

CEDARCREEKKIDS Unattended Children Guidelines:

A child 11 years of age or younger should be with their parent/guardian (or a sibling/friend 14 years of age or older) or checked into the appropriate program.

Parents/guardians (or a sibling/friend 14 years of age or older) should not leave the premises without their child.

If a child 11 years of age or younger arrives without a parent/guardian (or a sibling/friend 14 years of age or older), they will be checked into the appropriate program. The Kids Director, or their designee (in communication with their Campus Pastor), is responsible for leading the following process regarding an unattended child:

- Gather information from the unattended child and try to contact the parent/guardian immediately.
- Notify the Campus Safety Team Lead of the situation.
- The unattended child can only be checked out of the program by the Kids Director, their parent/guardian or their parent/guardian's designee.
- The unattended child is not permitted to leave the premises by themselves. If the parent/guardian, or their designee, does not pick up the unattended child, the situation will be handed over to the police.
- An incident report will be completed and a Family Care Note added.

*Unique situations may be handled at the discretion of the Campus Staff and the Senior Director of Kids. All situations must be documented.