

## **RULES TO FOLLOW WHILE WORKING WITH THE CHILDREN**

1. No taking children to the bathroom. If a child needs to go, inform the teacher or house parent.
2. No giving children money, presents, candy, etc. unless it is part of a planned activity that has been approved by the team coordinator.
3. No changing diapers or changing children's clothes.
4. **Always keep gates and doors closed** so children do not escape from designated area.
5. Children are not allowed to sit on team members' laps and team members should not pick up and hold kids unless they are babies.
6. The teacher (or house parent) is the disciplinarian. If a child is misbehaving, tell the teacher in charge or the house parent and if the child is put in consequences, please do not interfere or intervene.
7. Always ask the teacher before taking out a camera in class - to keep from distracting the children during the lesson.
8. Do not allow the children to play with your cameras or other electronic devices as we cannot be responsible for damaged or lost electronics. If you do so, it is at your own risk.
9. For the protection of the children, please do not post pictures of the children on the internet. This is in accordance to Costa Rican laws. Any exception to posting pictures must be approved by the administrators of the children's home/day care first.
10. While the children are in class in the daycare, please do not distract them or take them out of class.
11. Do not enter the classrooms unless you are with the teacher and have a planned activity. Also do not enter the children's homes without the permission of the team coordinator.
12. Teams are not permitted to play with the children during construction breaks. The day care schedule does not coincide with those of the teams and the children maintain structured activities all day long. The approved times to play with the children are found in the team's schedule. The construction breaks should be used to fellowship with the construction workers.
13. The team should keep walking traffic on the day care sidewalks to a minimum. They need to go around the back-side of the cafeteria to cross to the other side of the project.
14. The downstairs bathroom is for Daycare use only. Please use the upstairs bathrooms on the second floor.
15. Avoid engaging in "dangerous games (rough play)" with the children. Example swinging kids around by their arms or legs.
16. The designated play area is in the green zone in front of the houses. The children are not permitted to play in the back of the houses.

17. Please do not force the children to participate in the activities.

18. The children should initiate affection and not feel forced or intimidated into showing affection with the team members.