

# Sample Ministry Inclusion Plan for a Child/Young Person with a Disability

## Purpose

This plan outlines strategies to foster an inclusive and supportive environment for [Child's Name] within the church community at [Name of church], ensuring meaningful participation in worship, learning, and fellowship.

## 1. Understand the Child's Needs

- **Child's Name:** [Insert Name]
- **Age:** [Insert Age]
- **Disability:** [Insert Information, e.g., Autism Spectrum Disorder, Cerebral Palsy]
- **Support Needs:** [E.g., sensory sensitivity, mobility assistance, communication support]
- **Medications:** [list medications]
- **Other relevant information gathered from the "getting to know you" portion of the information-gathering process.**

## 2. Inclusion Goals

- Ensure [Child's Name] feels loved, valued, and accepted within the church family.
- Promote engagement in age-appropriate spiritual and social activities. This includes participation at [name of program/s].
- Provide accommodations to remove barriers to participation.
- [Name any other particular inclusion goals, e.g., "support [child/young person] to be able to stay in kids' program for the duration of the service"]

## 3. Team Roles and Responsibilities

- **Parent/Guardian:**
  - Continue to share insights on the child's preferences, triggers, and effective strategies.
  - Collaborate with church staff and volunteers regularly.
- **[Childrens/Family Minister/Church Inclusion Coordinator/Other]:**

- Develop and oversee implementation of the inclusion plan.
- Train staff and volunteers on disability awareness and accommodations.
- **Ministry Leaders/Volunteers:**
  - Apply strategies outlined in the inclusion plan during activities.
  - Monitor the child's engagement and comfort, adjusting as needed.

## 4. Key Accommodations and Strategies

### Worship Services

- List accommodations:
  - [e.g., Reserved seating close to exits for sensory breaks or mobility needs].
  - [e.g., Provide noise-cancelling headphones or sensory tools].
  - [e.g., Create a quiet space with visual aids to help the child follow the service].

### Sunday School/Children's Ministry/Youth Ministry

#### List accommodations:

- [e.g., Offer a buddy system where a trained peer or adult accompanies the child. Liaise with family about who will undertake this role, what training is required and how/when that will be done, etc].
- [e.g., create a quiet space for when it is required].

#### Outside official service times (e.g., during morning tea/lunch) – if required

- List accommodations:
  - [e.g., continue to make quiet space available].

#### Other programs (e.g., afterschool kids' club, evening youth group, etc) – if required

- List of accommodations:
  - [e.g., Reserved seating close to exits for sensory breaks or mobility needs].
  - [e.g., Provide noise-cancelling headphones or sensory tools].

## 5. Communication Plan

- **Pre-Service Communication:** Parents inform the ministry team of particular concerns for the week (if required).
- **Post-Service Check-In:** Volunteers provide feedback to parents about child/young person's experience.

- **Parent support during a service/program:** If the child/young person becomes distressed and a parent is required, the parent should be reached by [sending a leader to collect them from the service/sending a text/calling/other].
- **Concerns:** If any concerns arise, the best way to communicate this would be via [phone/email/other – select] and this communication will take place between [parent/carer’s name] and [name of staff member].

## 6. Training and Awareness

- Conduct regular disability awareness sessions for staff and volunteers, e.g., the foundations of a biblical response to disability as well as practical techniques for supporting inclusion of children/young people with disability in church.
- Equip the team with de-escalation techniques and tools for supporting children in distress and/or other training as required

## 7. Emergency Protocols

- Assign a specific volunteer to support the child during emergencies (e.g., fire drills).
- Ensure emergency exits and pathways are accessible.
- Have a plan for medical emergencies, including contact details for parents and carers.

## 8. Evaluation and Feedback

- Collect feedback from child/young person, parents, volunteers, and ministry leaders to assess the plan’s effectiveness.
- Celebrate successes and make adjustments to address challenges.

## Signatures

- Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_
- Ministry Leader: \_\_\_\_\_ Date: \_\_\_\_\_

This inclusion plan is a living document and will be reviewed and updated as needed to support [Child’s Name] effectively.