

# Keystone Church

## Special Needs Ministry

At Keystone Church we have a vision to see children and students with Special Needs find a place to belong and grow in the love of Christ. It is our heart to see your child have a great experience in one of our family ministry environments and for you to be confident as you attend church.

### About the Process

**There are a Few Steps.** Below are some steps that allow us to get to know you and your child and help us pinpoint a suitable One2One Buddy for them in the coming weeks.

**It Might Seem Long But...** It can sometimes take a few weeks to set up meetings and train a One2One buddy, but our experience has shown us that every step is vital for your child.

**When we take time...** In understanding your child and training a great buddy for them, your child will thrive much better in our environments. While a few weeks might seem like forever when you are waiting for a buddy, in the end we hope you will agree that it's worth it.

**1. Request Registration Forms.** If you would like to request a One2One Buddy for your child, you can pick up a registration form at the Care Desk, download the form online at: [keystonechurch.us/home/ministries/special-needs/](http://keystonechurch.us/home/ministries/special-needs/) or contact our Care Director, Mavis Luurtsema at [mavis@keystonechurch.us](mailto:mavis@keystonechurch.us) or 734-944-5397 X205.

**2. Complete and Return Forms to the Care Desk.** From here our Care Director will process your registration and begin the process of pinpointing a suitable buddy.

**3. You are Encouraged to Attend the Environment.** This will help you better understand what your child will be experiencing from week to week. At this time, we strongly encourage you not to attend the environment with your child since it can often hinder your child's long-term orientation. Our experience has shown us that many children will attach themselves strongly to a parent and have a hard time attaching to their eventual One2One Buddy.

**4. Meet with Special Needs Trainer.** We will set up a meeting for you with our Special Needs Trainer to better understand your child and their special needs. This meeting will allow us to create an effective training for the eventual One2One Buddy who will work to support your child.

**5. Child Assessment.** We will set up a time for our Special Needs Trainer to attend the environment with your child and observe them and work closely with them. From these observations we can then look to pinpoint or recruit a suitable One2One Buddy.

**6. One2One Buddy Training.** Once a potential One2One Buddy has been pinpointed, we will set up a time for them to attend the environment with your child and the Special Needs Trainer. Here they will receive essential training and tips on how best to care for your child and help them orientate into the environment.

**7. One2One Buddy Assigned.** Our Care Director will confirm that a buddy is a good fit for your child and will schedule the One2One Buddy in conjunction with the Special Needs Trainer.

**8. Schedules and More.** Once a buddy is assigned, our Children's Ministry Director, Ashley Clement, will be in touch to ensure that your child has a buddy on a weekly basis. If your family schedule means that you will miss a week, please contact the Children's Ministry Director as early as possible: [ashley@keystonechurch.us](mailto:ashley@keystonechurch.us) or 765-667-1054.