



Tai Po International Baptist Church

Children's Program

Policy Document

1. Aims of the Children's Worship Service and Sunday School

The main aims of the Children's Worship Service are to teach the children about the love of God and how we can give back to God with our praise and worship through a program of age-appropriate songs and activities.

The main aim of the Sunday School is to share the teachings of the Christian faith, as revealed in the Bible and practiced by the Baptist Church, in a friendly and caring environment. This involves teaching the meaning of the Christian faith through activities such as story-telling, drama, song, crafts, role play, games and discussions. It also involves sharing personal experiences to encourage one another. In addition to this, we aim to provide opportunities for our children and adults through English summer camps, Christmas plays, Pentecost celebrations, testimony sharing and Chinese New Year celebrations in the main worship service.

2. Times

The Children's Worship Service is held every Sunday from 10.20 am to 11:00 am and caters for children between the ages of 3 and 12.

The Sunday School classes meet on Sunday mornings from 11.45 am to 12.45 pm. On the first Sunday of most months, the Church holds its unified Sunday School class to which all adults are invited, while the children go to their Sunday School classes as normal. On the other three Sundays of each month, the Sunday School session separates into classes loosely based on the ages of the children and the specific needs of the adults (see Section 3 below for a list of the classes). All classes meet in separate rooms in the Tai Po Baptist Public School in Wang Fuk Court, Kwong Fuk Estate, Tai Po.

3. Sunday School Classes

The Sunday School classes comprise:

- Preschool (ages 2–5 / K1–K3)
- Younger children (ages 6–8 / P1–P3)
- Older children (ages 9–11 / P4–P6)
- Youth (ages 12–17 / S1–S6)
- Young adults (ages 18–26 / University & early-career)
- Adults Chinese class (age > 25)
- Adults English class (age > 25)
- Adults International (Filipino/Indonesian/African) class (age > 25)

4. Curriculum

The Children's Worship Service is based on the teachings in the Bible as its primary source and is composed of:

- Praise and worship
- Offering
- Brief message
- Prayer

The Sunday School curriculum is based on:

- The teachings in the Bible as its primary source
- Baptist doctrinal beliefs
- The needs of the specific classes and age groups

5. Teachers

Our Children's Worship Service and Sunday School teachers are usually selected for their role in the Church by the Education Minister, the Church Minister, the Pastor or the Church Management Committee. Normally, the selection is based on a perception of character and ability to teach the Bible rather than formal training in education. Some of our Children's Worship Service and Sunday School teachers, however, do have a background in teaching as a result of their occupations. All of our teachers volunteer their service based on a profession of faith and a desire to teach. We are always in need of dedicated and committed worship leaders and teachers for our children; please approach the Education Minister if you would like to serve in this ministry.

We also offer our teachers an opportunity to learn from each other by having workshops and sharing sessions.

6. Safety and Security Measures/Attendance

At TPIBC, we believe in the intrinsic value of every human being as coming from that which the Lord Jesus Christ has imbued us with when God chose to create us in His own image. It is for these reasons that we hold dear the worthiness of all those who attend our Children's Worship Service and Sunday School. Hence, the following safety and security measures are currently in place:

- No child is to be left unattended at any time while on the premises of the school. This means that during the Church refreshments fellowship from 11:00 am to 11:45 am, parents are solely responsible for the safety and actions of their children.
- If a child is injured while in the Children's Worship Service or Sunday School class, the injury must be entered into a log book/injury book after the child has been taken care of. The parent must be notified of the injury.
- If during the Children's Worship Service, any child has a temperature of $\geq 38^{\circ}\text{C}$, the assistant teacher/teacher must take the child to the parent in the main worship hall on the first floor and report the concern.
- If any adult finds a child defacing school property, gently ask the child to refrain from their action and report the incident to the Church Minister or the Education Minister.
- If for any reason a child attends the Children's Worship Service or Sunday School class without a parent or guardian/caregiver being present in the Church, the teacher must report this to the Church Minister or the Education Minister.

- No child is allowed to leave the classroom during Children’s Worship Service or Sunday School with a stranger. Teachers must release the child to his/her parent or guardian/caregiver only.
- If a teacher suspects any form of child abuse, do not approach the child or the parent. Report the suspicion to the Church Minister or Education Minister who will then report it to the Pastor.
- Attendance must be recorded in the appropriate class attendance register.

7. Discipline

We believe that we can help each other learn proper behavior by modeling it. Our teachers use positive reinforcement to create an atmosphere of cooperation. If a child is disrupting the Children’s Worship Service or Sunday School class, the teacher will first give a gentle, verbal correction. If the child does not respond, the teacher will move the child kindly but firmly to a quiet corner in the classroom for a time-out. Removal from the classroom will be used as a last resort. If the child is in the Children’s Worship Service, he/she will be brought to the parents in the main worship hall on the first floor. If the child is in the Sunday School class, he/she will be brought to the parents in the relevant Sunday School class. The parents will be notified of the misconduct. The Church Minister or the Education Minister will also be notified. No child is permitted to bring card games or handheld computer games to Church, and no child is permitted to play with the school’s computers.

No teacher is to physically or verbally abuse any child at any time.

Notes

- **Child:** Anyone who is ≤ 12 years old.
- **Children’s Worship Service:** All children between the ages of 3 and 12 attend a special worship service on the 5th floor of the school from 10:20 am to 11:00 am.
- **Sunday School classes:** These classes are specialized Bible studies held every Sunday for all age groups (after the Church refreshments fellowship) from 11:45 am to 12:45 pm.

