



## Family Handbook

### mission

The mission of Cayman Islands Baptist Church is to “share the Gospel of Jesus Christ and nurture Christian growth within a community of love.” The GLOW ministry strives to meet the spiritual, physical, and social needs of children (ages 3 -11) with disabilities, as well as provide support for their parents and siblings, ensuring the whole family has an opportunity to belong to the CIBC fellowship.

**GLOW Ministry Vision Statement:** *“Cayman Islands Baptist Church will be a place where everyone has a safe and equal opportunity to worship, learn about, and serve God, regardless of their abilities.”*

**Key Bible Verse:** “For you formed my inward parts; you knitted me together in my mother’s womb. I praise you, for I am fearfully and wonderfully made. Wonderful are your works; my soul knows it very well.” Psalm 139:1

### objectives

Our programs, classrooms, and curriculum are all carefully planned to meet the following objectives:

1. Nurture children’s desire for a Savior and develop their faith.
2. Teach children that they are created in the image of God.
3. Help students recognize that they are designed with a purpose.
4. Guide students towards the next step of independence at CIBC.

### ministry leaders

The GLOW ministry is under the Cayman Islands Baptist Church Ministry Committee.

#### GLOW Ministry Leaders:

**Contact at:** [glow@cibaptist.ky](mailto:glow@cibaptist.ky) or (345)946-2422

**Leslie Bromfield, Coordinator**  
939-7586

**Darbra Bodden, Coordinator**

**Carla Bregani, Coordinator**  
924-2450  
[carla@cibaptist.ky](mailto:carla@cibaptist.ky)

### on-call phone

**GLOW Ministry On-Call phone number: 345-917-2773** *(number in use on a Sunday morning only)*

Please save this number to your cell phone contacts. This is the number a GLOW volunteer will call or text you from on Sunday mornings if your child needs assistance during the service. You may also use this number to send us messages on Sunday mornings. For contact during the week, you may use the numbers listed under Ministry Leaders.

## check in

### REGISTRATION

On your child's first visit to in the GLOW room, Page 1 of the Child Profile will need to be completed. The GLOW team will be able to provide you with a child's registration form to complete at home.

Check in on a Sunday morning:

- All children register at the upper level of the Youth Centre

At check in to the GLOW room (and preschool) do we want to include this, or would it be confusing because we haven't spoken about checking in to the preschool so far?, you will receive a security card. During the service if you see your child's security number on your card on the screen, please go to your child's classroom. At the end of the service, you will be asked for this card when you pick up your child.

### ATTENDANCE

Please do not feel obligated to contact us if things do not go as planned on a Sunday morning and you are unable to attend church. Please take care of yourself and your family.

If you do know in advance that your child will not be attending, you may inform your child's buddy using the WhatsApp group (do we have this?) and/or text the on-call phone.

### UPDATED INFORMATION

Please inform and update the GLOW ministry on relevant information as often as needed. Information such as change of medical status, allergies or communication methods is important for the volunteers to know. In addition, if your contact information changes please let us know.

## sunday morning program

### CLASS TIME ACTIVITIES

#### GLOW Room

Welcome  
Free Time/Lesson related activities  
Circle Time (Worship, Bible story)  
Free Time

#### Children's Church (Yrs 1-6)

Welcome & Registration  
Free Play in the Cove  
Large Group Worship  
Small Groups

#### Preschool Zone

Welcome  
Free Play  
Large Group Praise and Worship  
Small Group Bible Lesson  
Snack Time  
Crafts/Bible Lesson Activity  
Free Play & Pick-Up

### GLOW ROOM (AGES 3-11) – SUNDAYS, 9:00AM AND 11:00 AM

This classroom is ideal for children who benefit from individual attention and a smaller classroom size. An open floor plan allows for active play, large-muscle movement, and quiet time. Children in this classroom learn to listen and respond to Bible stories and worship in a large group. Learning to play well with other children, clean up their toys, and follow simple rules are also skills they practice in this area.

If possible, our desire is for all children with special needs to join a Children's Church preschool or elementary classroom, with or without a buddy.

## BIBLE LESSONS

We believe each child is able to learn about God's love and grace; teaching the Bible lesson in a safe manner is given priority over all other activities.

**In the GLOW room**, your child will learn Bible stories through stories, play, singing, crafts, and games.

**In typical classrooms**, the Bible story is presented in a variety of ways (video, storytelling, crafts, etc.).

## SNACKS

Because there are so many specific dietary needs, children may not bring in snacks to share. No snacks are served in the GLOW Room. Cheerios may be served in the Preschool classroom. Occasionally a teacher in the typical classrooms may bring in a treat to share. The ingredients are posted at the Children's Church check-in, next to the GLOW Registration Table. Please inform the check in desk or your child's buddy if you have concerns with the snack. Children in Years 1-6 are welcome to take a candy or prize if they have brought their Bible; these treats are offered during pick-up time so parents may oversee treat choices and consumption.

## support

### BUDDY

Your child will be paired with a buddy to offer support for him/her on Sunday mornings. You will be provided with your child's primary buddies' contact information.

### PRAYER

We love to pray for your family. Please email any of the coordinators with your prayer requests.

## promotion and transition

### GLOW ROOM

All children will start in the GLOW room for a minimum of two weeks. This allows the volunteers to get to know your child in a safe environment. GLOW coordinators will collaborate with your family after a given time to discuss the most appropriate Sunday morning setting to promote independence while supporting your child's needs.

### PROMOTION BY AGE OR GRADE

Children generally progress to the next age group/class in September, yet many factors including your child's abilities and/or the current size or climate of a class may require your child to promote at an earlier or later time. The GLOW ministry leaders work with you to determine which class best fits your child's needs. Before promoting your child, the leaders will meet with your family to review new procedures and expectations. The leaders will also provide volunteers with information and assistance that will help your child's transition to thrive in the new environment.

### TRANSITION TO INDEPENDENCE

In addition to children progressing by grade or age, our goal is that your child will, at his/her own pace, transition to the next level of independence. This could mean attending typical programming with or without a volunteer's assistance (inclusion), serving as a volunteer within the church, or helping in a service opportunity.

## other important guidelines

### RESTROOM

- Children 3 to 5 years old will receive assistance with toileting.
- Diapers for preschool age children will only be changed by an adult female volunteer, with another female volunteer present.
- The GLOW ministry requests that parents change diapers for children age 6 and older. Parents will be contacted during the worship service if a change is required.
- For all ages, when the toileting is beyond standard expectations, parents will be contacted to toilet his/her child.

### INJURY, HEALTH, MEDICATION

- Many of our children with special needs are medically fragile. Please keep your child home if your child has:
  - Fever (must be FEVER FREE for 24 hours)
  - Vomiting or diarrhea (within the last 24 hours)
  - Rash
  - Inflamed throat and/or mouth
  - Colored discharge from eyes or nose
  - Coughing/sneezing
  - Unusual irritability or fatigue
  - Head lice (or known exposure to head lice)
  - Open wounds without proper bandages
  - Childhood diseases (chicken pox, German measles, mumps, scarlet fever whooping cough, etc.)

Those being treated with antibiotics should be on the medication for at least 48 hours before coming to the GLOW room or Children's Church, and those that have been given fever reducing medication in the last 24 hours should refrain from attending.



a place for everyone