus to rescue me.
- The Holy Spirit helps me live and love like Jesus.

Volunteer - General Information

Volunteer Expectations

Arrive On Time

All DCC Kids volunteers should arrive, check-in, and report to their ministry area 30 minutes prior to the adult service start time. This time will allow for a leadership-team prayer, classroom preparation, and connection with those you are serving with. ***Doors open to receive kids 15 minutes prior to adult service start time.***

Be Prepared

Please come fully prepared and ready to go. Check [***DestinationCommunityChurch.com/crew***](http://DestinationCommunityChurch.com/crew) to review the weekly lesson plans prior to arrival. Materials and supplies needed for your service will be prepared and waiting for you in the classroom. Verify your room is set and equipped upon arrival and notify the Service Coordinator or a DCC Staff member if it is not.

Communicate

We want to hear from you. Help make DCC KIDS the best it can be by being an extra set of eyes and ears. Please direct wins, questions, concerns, feedback, and suggestions to our Next Generation Pastor, Bryon Shaw. (Contact info is located at the end of the handbook).

Be Connected

Just as DCC kids is a place where children are spiritually growing, we expect all our volunteers to be growing spiritually as well. Serving is great, but it doesn't take the place of attending a service. Stay connected to how God is leading our church by regularly participating in adult services.

Appearance

Please wear a volunteer name tag while serving. Remember to dress appropriately for your environment as DCC KIDS leaders often sit in the floor with their kids.

Friends

Volunteers may not bring friends who have not been pre-approved to volunteer with them.

Cell Phones and Personal Electronic Devices

To maintain focus on the children in our care, cell phones and personal electronic devices should be muted and used for ministry related purposes or emergencies only.

Clean Spaces

We want to maintain safe, welcoming spaces for our kids and families. Leaders should maintain a reasonably clean space during service and reset the room at the end of service.

Volunteer Scheduling

Planning Center

Planning Center is computer management program DCC uses to schedule and coordinate volunteer teams. During the onboarding process volunteers are shown how to download the “Planning Center Services” app on their smart device, create a profile, and set serving preferences.

Serving Requests

To keep our leader to kid ratios in check we need to know which volunteers we will have each weekend. For this reason, we send out a schedule to request volunteers commit to be present on specific dates and times. We have a certain number of leaders in each service that need to be filled for DCC KIDS to function at its best.

Accept/Decline

Please check and verify your work and family calendar so you can accept or decline scheduling requests as soon as possible. This allows us time to adjust and finalize the schedule as needed.

We understand that just because we have asked you to serve does not mean that you will be able to do so. “No” is always an acceptable answer. When you feel comfortable saying “No” and declining a request, our leaders know it’s ok to ask.

Also, if you need to decline and another service date or time would work better, please let us know and we will do our best to incorporate and accommodate that change.

Absences / Let Your “YES” Mean “YES!”

Outside of the uncontrollable, please honor your commitment and avoid declining a previously accepted schedule request. Whenever a volunteer calls out it leaves our team in a position to scramble to cover that class or group. We understand that emergencies come up, if this is the case, please let us know as soon as you are able.

Block-out Dates

If you have dates/times you know you will not be available, block them out in advance using Planning Center. This saves us from asking you to serve on a date you already know you will not be available.

DCC Kids Policies & Procedures

The following pages contain the policies and procedures for DCC Kids. It is imperative that all DCC Kids leaders and volunteers carry out the policies below.

Volunteer Identification

- All volunteers need to wear a nametag while in a classroom. Volunteer nametags can be picked up at the check-in computer each week.
- If you are unable to print a nametag, notify someone at the Check-In Desk.

Visiting Adults

- Only authorized adults are permitted in the DCC Kids areas and environments (volunteers with nametags, adults with claim tickets, Identifiable DCC Staff members, and authorized visitors with visitor tags).
- If a parent or guardian is interested in observing, they must register as a visitor at the check-in area and they will receive a visitor tag (these visitors are not allowed to lead or instruct children in the classrooms).
- To maintain safety and facilitate quality programming, DCC reserves the right to deny anyone access to our children's environments.

Parents

- Parents are discouraged from entering classrooms (on some occasions a parent can stay for a few minutes to help their child settle in – this must be approved by the Lead or a staff member)
- Once the service is over, parents with a claim ticket should come to the Check-In desk or Nursery door. Volunteers will check the tags and bring their children to them.
- Nursing moms are welcome to use our Nursery room if needed to nurse their child.

Snack Policy

- **At no time should we leave our class to get snacks from Holy Grounds**
- We do not promise that we will be able to feed or bottle the children in our care.
- Tags should be checked for allergies before giving snacks to a child.
- Snacks such as puffs, cheerios, and goldfish are available for children in our Nursery.
- Snacks are usually available for preschool and elementary children.
- Parents should pre-approve their child is allowed to have snacks and that allergy information is correct.

Drop-Off / Pick-Up Procedures

Child Drop-Off

- All children are checked-in at the Check-in Desk. Each Child will receive a name tag with a unique code. Parents/guardians will receive a claim ticket with matching code.
- All children should be dropped off at the classroom by a parent or guardian.
- Leaders should be at the door, greeting children and listing every child on the room attendance sheet. **This Attendance list is an important safety tool and must be completed.**
- Never let unauthorized adults in the room. Parents may enter if needed to calm a child.
- Check-in volunteers or staff will escort new children and families to their appropriate classroom.

Parent Access to Kids Environments During Service

- Only authorized leaders and staff will have access to the Kids rooms/areas during service.
- When possible, access doors will be locked to restrict unwanted access during service.
- If needed, parents/guardians will receive a claim ticket will be escorted to their child's room during service.

Child Pick-Up (Nursery)

- Leaders greet parents at the door to oversee the departure of children.
- Leaders must match the parent's claim ticket it to the child's tag number.
- Never allow access to a child until the security tag match has been made.
- Leaders should mark the attendance sheet verifying the child has been picked up.
- Children's nametags are to be collected at the door and left on the roll sheet (Children are not permitted to keep their nametag after leaving their room).
- If a parent does not have their security tag, and cannot find it, advise them to return to the check-in desk, where a Leader will verify their ID and help them reprint the tag.
- If anyone forces classroom entrance at any time, or takes a child without permission, call security for help immediately.

Child Pick-Up (Preschool and Elementary)

- Once the service is over, parents with a claim ticket should come to their child's classroom door. Volunteers will match the tags and bring their children to them.
- Leaders should mark the attendance sheet verifying the child has been picked up.
- Never allow access to a child until the security tag match has been made.
- Children's nametags are to be collected at the door and left on the roll sheet (Children are not permitted to keep their nametag after leaving their room).
- If a parent does not have their security tag, and cannot find it, advise them to return to the check-in desk, where a Leader will verify their ID and help them reprint the tag.
- If anyone forces classroom entrance at any time, or takes a child without permission, call security for help immediately.

Paging Parents

If we need to call a parent during a service, text the parent contact number located on the child's nametag. If they do not respond, notify a staff member or security. They will take the security tag number (found on the child's nametag) and have the tech team page the parent.

Lost Tag Procedure

If a parent or guardian has lost his/her claim ticket, ask them to speak with Check-In volunteer or a Staff member. Your initial response can be something like:

"I am not authorized to release children to parents without a claim ticket. We have security processes in place to protect your children and I am sure you understand the importance of your child's safety. Please return to the check-in desk where a volunteer will help reprint your claim ticket."

At the check-in computer:

- Use the manned station tablet to search for the name of the child.
- Verify that the name on the ID is an authorized person to pick up the children that household.
- If the person's name is not listed, contact the authorized person by phone, email, or text.
- Take all necessary measures to verify that child can be released to this person.
- If attempts at contact are unsuccessful, escalate to higher authorities in the church (staff) so the decision to release can be made by them.
- Child Release: Once the person has been verified, print a claim ticket, and thank them for helping us keep our kids safe.
- *Only a staff member can escort the verified parent back to the classroom and **verbally** authorize release of the child without a printed claim ticket.*

Consistency

This procedure is designed to protect children, volunteers, and the church. Volunteers sometimes compromise on this procedure when facing an impatient/angry parent or if they know the parent. Compromise once and you'll end up compromising every time. Hold the line and we will have a safe environment that our parents can trust.

Safety and Hygiene

Basic Safety Guidelines

- Never be alone with a child.
- Never leave a child unattended.
- Never send a child from the classroom (such as to the bathroom) without adult supervision.

Appropriate Touch

It is our hope that DCC Kids is a warm, welcoming, and friendly place. We greatly value the safety of our kids! Physical contact should be age and developmentally appropriate and is **only** appropriate when done publicly.

