



SHINING A LIGHT ON
WHO JESUS REALLY IS

ILLUMINATION STATION

JOHN 8:12

JUNE 22-26



VBS 2026



THEME VERSE

Jesus spoke to them again: "I am the light of the world. Anyone who follows me will never walk in the darkness but will have the light of life." - John 8:12

Motto:

JESUS is
THE LIGHT
of THE WORLD

Daily Schedule

- **VBS Team Show Time:** 8am
- **Doors Open to Kids:** 8:30am
- **VBS Begins:** 9am
- **Last Rotation Ends:** 12pm
- **Kids Dismissal:** 12:15pm
- **Kids' Lunch:** 12:15pm-1:15pm

Other Dates:

Décor Hallways: June 8th-21st
Décor Classrooms: June 8th-21st
VBS Rally: June 17th @ 6pm
3rd-5th Grade Gospel: Wed, June 24th
1st-5th Grade Gospel: Thurs, June 25th
Tear Down: June 26th (*Conclusion of last rotation*)
Celebration Sunday: June 28th @ 10:45am

Procedures

- **Emergency:** Activity Center (*Nurses*)
- **Early Dismissal:** Church Office
- **Injuries:** 1st Aid kit in Each Building & Injury Report (Guides Bag & IBC website)
- **Supply List:** Your Team Leader

Need Supply lists by: May 31st
(earlier if specialty items need to be ordered)

Resources

- **Lifeway:** www.lifeway.com/vbs
Clip Art, Music Clips, Decoration ideas, Theme
- **IBC website:** www.ibcpace.com/vbsvolunteer
- **Pinterest**
- **Resource Room:** Children's Building
- OrientalTrading.com
- Your email! We will email you frequently with important information.

Points of Contact

- Your Team Leader
- Anne Johnston - ajohnston@ibcpace.com/ 850-530-0656
- Carrie Holland - cholland@ibcpace.com/ 850-994-6152
- Jonette Kimbro - jkimbro@ibcpace.com

Illumination Station Rotations

Worship Rally - Illumination Station
 Bible Study - Spotlight Bible Study
 Mirror Ball Music
 Glow-In-The-Dark Missions
 Kaleidoscope Crafts
 Neon Snacks
 Suncatcher Rec

BIBLE STUDY FOR ALL AGES



MONDAY, JUNE 22ND

Bible Story: Jesus asked who people thought He was (Matthew 16:13-20)

Spotlight Question: Who is Jesus?

Jesus is the Messiah, the promised Son of God.

Daily Point: Jesus is God's promised Son.

TUESDAY, JUNE 23

Bible Story: The Baptism of Jesus (Matthew 3:13-17; Mark 1:1-11, John 1:29-34)

Spotlight Question: Was Jesus just an ordinary man?
Jesus is perfect son of God who came to be the Savior of the World.

Daily Point: Jesus is God's perfect Son.

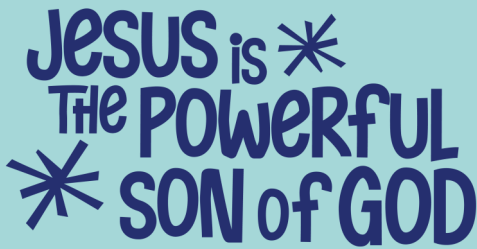


WEDNESDAY, JUNE 24

Bible Story: Jesus performed miracles (Matthew 15:29-39)

Spotlight Question: Was Jesus just a teacher?
Everything Jesus said and did showed that He is the powerful Son of God..

Daily Point: Jesus is the powerful Son of God.

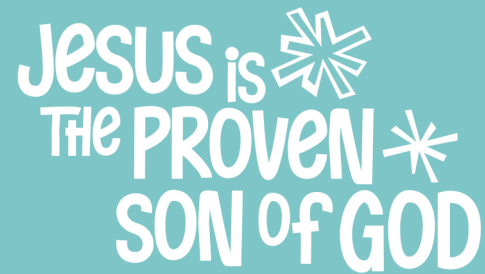


THURSDAY, JUNE 25

Bible Story: Jesus died and rose to life (Mark 14:43-16:7)

Spotlight Question: Was Jesus just someone who lived a long time ago? Jesus lived, died and rose to live again to be our Savior, now and forever.

