

# FAQ – Frequently Asked Questions about VBS at Calvary Church

Traditionally, Calvary's VBS programs enroll over 1,000 children and staff over 500 student and adult workers. With that many people on campus, we have numerous policies and procedures designed for the safety of all our participants. Please read through this list to see if your question has already been asked and answered. If it has not, feel free to submit your question to [vbs@calvarylife.org](mailto:vbs@calvarylife.org)

## What will kids experience at VBS?

We start each morning together in the Worship Center to hear about what's ahead for the day. This happens through high energy worship and some live stage action. Then we break up into small groups (Crews - which are broken down by grade) and start our tour of fabulous stations: Bible Exploration, Missions, Recreation, Snacks and Crafts. We end each day back in the Worship Center for our closing with more worship and a wrap-up. Crew Leaders will stay with the same group of 6-10 kids each day.

## When does registration close?

Online VBS registration for all **children** closes on the Friday before VBS, around 3:00pm. Elementary kids (grades 1-6) who miss that cut-off can still come to the check-in tables on Monday morning and register.

**Student and adult volunteers** can register online up through the Sunday before VBS at about 4:00pm. Anyone NOT registered to volunteer before that Sunday may go to VBS Headquarters on Monday morning to see if any positions are available. For **Early Childhood children (birth – Kindergarten) of volunteers** who are not registered by Friday afternoon participation in VBS is tentative until space can be confirmed on Monday morning.

## How much does it cost?

One distinction with Calvary Church's VBS is that it has always been free and always will be, because of generous donations from our church family. Yes, you read that correctly: VBS at Calvary is FREE!!

## What should my child wear?

Please have your child wear comfortable clothes and sensible shoes each day to VBS (flip-flops, jelly-type sandals and Heelys are NOT recommended). VBS t-shirts are available for purchase while supplies last and are a great way to show your Calvary spirit, not to mention taking the guess work out of what to wear each day. T-shirts can be purchased before VBS on Sundays in the Worship Center lobby and during the week in the Children's Ministries offices. During VBS, t-shirts can be purchased in the lobby during opening and closing *while supplies last*.

## Where do I drop off my child each day?

Elementary kids (entering grades 1 – 6 in the fall) should go to the check-in table designated for their grade. These tables are outside at the top of the Worship Center stairs and are clearly marked with the grade level. Children will receive a name tag each morning. Their name tag must be worn around their neck at ALL TIMES. The name tags are their ticket into the Worship Center and will be used to determine daily attendance. Name tags will be collected each afternoon and be re-issued each morning.

Leaders will meet kids in the Worship Center and sit as a Crew. Groups will be identified both by color (grade/department) and crew number. Kids and leaders will wear name tags that are color-coded and with a Crew number on it and will have a seating area in the Worship Center designated for their crew.

Children of our volunteers who are nursery through Kindergarten age will be assigned to a specific room.

For 3 year olds through Kindergarten that information will be communicated at Volunteer Training on the Sunday before VBS. Nursery children will be assigned a room through electronic check in. Please note that the nursery through Kindergarten VBS program is ONLY for the children of our volunteers serving on campus during VBS.

## Where do I pick up my child each day?

Our kids entering 1st-3rd grades will be staying in their seats inside the Worship Center at the end of our program while our 4th-6th graders will gather outside in the patio area. All elementary aged kids will be gathered by their grade and color. Leaders will stay with their groups until they have all been signed out and picked up. Children not picked up by 12:45pm will be brought to VBS Headquarters.

Grades 1, 2 and 3: You will need to locate your child's color and crew number (determined by their name tag) inside the Worship Center and sign them out with their Crew Leader.

Grades 4, 5 and 6: Locate their grade numbered banner on the patio. Underneath that banner you should locate their color and crew leader who will have a card or you to sign your child out on.

Nursery through Kindergarten children should be signed out at the classroom where they are dropped off each morning.

## What if I need to pick my child up early?

If your child needs to leave VBS early, come to VBS Headquarters before 12:00pm. For the safety of all our children, they are not permitted to leave their group on their own. A VBS staff member will get the child from their group's location and bring them to VBS Headquarters for you to sign them out.

