KEEPING YOUR CHILDREN'S MINISTRY SECURE THROUGH CHECK-IN
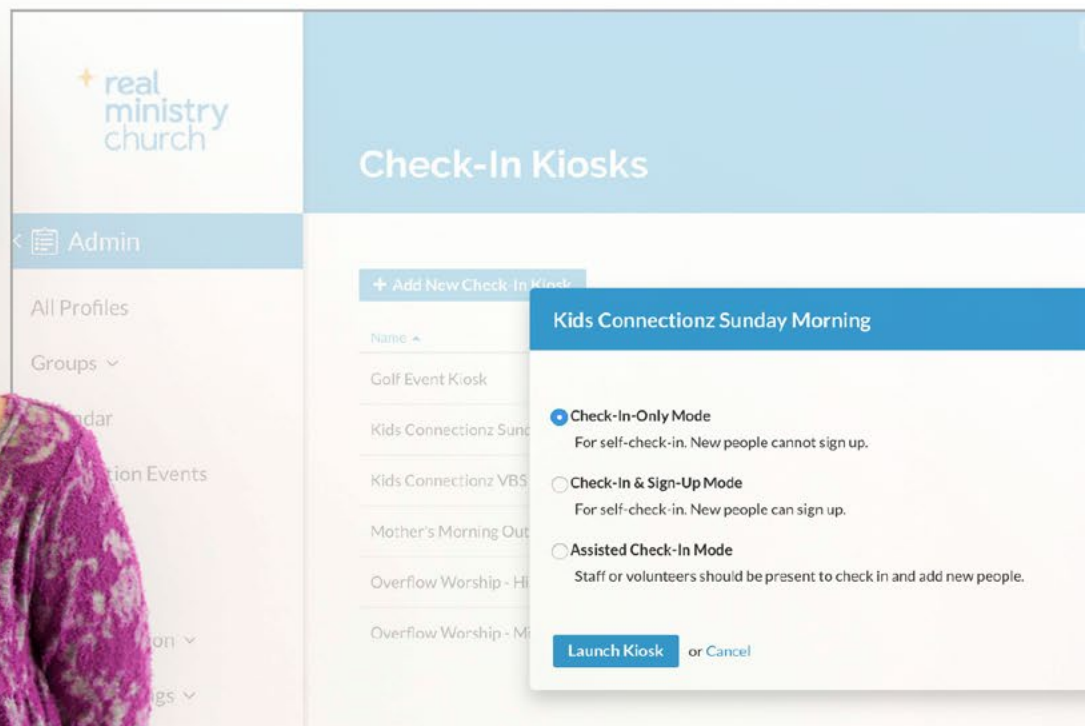
realm®

PRODUCT GUIDE

A focused, in-depth look at maintaining a secure children's ministry and how our whole-church solution, Realm®, can help you achieve this much needed ministry goal.

Jesus made it known that he loved children. In Luke 18:16, Jesus proclaimed

"Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these."

Jesus loved children and constantly taught others to value them as well. Our future lies in the children we are teaching to be leaders in the Church. And we have a huge responsibility to provide a secure, safe environment for them to come and learn about growing in their faith. Churches of all sizes should have a secure system for checking kids into service, groups, and events. The system should provide a way for volunteers to ensure that when they release a child to an adult, it is a person proven to have the authority to receive the child. Realm provides that security for churches with small, medium, and large children's programming.

Realm Check-In is customizable and simple. While primarily designed to optimize the check-in experience for parents and kids under the age of 13, Realm Check-In can also be used for a variety of other check-in applications. Realm Check-In can be launched in a self-check-in mode, staff/volunteer-assisted mode, or a hybrid of both. Here are some examples of how each mode can benefit your ministry.

