



# A.C.T.S

## ANOINTED CHILDREN TOUCHING SOULS

### Mission Statement

A.C.T.S Special Needs ministry strives to provide a supportive, loving, safe, and inclusive environment for special needs children and youth ages 4 – 16. We also strive to provide a therapeutic space that will provide love and care for all ministry participants.

### Details

Age group: 4 through 16  
Open Schedule: 10:30 only  
Location: Ark's Landing

### Servant Leader

Ashley Clinkscapes

### Volunteers

Carol Franklin  
Veronica Clinkscapes  
Alycia Pounders  
Susan Boyd  
Dedrick Adell  
Dujuana Myers

### Registration

- To register for the first time, please complete the forms online at [Youth Ministry | Friendship Baptist Church of The Colony \(fbctc.net\)](#). Once completed, you can either submit the forms online or send them via email to [A.C.T.S@fbctc.org](mailto:A.C.T.S@fbctc.org). You can also print them out and bring with you as well.

### Drop-Off/Pick-up

- Members of our A.C.T.S Ministry can be dropped off and picked up in front of the church turning off Main Street. **Once you turn into the driveway off of Main Street look to the right for the drop-off and pick-up location.**

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### What We Believe:

#### **Every person is made in the image of God.**

Genesis 1:27 says “So God created mankind in His own image, in the image of God He created them.” Psalm 139 says that we were “knit together” in our mothers’ wombs, that we are “wonderfully complex”, and that we are God’s “workmanship”. No one is a mistake, and everyone reflects God’s character uniquely.

#### **Every person can have a relationship with Jesus.**

In John 14:15-17, Jesus says, “And I will ask the Father, and He will give you another Counselor to be with you forever—the Spirit of truth.... You know Him, for He lives with you and will be in you.”

As believers, the Holy Spirit lives within us and helps us to understand God. We also know that the Holy Spirit helps non-believers to understand their need for God. People with intellectual challenges can understand God and have a relationship with Him through His Spirit. He reveals Himself in different ways to every person.

#### **Every person deserves to be treated with dignity and respect.**

In Matthew 7:12, Jesus says “So whatever you wish that others would do for you, do also for them, for this is the Law and the Prophets.” Every person desires and deserves to be loved, respected, and understood.

# Classrooms

## **Children's Classroom**

For ages: 4 - 12

Room number and location: Ark's Landing 1402

Time(s) classroom opens to students: 10:30

Schedule:

10:30	Arrival & Free Time
11:00	Worship
11:30	Lesson
11:45	Outside & Break
11:50	Free Time & Dismissal

## **Inclusion**

We welcome those with special needs to attend a typical Sunday morning program. A buddy is sometimes needed to make this possible. If you are assigned as a buddy, help the student participate in all activities. Note allergies or food restrictions since snacks may be offered. Return to the special needs classroom if your student needs a break.

## **Teen Classroom**

For ages: 13 - 16

Room number and location: Ark's Landing 1401

Time(s) classroom opens to students: 10:30

Schedule:

10:30	Arrival & Free Time
11:00	Worship
11:30	Lesson
11:45	Outside & Break
11:50	Free Time & Dismissal

## **Inclusion**

We welcome those with special needs to attend a typical Sunday morning program. A buddy is sometimes needed to make this possible. If you are assigned as a buddy, help the student participate in all activities. Note allergies or food restrictions since snacks may be offered. Return to the special needs classroom if your student needs a break.

# Class Activities

## **Arrival**

- Each child and volunteer will need to wear a nametag.
- Only students and volunteers should be in the classroom. Ask parents to remain in the hall.
- Record attendance and note important information on the check-in sheet. Take this sheet with you when you leave the room. Keep it updated; it is critical to have it during an emergency.

## **Free Time**

Set out various age-appropriate activities. -

## **Worship**

Sing songs, play music or music videos, and add fun hand motions or instruments.

## **Lesson**

This could be the same lesson typical students are taught with some slight modifications; shorter, more repetitive, and with more visual aids.

## **Outside**

Stay inside if it is raining or temperatures are below freezing. No outside time if the temperature is above 100 degrees.

## **Activity**

Have various group games or activities on hand to fill in extra time. This could be a craft, trivia, guessing games, etc.

## **Small Groups / Prayers & Praises**

Discuss the lesson and allow students to share one prayer and one praise.

## **Break (or Snack)**

For younger students, this is a good time to use the restroom or drink a small cup of water, especially if the weather is warm.

## **Free Play & Dismissal**

- A student is only dismissed to a parent or sibling at least 16 years old and must present the pick-up tag.
- A volunteer may leave once their assigned student has been picked up and no other help is needed.

# New Student Information

Check one:    \_\_\_ We're just here for today    \_\_\_ We hope to attend again!

