

First Kids Floor Upkeep

It is a joy to allow so many ministries and programs to use the First Kids floor to gather, grow and go all for the glory of God! The following information will help us to be good stewards of what God has graciously given to us to minister to so many.

Dry Walls

Please do **NOT** use push pins, tacks, staples, nails, or any kind of permanent tape or adhesive on the walls / cabinets / ceiling. Please **ONLY** use **blue painters tape** (located in the resource room Bin # 317) or Mavalus tape (located in Bin # 317) to attach things to the walls / cabinets / ceiling. For heavier items, like clocks, please only use 3M command strips (located in Bin # 317).

Movable Cloth Walls

Please do **NOT** use pins or tacks to place items on the movable walls. Please only use Velcro strips (located in the resource room, Bin # 155) to attach lightweight items like posters to the movable walls. Please do not post anything between 2 walls that will separate when the walls are moved. The movable walls are **ONLY** to be moved by trained Family Life staff with the proper equipment. Please do not attempt to move walls yourself which could damage the walls and/or floor and possibly hurt someone.

Carpet

God has blessed the First Kids floor with brand new carpet squares! To help us take care of the new carpet, we ask that no one bring colored liquids into the classrooms. Liquids like water and colorless Capri Suns drinks are fine. Adult leaders may drink coffee or hot chocolate as long as their cups have lids.

Doors

For everyone's safety, please **always** leave the door's glass window uncovered. Always leave the door locked and use the magnet at the top to keep the locked door from latching.

Tables

If you need to move tables please make sure 2 adults lift them. Please do not scoot tables on the tile floor which will scuff the tiles. If you ever need to move tables or chair, please put them back as you found them when your class is finished.

Media Carts

If you use a TV / media cart please make sure that it is returned to the proper room (listed on the cart).

Dry Erase and Chalkboards

We just replaced all chalkboards and most of the delapidated dry erase boards with new dry erase boards. To help keep these dry erase boards in good shape we ask that the board always be erased at the end of your class. We also ask that no one stores permanent markers in the classrooms so that children do not accidentally use them on the dry erase boards. If you need a permanent marker, they are located in the resource room, bin 322. Please return them to bin 322 after class.

Chairs, Lights and Blinds

If you are the last class in your room, please have your students stack their chairs while they are a few inches **away from the walls** and then gently slide them to the wall. This will prevent the chair legs from scuffing the drywall. If your room has folding chairs, please stack them up against the side of the plastic or metal cabinet in the room (not the wall). Please close the window blinds and turn off all lights.

No Nuts

We have a "No Nuts" policy for the First Kids floor. This includes peanut butter, almond butter, candy with nuts, etc.

Please leave your room / First Kids Floor in as good or better condition than you found it. If something in your classroom is ever missing, damaged or not functioning properly, please let the First Kids office (636) 296-7729, ext. 124 / firstkids@fbca.us) know as soon as possible. Thanks for being such good stewards of what belongs to God.

Pastor Jeff