Realm self-check-in mode provides a simple way for parents to check-in their kids to any event. Parents will use a touch screen kiosk (or it can be accessed by keyboard as well), to look up their family by last name, phone number, or by scanning a barcode. Once the family is located, touch the screen for the child (or children) to check in, choose the event, and print labels. For child check-in, label options can include a parent badge and a kid badge, both with a unique custom code for the specific event. Place the child label on the child and bring him or her to the room that they will be in for the event. Upon picking up the child, the parent presents their badge to the volunteer, who will verify that the unique number on the parent badge matches the child badge. The volunteer can then release the child with comfort, knowing that they are handing the child over to an authorized adult. The child badge also contains any allergy or medical information necessary to make the adult volunteers in the room aware of any risk to the child.

Realm Check-In can be run in a staff/volunteer-assisted mode as well. For churches with a large number of guests for any event, this is an option to consider. Kiosks would all be operated by trained staff and/or volunteers. Regular attenders are checked in quickly and the security/parent badges are provided. For guests, they are able to approach any kiosk and add contact information along with medical/allergy information.

The last option is to run check-in in a hybrid mode. Parents who attend on a regular basis can easily check in through self-check-in kiosks. Guests are directed to staff/volunteer stations where key contact and medical/allergy information can be collected prior to escorting the child to their room. A parent badge and child badge is printed and the same release policy described above would be followed to ensure that an authorized adult is picking up the child. In all of the examples above, Realm Check-In automatically posts attendance for all of the children checking in. Attendance patterns, trends, and analysis is provided automatically through Realm attendance dashboards. Actionable steps, such as reaching out to individual families with 3 absences in a row are easily accomplished through these dashboards.

Realm Check-In functionality doesn't end with children's programming. Each kiosk can be customized for each event to provide a unique check-in experience for all ministries and age groups. For example, for students, you may want to use the kiosk option on a tablet. You can then pass the tablet around to the students in attendance and ask them to check in to the event. The student event can be set up to either not print a badge or just print a name badge. And once checked in, student attendance is captured.

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For adults, Realm Check-In can be especially useful for small groups, serving teams, and committees. Have you ever had a desire to capture attendance on adults but didn't quite know how to do that? Realm Check-In makes it easy. Pass a tablet around a small group and let people check themselves in. Attendance is automatically updated in Realm. Another option is to use a mobile device for gathering attendance. Assigned adults can simply check a box by a group participant's name on a mobile device to record attendance. All attendance gathered through Realm Check-In or on a mobile device is updated in real time. This provides the staff an opportunity to identify potential drop out patterns and intervene as soon as they are identified.

Realm attendance dashboards capture all of the attendance information from the activities above. You'll be able to analyze attendance patterns from Sunday, special events, and other regular programming. You can customize part of the dashboard to look for specific attendance drop out patterns that apply to your ministry. Simply drill down on those graphs, view the list of people at risk, and easily reach out to them via email or phone. You can easily add them to a Realm pathway designed to reach out and make sure that they don't fall through the cracks.

Even if you are a smaller church and you feel like you know everyone in attendance, Realm Check-In is an inexpensive, easy way to show visitors that you value their children and want to provide a safe and secure environment for them. Guests will appreciate the care you take in making sure their kids are protected. The larger the church, the more critical the need is to give your volunteers the tools to ensure that when they release a child, they are doing so to an authorized adult.
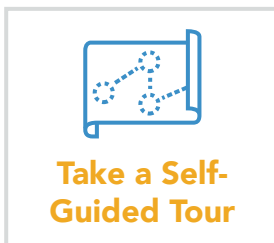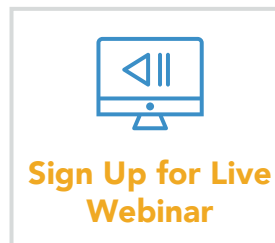
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Throughout this guide, you have seen several ways that Realm helps churches reach new people and manage the life and operations of a church. We're excited to share more about our revolutionary ministry tool, Realm.

Realm provides solutions that will make your ministry and life way easier. It is cutting-edge church management software that combines administration, accounting, and community into one system. It also connects your entire church and personalizes each person's involvement in your ministry.
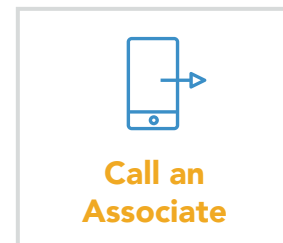
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