## Student Info

Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Food Allergies \_\_\_\_\_

Toileting \_\_\_\_\_

Sensitivities/Triggers \_\_\_\_\_

Medical Notes \_\_\_\_\_

What are things your child likes to do, talk about, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What behaviors can we expect, what triggers them, and what calms them? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Parent/Guardian Info

Name \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Birthdate \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

*The above information is needed for today's visit. If you have time to share more, complete the rest of this form now, otherwise, we'll follow up with you by email this week. (continued)*

*New Student Information (continued)*

**Spouse**

Name \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Birthdate \_\_\_\_\_

**Siblings**

Names and ages \_\_\_\_\_

\_\_\_\_\_

Pets \_\_\_\_\_

**Emergency contact other than parents:**

Name \_\_\_\_\_ Cell \_\_\_\_\_

**Care Information for Students with Special Needs**

Please give us as much information as you are comfortable sharing. This information will only be seen and used by our ministry staff and volunteers and used to care for your child.

Diagnosis \_\_\_\_\_

Vision \_\_\_\_\_

Hearing \_\_\_\_\_

Ambulation \_\_\_\_\_

Communication \_\_\_\_\_

Seizures \_\_\_\_\_

Other Info \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Information

Name \_\_\_\_\_

Birthdate \_\_\_\_\_

Mom \_\_\_\_\_

Dad \_\_\_\_\_

Siblings \_\_\_\_\_

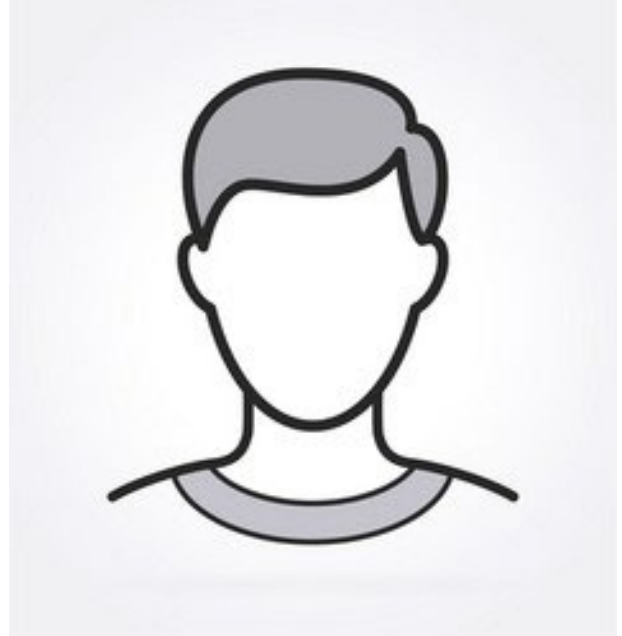
\_\_\_\_\_

Pets \_\_\_\_\_

Toileting \_\_\_\_\_

Communication \_\_\_\_\_

Food Allergies \_\_\_\_\_



Likes to talk about \_\_\_\_\_

\_\_\_\_\_

Likes to play \_\_\_\_\_

\_\_\_\_\_

Dislikes \_\_\_\_\_

\_\_\_\_\_

Triggers \_\_\_\_\_

\_\_\_\_\_

Responds well to \_\_\_\_\_

\_\_\_\_\_

Does not respond well to \_\_\_\_\_

\_\_\_\_\_

Working on these goals \_\_\_\_\_

\_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

# Parent Guide

Rev. Kenneth Williams Children & Youth Pastor  
Ashley Clinkscales Servant Leader

972-625-3005 (Office)  
214-859-2531(cell)

[youthministry@fbc-tc.org](mailto:youthministry@fbc-tc.org)  
[A.C.T.S@fbc-tc.org](mailto:A.C.T.S@fbc-tc.org)

## Health

- Only a parent may give medication, perform medical procedures, or apply topical lotions or creams.
- Children with the following should not attend class: Fever or chills, cough, sore throat, congestion or runny nose, nausea or vomiting, diarrhea, etc.

## Reservations

- Reservations are required each week for all special needs classrooms so we may secure enough volunteers. To make a reservation...

## To make a reservation

If you are on your 2<sup>nd</sup> visit or more, and you have already submitted your paperwork, to reserve a space, please forward an email to A.C.T.S. email address at [A.C.T.S@fbc-tc.org](mailto:A.C.T.S@fbc-tc.org) or text us at 214-859-2531, stating you will be attending the upcoming Sunday.

## Class Admission and Dismissal

- Please have your son/daughter use the restroom before checking them into class.
- For the best classroom management and safety, parents do not enter the classroom.
- Bring diapers and a change of clothing, and communication devices. If possible, leave other items at home or in the car.
- A student is only released to a parent or sibling at least 16 years old.
- Pick up your son/daughter no later than 10 minutes after service ends. Our volunteers must also pick up their children and leave as soon as possible.

## Food & Drink

- Snacks and drinks will be available in the classroom.
- Please make us aware of any food allergies
- No **outside** food or drinks will be allowed.

## Inclusion

- Your child is welcome to attend a typical Sunday morning program when the children are signing (usually the 4<sup>th</sup> Sunday of the month). Please let us know if you feel a buddy is needed to make this possible.