## What happens on Water Day?

Kids will enjoy water related recreation on Friday. They should wear a swimsuit under their clothes and bring a towel. Your child will probably get completely wet. Sunscreen is strongly recommended.

Two-year olds in the nursery have water play on Friday. There is no water day for our Preschool - Kindergarten kids.

## Where is the best place to park?

With more than 1,000 kids on our campus, the parking lots will be very congested at the beginning and end of each VBS day. We urge your cooperation during these times and ask that you show patience and grace to others. In an effort to allow traffic to flow as efficiently as possible, please make note of the following:

We encourage you to park on the streets on Wellington and Fruit during VBS.

Wellington Street Lot – When entering this lot please ENTER only using the driveway furthest from Tustin Avenue and EXIT only from the driveway closest to Tustin Avenue.

Fruit Street – Only the gate furthest from Tustin Avenue will be open. Use this gate for both ENTERING and EXITING.

DO NOT park in any of the parking lots designated for other businesses. These lots must be kept available for our neighbors and their clients, including the Heritage building parking lot. Property owners in these neighboring businesses have been known to tow cars. Please bring your children to the check-in area quickly and exit the parking lot as soon as possible.

## What if my child has an injury or medical issue?

Occasionally, children get injured or sick while at VBS. We have a nurse on duty in Medical located in S2, right next door to VBS Headquarters. Please make sure we have a cell phone and emergency number on file should we need to reach you.

## As a parent, can I watch the closing program from 12:00-12:30pm?

Parents are invited to join us for both the opening and closing programs in the Worship Center. Feel free to stand in the back near the sound booth or sit in any seats that are not labeled with a color and crew number.

# REGISTRATION

## Can my child be in a group with their friends?

Yes! We will do our best to accommodate your request. Registering EARLY helps us make this possible. Please indicate the name of the child with whom you would like your child placed during online registration. Groups are grade specific, so for the case of friends of different ages, the older child must be registered in the younger child's grade.

## How do I register?

Registration is available online for both children and volunteers. You can find out how to sign up at [www.calvarylife.org/vbs](http://www.calvarylife.org/vbs). Click "Find Out How to Sign Up!" and then click "Register for VBS". This will take you to our registration page! Remember, nursery through Kindergarten children may only attend if their parent is serving on campus during VBS.

## Nursery through Kindergarten Registration

Our Nursery and Preschool/Kindergarten program is offered ONLY for the children of volunteers serving on campus during VBS. Children must be registered in advance. Space is limited. If you are unsure if your child is registered, please contact our Early Childhood Pastors to confirm at ext. 336 for birth to 36 months and ext. 338 for 3 year olds through Kindergarten. For child protection and adult to child ratios, Nursery and Preschool volunteers may only accept the kids that are pre-registered and on the rosters.

## How do I know if I did online registration correctly?

Once you've successfully completed registration, you will immediately receive a confirmation email. Your correct email must be entered in the registration form so please use caution to enter that correctly. Check your SPAM and Junk Mail folders if you don't find it right away. If you don't receive the confirmation email, you did not complete the process and will need to try again.

## Do I need to fill out a separate form for each child?

Yes, each child who attends VBS must have a completed registration form. This includes kids attending the nursery and Preschool/Kindergarten programs (only available for volunteers who volunteer on campus all 5 days of VBS).

## What if I need to change my information on a registration that I already submitted?

Please contact us at [VBS@calvarylife.org](mailto:VBS@calvarylife.org) to update information or request a change.

## Can I complete a kid registration form if I am not the child's parent or legal guardian?

No, we require the parent or legal guardian's e-signature on the medical and photo release.

## I have two kids, one entering 1<sup>st</sup> grade in the fall and one is 3 years old. Can they both attend VBS?

VBS is for 1<sup>st</sup> - 6<sup>th</sup> graders. However, if you volunteer on campus all 5 days of VBS, your 3 year old may attend the Preschool/K VBS. If you choose not to volunteer, only your 1<sup>st</sup> grader can attend.

## My child has a friend but they are in a different grade. Can they still be together during VBS?

We group kids by the school grade they are entering in the fall; however, we want to work with you to ensure their VBS experience is good, so we will do our best to accommodate your request. In the case of friends/relatives of different ages, the older child must be registered in the younger child's grade. Registering EARLY helps us make this possible.