- Extended hugging, tickling, or prolonged physical contact of any kind is not appropriate.
- A light touch to a hand, shoulder, or back when encouraging is acceptable.
- Lap sitting is only appropriate for children under two years old (babies). If a child is insistent on sitting in your lap, move them to sit next to you or sit on your knees so they are not able to sit in your lap.
- Many children who are sad or upset can be comforted best by being held. Holding children is only appropriate in Preschool. Adults only.
- Never touch a child in any area that would be covered by a bathing suit (except when changing a diaper or properly assisting a child in the restroom).
- Never kiss a child or coax a child to kiss you.
- Never allow a child to touch you in a way that is inappropriate.
- Our appropriate touch policies are for the protection of our children, volunteers, and the church. When serving as a volunteer, you should observe these policies even with your own children who may be in your class (other observers may not know that you are their parent, and we want to display excellence even in appearances).

Bathroom Policies

- Parents are encouraged to take their children to the bathroom before dropping them off.
- A child should never be sent out of the classroom unless accompanied by a leader.
- Before allowing kids into the bathroom, verify no adults or teenagers are in the room. While kids are using the bathroom, do not allow adults or teenagers to enter.
- If a child needs help or hasn't finished up after some time, talk through the door or slightly crack the door so you can talk without looking.
- If your assistance is required, another volunteer or security team member must be present; you are not to be alone with a child in the bathroom.
- If a child can go on their own, let them (just stand by the door ready to help if needed)
- **If a child has a bathroom accident a parent or guardian should be paged.**
- Volunteers are encouraged to use gloves in the clean-up process.
- If needed, spare clothes are located at the Nursery room cabinets. Soiled clothes should be bagged up in a plastic bag to be sent home with the child.

Diaper Changes

- All diaper changes must be performed by a parent/guardian.
- If a child requires a diaper change during service, their parent/guardian should be paged.
- The changing table must be sanitized after EVERY diaper change.
- Spare diapers and supplies will be available in the Nursery classroom.

Accidents & Emergencies

Please review our policies and procedures regarding accidents, incidents, and allergies, especially how we document both for occurrences and prevention.

Emergency Procedures

- Fire – Follow classroom evacuation procedures and await instructions.
- Tornado – Relocate all children to specified tornado zones and await instructions.
- Abduction – Notify a staff member immediately; they will contact police.
- Intruder – Secure children in room away from intruder and notify a staff member immediately; they will contact police.

Classroom Evacuation

- Our evacuation zone is determined by our Security team.
- Before evacuating, count the number of children in your group/class. Verify roll again when you arrive safely in the evacuation zone.
- Once evacuated, please wait for further instructions from a member of the DCC staff.
- Please always stay with your group. Do not leave to get your own children, to obtain first aid, or for any other reason. Additional help will be brought to the evacuation zone.
- Release children only to their parents and only after you have been given the okay to dismiss by a DCC Kids staff member; they will first verify all children are accounted for. Do not dismiss children, of any age, to go on their own. Do not allow parents to take their child from your care during an evacuation process. Remind parents they can walk with you, but you cannot release children until you are authorized to release children.
- The staff will verify all rooms are empty before exiting the evacuation zone.

Injuries

In the case of an accident, regardless of child or adult, inform a staff member right away. All classrooms are equipped with small first aid kits. If the injury requires minor aid such as a band-aid, appropriate care should be given, and the parent notified at child pick-up. For larger injuries, appropriate immediate care should be given, and the parent should be paged. If there is a spill of body fluid (due to cuts, nosebleeds, vomit, etc.), protective gloves should be worn.

In case of a serious emergency notify a member of the Security team and call 911.

Location of all First Aid Kits

First aid kits can be found at the following locations:

- All classrooms
- Information desk

Emergencies

We are not authorized to administer any over the counter or prescription medications. In the event a child needs more attention than we can provide, the parent will be notified. Exceptions will be made for Epi-pens and similar medications administered by specified DCC Kids Staff or volunteers.

Serious injuries involving broken bones, convulsions, fainting, unconsciousness, or other serious bodily injury should be treated as follows:

- Remain calm and keep the children and the injured person as calm as possible. Speak calmly to the child.
- Do not move or leave the injured child alone.
- Send a fellow volunteer to find a security team or staff member for assistance.
- The security team or staff member will call 911 if necessary.
- The security team or staff member will contact the parents.
- If the child is to be transported to a hospital and the parent cannot be located in time, a staff member will accompany the child to the hospital.
- The staff member will follow up with the parent as needed.
- All volunteers and staff members involved in the emergency will write out a report of what happened immediately following the emergency.

Well Child Policy

To promote health and wellness in all children, DCC Kids is available for well children only. Therefore, if you become aware that a child has had any of the following symptoms within the past 24 hours, please do not admit him or her into your classroom.

Fever over 100 degrees	Chronic cough
Vomiting	Pink eye
Diarrhea	Parasites (nits, lice, mites, ring worms, etc.)
Unexplained or contagious skin rash	Bleeding/wet diaper rash
Runny nose (yellow/green discharge)	

If a child enters DCC Kids, and one of the above symptoms is found, contact the check-in counter and have them page the parent immediately. A service coordinator or staff member will tactfully explain why they are being paged and invite the child back when he/she is well.

Incidents and Reporting

For incidents, accidents, and non-accidents or injury incidents that cause concern, please complete an **Incident Report** and inform a DCC Staff member right away. This may include

behavior that indicates possible abuse, inappropriate talk, or touch from one child to another, or any other incident that a parent or DCC Kids staff needs to know.

Incidents that require a parent to be alerted during the service include:

- Extreme emotion by a young one who cannot be calmed
- Moderate and severe injuries
- Repetitive discipline issues
 - First Disturbance: Use a firm gentle voice to give a warning and redirect the child. Voices are never to be raised.
 - Second Disturbance: Leader discusses the inappropriate behavior with child away from other children. The child is removed from the activity and age-appropriate discipline is applied (e.g. calming down by themselves or time out)
 - Third Disturbance: Request assistance from a Staff Member for appropriate discipline including the possibility of contacting the parents.

Child Abuse Information & Policies

“The National Committee for Prevention of Child Abuse” designed the definitions below:

Physical Abuse

Physical abuse can be defined as a non-accidental injury, which may include beatings, violent shaking, human bites, strangulation, suffocation, poisoning, or burns. The results may be bruises and welts, broken bones, scars permanent disfigurement, long-lasting psychological damage, serious internal injuries, brain damage or death.

Physical/Emotional Neglect

Physical/Emotional neglect is the failure to provide a child with basic needs including food, clothing, education, shelter, and medical care; also abandonment and inadequate supervision.

Sexual Abuse

Sexual abuse is constituted through the sexual exploitation of a child by an older person as in rape, incest, fondling of the genitals, exhibitionism, or pornography. It may be done for the sexual gratification of the older person, out of a need for power or economic reasons (such as prostitution, etc.).

Emotional Maltreatment

Emotional Maltreatment is a pattern of behavior that attacks a child’s emotional development and a sense of self worth, such as constant criticizing, belittling, insulting, and manipulation. It can also be defined as providing no love, support, or guidance for the child.

Reporting Suspected Child Abuse

- Familiarize yourself with the definitions and descriptions of child abuse listed above.
- If you suspect that a child involved in any of the programs of Destination Community

Church has been abused, the following steps are to be followed: Report the suspected abuse to a member of the DCC Staff.

- *Do not interview the child regarding the suspected abuse. This could be considered leading the child.*
 - *Do not discuss the suspected abuse with other volunteers, parents, etc. All information regarding the child should be kept confidential with your ministry supervisor and the proper authorities.*
- Confidentiality will be maintained as much as possible.

Reporting Procedure

1. Any volunteer receiving a report of child abuse shall immediately notify a DCC staff member in writing.
2. After receiving notification, appropriate law enforcement agencies will be contacted immediately by a member of the Church Staff.
3. After the investigation has been completed, a determination will be made regarding the resolution of the complaint by the Church Staff and Leadership Board.
4. The church will cooperate fully with law enforcement officials in any criminal investigation.

Non-Retaliation

This policy prohibits retaliation against employees or volunteers who bring, in good faith, child abuse charges or assist in the investigation of such charges. Any such employees or volunteers shall not be adversely affected in terms and conditions of employment, nor discriminated against or discharged because of such activity.

Contact Information

Bryon Shaw: Next Generation Pastor

bryonshaw72@gmail.com

(706) 664-1702

Website and Social Media

DCC Kids Crew webpage: www.destinationcommunitychurch.com/crew

Facebook: www.facebook.com/destinationcommunitychurchkids

YouTube: www.youtube.com/@DCCKids