

Tribe Kids Class Checklist

PRE-TEENS: AGE 10 - 12 (STUDIO ROOM)

- BEFORE SERVICE: **Download** all videos & songs to USB / SmartPhone / Laptop (*if needed*)
- BEFORE SERVICE: **Prepare** all materials for the activities (*if needed*)
- Arrive on time, 1 hour before service** (Indonesian: 7.30 AM English: 10 AM)
- Join **morning briefing and prayer**
- Get **attendance list & name label** from Family Host
- Get water jug with water and disposable cups from outside storage room
- Setup microphone and connect your personal device to screen (*if needed*)
- Get lesson materials & worship songs ready (*if needed*)
- Clean up and put back** all items to the original place
- Join **debrief with Captain**

Note

If there is any issue, please contact your **Captain**, who will contact the **Ministry Leader (Lasi)** or **Pastor (Daniel / Lauren)** if needed.

Tribe Kids Class Checklist

PRIMARY: AGE 7 - 9 (SEED ROOM)

- BEFORE SERVICE: **Download** all videos & songs to USB / SmartPhone
- BEFORE SERVICE: **Prepare** all materials for the activities
- Arrive on time, 1 hour before service** (Indonesian: 7.30 AM English: 10 AM)
- Join **morning briefing and prayer**
- Get **attendance list & name label** from Family Host
- Collect **toys** from storage & setup Legos, Colouring & Activities in classroom
- Put out **book** stationery
- Get **water jug** with water and disposable **cups** from outside storage room
- Collect kids snacks from **Snacks** Container in Family Host area
- Setup **microphone**, laptop, connect to **screen**
- Get lesson materials & worship songs ready
- Please ensure that the door near the screen is closed and tied. Use only one door for both entrance and exit.
- Set up 3 tables, 1 table for each walls separately with chairs for group activities (keep the middle area free)
- Clean up and put back** all toys and materials to the original place (storage / cupboards)
- Join **debrief with Captain**

Note:

- For children **under 7** years old, please direct them to the **PRE-K (Garden Room)**.
- If there is any issue, please contact your **Captain**, who will contact the **Ministry Leader (Lasi) or Pastor (Daniel / Lauren)** if needed.

Tribe Kids Class Checklist

PRE-K: AGE 4 - 6 (GARDEN ROOM)

- BEFORE SERVICE: **Download** all lesson videos & worship songs to USB / SmartPhone
- BEFORE SERVICE: **Prepare** all materials for the activities
- Arrive on time, 1 hour before service** (Indonesian: 7.30 AM English: 10 AM)
- Join **morning briefing and prayer**
- Get **attendance list & name label** from Family Host
- Collect **toys & shoe rack** from storage & setup in classroom
- Put out **Activity & Colour Pencils** to tables
- Get **water jug** with water and disposable **cups** from outside storage room
- Collect kids **snacks** from Snacks Container in Family Host area
- Setup **microphone**, connect USB / Smartphone to display video and songs on **SmartTV**
- Clean up and put back** all toys and materials to the original place (storage / cupboards)
- Join **debrief with Captain**

Note:

- For children **under 4** years old, please direct them to the **Toddler Room**.
- Children aged 3.5 years and above may join only if they are able to participate **independently**.
- **New** children may be **accompanied** by a parent or nanny at first. However, please encourage the adult to help the child **participate** and **avoid using their phone** during the session.
- If there is any issue, please contact your **Captain**, who will contact the **Ministry Leader (Lasi)** or **Pastor (Daniel / Lauren)** if needed.

Tribe Kids Class Checklist

TODDLER: AGE 1 - 3 (GREEN ROOM)

- Arrive on time, 1 hour before service** (Indonesian: 7.30 AM English: 10 AM)
- Join **morning briefing and prayer**
- Get **attendance list & name label** from Family Host
- Ensure the playground has been set up in the classroom by the Church Staff
- Collect toys from storage and play a movie or songs on loop (*if needed*)
- Make sure **every toddler is accompanied** by their parent or guardian
- Clean up and put back** all toys and materials to the original place (storage / cupboards)
- Join **debrief with Captain**

Note

If there is any issue, please contact your **Captain**, who will contact the **Ministry Leader (Lasi)** or **Pastor (Daniel / Lauren)** if needed.