

# VAC Families Weekend Protocol Re-Opening

#### **VAC Kids**

## Sign-In

Families will park in either the North or South parking lot, and enter the building through the North or South Entrance.

Families will walk through the lobby and go up the small set of stairs towards the Hall

The VAC Kids desk will be set-up with a friendly volunteer manning the check-in station

Regular attendees can use the iPads on the wall to check in their children for VAC Kids

New attendees can talk to the desk volunteer to get their children registered

Once children have been check in, a nametag will be printed off along with a barcode for sign-out. Kids will stick their nametag on their shirt, and parents will hold on to the barcode tag.

Once children have their nametags, they will be allowed into the Hall to join VAC Kids. A volunteer will greet them and direct them where to go.

# Sign-Out

Once the main service is over, parents will be asked to present their barcode to the VAC Kids desk volunteer, who will sign the child(ren) out and then bring them to their parents

Parents are not to enter the Hall without first talking with VAC Kids Staff (Matt)

#### **Other Protocols**

The alley-way (West) doors will remain locked before, during and after the weekend service.

Bathrooms across from the Hall will be for VAC Kids use only.

These protocols are in place to maintain the safety of VAC Kids.

We are looking forward to welcoming you to our VAC In-House Weekend Services.

#### **VAC Tots**

# Sign-In

Families may come into the building from either the North or South Entrance, and take their children upstairs to VAC Tots.

Families will go to the sign-in desk and sign their child(ren) into the class for their age. A friendly volunteer will be at the desk to assist parents and newcomers.

Once signed in, parents will take the child's name tags from the sign-in box. One nametag will go on the child, and the other will go with the parent.

Once this is done, parents will take their child(ren) to the appropriate classrooms:

**Classroom 203/204**: Age 2 **Classroom 207**: Age 3

**Classroom 205/206**: Ages 4 & 5

## Sign-Out

Parents pick-up their child at the same classroom as they dropped them off.

Parents must have the matching nametag to claim their child.

Parents are asked not to go into the classrooms. The classroom teacher will match the parent's nametag to the child(ren), get their papers together, and open the door for the child(ren) to join the parent.

#### **Other Protocols**

For summer months, there is a reno in progress for our Nursery space. Please ask for assistance if you have any questions.