Daily Point: Jesus is the proven Son of God.



FRIDAY, JUNE 26

Bible Story: Peter preached about Jesus (Acts 2)

Spotlight Question: Why do I need to respond to Jesus?
Jesus is the only way to receive God's forgiveness.

Daily Point: Jesus is God's plan for forgiveness.

REGISTRATION & DROP-OFF



- EVERYONE needs to register for VBS online
- Adults: www.ibcpace.com/vbsvolunteer
- Kids: www.ibcpace.com/vbs
- **VBS for babies-4 years old is for VBS team members' children only.**
- **All other children must be 5 by September 1, 2026.**
- Class placement is by grade completed in the 2025-26 school year.

Arrival & Dismissal Procedures for Volunteers

MONDAY MORNING WE NEED EVERYONE TO BE ON CAMPUS BY 8:00 AM TO CHECK-IN.

GUIDES NEED TO BE IN THE WORSHIP CENTER BY 8:00 AM each day

TO BE READY TO GREET CHILDREN AND PARENTS AT 8:30 AM WHEN THE DOORS OPEN

Drop-off/Pick-up for Team Members' Children: Birth-3 years

If you are a registered volunteer and have a child, age babies-3 years old, please check in at Bldg. K no earlier than 8:15 am.

- Leave your name, cell phone #, and class that you are serving in with your child's teacher.
- Leave specific instructions (Ex: bottle instructions, formula mixing instructions with specific measurements, sippy cup contents, snack in a bag, breastfeeding, pacifier, nap time ideas, etc.) & label all of your child's belongings with their name.
- Pick up your child NO LATER THAN 12:45. Do not send someone else to pick up your child unless absolutely necessary. The teacher may want to speak to you regarding your child's morning. Please do not send your older child to pick up your little one. Thanks!

Drop-off/Pick-up for All Children: 4 years– 5th Grade

PRE-REGISTERED KIDS

- Pre-registered children with a "**Lightning Pass**" - go directly into the main room of the Worship Center to join their group
- Pre-registered children without a "**Lightning Pass**" will check-in at a registration table in the foyer or go to their group if they know it.

DAY-OF REGISTRATION

- **Children not pre-registered by June 21st will need to fill out a registration form at the designated tables & be assigned to a class by the registration team before joining their group in the Worship Center**
- **Team members' children** (ages 4 years–5th grade), go to the Worship Center to sit with their group beginning at 8:30 am
- See Anne if you need to be in your class earlier and cannot drop your child off at 8:30 am.
- Parents will receive a Parent Pick-up Card the first day the child attends

Something to think about:

Please remember that when the kids arrive, it is our time to meet the children's parent/guardian and make an impression for the Lord and our church. By the end of the week, you may have many contacts with adults who may be unchurched or unsaved. We want them to visit IBC again!



PICK-UP

Dismissal: Preschool - 5th Grade

- At dismissal, please send your students home with a positive word plus an invitation to come back the next day.
- Dismissal will occur from the Worship Center.
- Have the children use the restroom at their last class. If they must go while in the Worship Center, accompany them to the restrooms located in the foyer accompanied by an adult
- Please sit in your designated area in the Worship Center and wait quietly for dismissal. Help the children listen for their names to be called. **Please do not remove their name tag.** The tag will be used to verify authorized pick-up individuals.
- Please pick up your child as soon as you are done in your service area.
- Car line Team members children will go to the Activity Center with Anne and designated helpers. The kids may bring a lunch and we will serve them. This process helps our team manage the dismissal process quicker and more efficiently. It also gives our team members' children something to do while they wait.



SAFETY & SECURITY

First Aid, Emergencies

- A basic First Aid Kit is available in each building on campus.
- Please report any physical injury to Mrs. Carrie, Mrs. Jonette, or Anne. We have nurses on campus. One of us or security will call a nurse as needed.
- No medication will be given to children unless by the parent or guardian.
- **The person who saw the incident will need to complete an Injury Report Form located in each class folder. Please give this form to Mrs. Carrie or Anne ASAP.**

If a serious injury occurs, do not move the child. Call 911 and then call Security, Mrs. Carrie or Anne.

Have someone perform basic first aid as needed.



Lost Children

Notify your Team Leader, Security, Mrs. Carrie, Jonette, or Anne if you notice a child is missing. Do you know the child's name? Can you describe the child? Clothing? Hair? Check the bathroom and surrounding area for the child.

THIS IS VERY IMPORTANT.

A Team Leader, Security person or Mrs. Carrie, Mrs. Jonette, or Anne will call a CODE ADAM immediately.

- **The campus will go into "freeze" mode when a child is lost.**
- **Classes will remain where there are until the child is located.**
- **Your department director or security will let you know when you may transition again.**
- **Guides may want to do a fun photo in the morning to document who is in their class for that purpose only. We may not have permission to use children's pictures for publicity. Please do not post this or any pictures this week to Facebook. The name tag will be marked on the back if we do not have permission.**
- As you travel from rotation site to rotation site, remember to count your children.

Roamers/Travelers

If you find an unsupervised child, please have an adult escort the child to the class noted on their nametag. Please notify Mrs. Carrie or Anne if you need help locating that class.

Children with food allergies

- **If your class has a child with a food allergy, be alert at the Snack Site.**
- Our Snack Crew always has an alternative snack on hand should you have a child that cannot eat the snack due to allergies. **REMINd a snack volunteer** when you get to the Snack Site of any allergies listed on the back of their nametag.

Emergency Evacuation

- If there is an emergency requiring evacuation, get the class folder, count the students/youth and proceed with them quickly to the nearest exit. Travel to the Worship Center and assemble until the all-clear is given. Count your students, again. Please remain calm.
- Fire evacuation routes are located by the exit door of each room in the buildings. In the case of a fire, head to the nearest exit with your children.
- Make your way to the Upward fields, if safe, and count your children.
- Notify a security person or your department director immediately if a child is missing from your class.

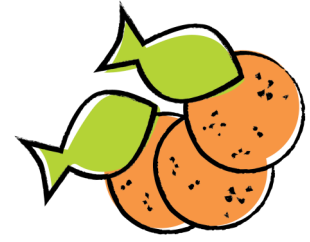
MORE IMPORTANT STUFF FOR EVERYONE

T-Shirts - IBC VBS Crew Shirt

- Available for team members, cost is \$6.00

Dress Guidelines

- Have fun with your VBS attire, but please keep modesty in mind
- Please NO short shorts or spaghetti straps
- Adult leaders, please remind our youth helpers of these guidelines.
- We want to set an example for our children



Make sure you wear your name tag each day

- Name tags designate our VBS staff members and serve as a security measure
- Name tags will be given to Team Leaders to distribute to their team

Team member Attendance

- Team Leaders for Bible Study, Crafts, Music, Preschool, Missions, Snacks, Records, Recreation, and Guides will take attendance for their teams.
- Attendance is done on the LEAD app. Team leaders, if you don't have the LEAD app, contact Anne.

Student Helpers - This is for you!

- **Thank you Students for serving in VBS this summer! You make a lasting impact on the lives of little kids and are vital to the VBS ministry!**
- Your job is to follow the leadership of the adult leaders and provide help.
- Love and care for the children.
- Stay with your assigned class or area, unless asked to run an errand.
- You have an assigned break time-enjoy it, but do not take extended time or wander around the campus.
- Keep cell phone use to a minimum.

Offering

A daily offering will be collected in the Worship Rally to help children in need. We will vote with our change on who will get *IT*. (*IT* is a surprise. We will announce *IT* soon.) Who will it be? Mrs. Carrie? