

**First Unitarian Church of Des Moines Operating Policies:  
Child Care**

To create a supportive, inclusive, and welcoming church community, First Unitarian Church endeavors to provide child care to encourage the participation of adult members and to help our children flourish.

1. The church will provide child care free-of-charge during regular church programming on Sunday mornings and Wednesday evenings. No advance reservation or request is needed.
2. The church will provide child care free-of-charge at other times for church meetings, adult classes and workshops, and other church-wide programming, as long as the parent/guardian or the activity organizer requests child care at least **14 days in advance**. A request for child care is made by using the form on the church website.
3. Subject to the following conditions, the church will make every effort to provide child care for other, non-church-wide events held at the church and hosted by the church or by a church-affiliated group (although, due to our staffing levels and use of part-time child care providers, we may not be able to fulfill every request).
  - a. The request must be made at least two (2) weeks in advance and must be for at least three (3) families or at least five (5) children.
  - b. If the organizing group is selling tickets or otherwise making money on the event, the group is expected to reimburse the church's cost of child care at a rate of \$21 per hour of care provided.