## What if my child wants to change groups during VBS?

As a means of keeping good track of each child's location, crew leaders are not authorized to move children to a different group. All group changes must be approved by VBS Registration. You should see the secretary for your grade and color in the morning at the check-in tables located outside at the top of the Worship Center stairs

## VOLUNTEER

Every year we use over 500 student and adult volunteers during VBS. Please complete an online form to register and see our volunteer page for more info. If you have any questions before VBS, please feel free to contact us at [VBS@calvarylife.org](mailto:VBS@calvarylife.org). During VBS week a staff member will be available at VBS Headquarters (located in S1) to answer questions.

### How can I volunteer at VBS?

There are many ways you can volunteer at VBS. The online volunteer registration form lists many of the specific opportunities with a short description.

### Can youth volunteer at VBS?

Yes! 7<sup>th</sup> graders and older can volunteer to help the week of VBS. Generally, a 5 year age gap is required to serve with kids at VBS. Therefore, positions for our younger volunteers (entering the 7<sup>th</sup> and 8<sup>th</sup> grades in the fall) are limited and fill up quickly. Please have your student register online at [calvarylife.org/vbs](http://calvarylife.org/vbs) as soon as possible to ensure a spot for them.

### Can I volunteer if I am only available for a couple of days?

Our preference would be to have volunteers who can serve in the same position throughout the week of VBS. However, we know that in real life things come up. After registering online as a volunteer, please send us a email at [vbs@calvarylife.org](mailto:vbs@calvarylife.org) and let us know your exact availability. We may be able to match you up with another volunteer who is also only available for a portion of VBS.

### If I volunteer and I have a preschooler or infant, is there a charge for them?

Our Nursery and Preschool/Kindergarten program is offered ONLY for the children of volunteers serving on campus during VBS, but it is FREE just like the rest of Calvary's VBS program.

### My spouse and I are both volunteering, do we both need to fill out a form?

Yes, each individual needs to complete a separate volunteer registration online.

### I was a volunteer last year; do I have to fill out another volunteer application this year?

Yes, each year we ask you to complete the online volunteer registration and application process.

### Are there background checks done of volunteers?

If you are over the age of 18 we require a background check be completed before you can serve with children or youth. This is part of the online registration process. This enables us to access criminal and civil court files only. There is no credit or financial information that is accessed. Background checks are not done for youth volunteers under the age of 18. Any specific questions can be directed to Patti Dedmon at [pdedmon@calvarylife.org](mailto:pdedmon@calvarylife.org)

### As a volunteer, do I have to attend the training meeting?

If you are serving at VBS please plan to join us for our Volunteer Training on the Sunday before VBS. It will start with lunch on the patio at 12:15pm and continue until approximately 3pm. We will meet together as a large group in the Worship Center and then break off into job specific training groups.

### I can't serve during VBS. Can I volunteer before the event?

Yes there are many ways you can help. Some are from home or with teams before the week of VBS. We generally set-up and decorate Wednesday through Friday of the week preceding VBS. Contact us at [VBS@calvarylife.org](mailto:VBS@calvarylife.org) for more information.

## MISSIONS

Why do we teach the kids about missions at VBS?

We teach kids about expanding their knowledge of God's Family and their family in Christ who are all over the world. We are helping connect them with people of all countries and encourage them to serve in their community and throughout the world.

## LOCATION GUIDES

CHECK-IN	Patio
OPENING + CLOSING	Worship Center
BIBLE EXPLORATION	Fellowship Hall
MISSIONS	Samsvick Chapel
RECREATION	Gym + Playground + Field
SNACKS	Picnic Tables
CRAFTS	C200
PENNY PROJECT	Worship Center Lobby
VBS HEADQUARTERS	S1
MEDICAL	S2
REGISTRATION	S6 + S7
SNACK PREP	A105
VOLUNTEER SNACKS	South Kitchen Hallway
SIXTH GRADE	The Underground
LOST + FOUND	Outside VBS Headquarters
BRIDGE VBS	B205

# Calvary Camps Map

