
Approved date:

Supersedes date:

Review Date:

Number 6.2 RELIGIOUS EXPLORATION REGISTRATION & CLASSROOM ASSIGNMENT

PURPOSE

To keep updated and current records of the UUFC children and youth involved in Religious Exploration. To ensure that all parents/guardians have signed the annual liability waiver for their children and youth involved with UUFC Religious Exploration. To assist with appropriate classroom assignments and activities.

BACKGROUND

Registration of children and youth in UUFC's RE Program facilitates appropriate placement and tracking of involvement of children and youth. It enhances overall program planning and provides important emergency contact information. It assists those providing RE to learn the names of their students, facilitate classroom management and communication with parent/guardians. All parent/guardians of children in the RE Program are encouraged to contribute to the Fellowship in some way.

POLICY

1. RE registration will be held annually. The registration form requests information about each child and the volunteer interests of the parent/guardians. It also includes liability waiver and a photo publicity opt out. For youth enrolled in the 7th-12th grade a permission form for field trips that may occur during RE Sunday times and an electronic communication authorization form is also included. For children enrolled in the infant-6th grades, a permission form designating who is allowed to sign them out at the end of RE is included.
2. No fees will be charged for RE registration.
3. Attendance of each child/youth will be recorded each week and these records will be kept in the UUFC files.
4. Children and youth will be assigned to age-based/developmentally appropriate groupings. When considering whether or not a child may be admitted to a classroom that does not match her/his age, the child will give the age-matched class a try for 2 weeks. The DRE and teacher/guides of both the age-matched class and the alternative class will be involved with the final decision-making, along with the child's parent/guardians.
5. Each RE classroom will have guidance and materials that are targeted to meet the needs and interests of children within its specific age range, or grade in school.
6. RE programs will be offered for all ages of children and youth. In addition, RE programs that involve multiple or all ages groupings will be offered occasionally throughout the year.
7. A separate permission form signed by parents/guardians will be required before the start of each individual RE-sponsored overnight activity or any field trip occurring outside of Sunday RE times.

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RELATED FORMS:

1. Infant – 6th Grade RE Registration Form
2. 7th- 12th Grade RE Registration Form
3. Sample permission form for UUFC-sponsored overnight/field trips

Approved by the Board of Trustees *on 11 May 2009.*

Carl English-Young, Board President