

## **V.I.P. "Very Important Partners"**

At Metro East Baptist Church we desire excellence in every area of ministry. In the preschool and children's areas we feel very strongly that our children deserve nothing less than the very best in care, creative learning, safety, and play. Because of this desire to provide every child with the opportunity to receive excellent care and excellent teaching in a safe and learner friendly environment, we created the V.I.P. Ministry.

This ministry allows parents to take a more active role in the formal spiritual development of their child(ren) and provides our leadership team with the additional help they need to provide a caring, safe learning environment for our over 180 preschool and elementary age children. We know that this may provide some of you with challenges and conflicts with other ministries you are currently involved in, and we want to be sensitive to those issues. We also understand that this will require some of you to step out of your comfort zone. However, we ask for your cooperation and understanding in this critical ministry.

All parents of children birth through 5th grade who are members or regular attendees are placed on either the 8:00 Extended Session rotation or the V.I.P. Rotation that is during the 9:30 and 10:45 hours. We also enlist youth and other adults to help staff this ministry. We value each "partner" in the ministry.

Every 6 weeks a new rotation schedule will be e-mailed to you. Please take a moment to locate your name on the rotation. You will need to be sure you are available on your scheduled day and time or contact someone else on the list to switch with you. If you must change your scheduled date, please make arrangements and call the church's main telephone number at 733-5088, or Jayme Davis at 733-8777. Leave a message with the details of your "trade." It is our goal to send you a reminder card or e-mail the week prior to your scheduled time. We will also print the rotation schedule in the worship guide each week. Please read over the V.I.P. guidelines to familiarize yourself with your responsibilities. Contact the church office if you have any questions.

## **V.I.P Guidelines**

### **Security Numbers:**

When a child leaves please make sure the person picking him/her up has the sticker with the same security number as the child's name tag.

### **Name Tags:**

Please wear a "Preschool Ministry" magnetic badge located inside the doorway to each room. This will identify you to parents as an approved caregiver.

### **Clean-up:**

Diaper Bags: Make sure cups, bottles, wipes, personal items, etc. are put in correct diaper bags.

Laundry: Place used sheets, blankets, etc. in hamper.

Toys: Pick up toys and tidy up room. At the end of the 10:45 service put used toys in the hamper and they will be sanitized.

**Bible Fellowship On-Call Rotation**

Each Adult Bible Fellowship is placed on a rotation to provide back-up support for our preschool and children's ministries on Sunday mornings. Each week during the 10:45 service a different class is "on-call." A representative from the class is asked to check with the Preschool Ministry Coordinator at approximately 10:35 to see if additional assistance is needed. This will not require anyone to "do a lesson," but to provide loving care and guided discovery during that hour. Those who are already on the V.I.P. rotation should still report for duty at your designated time.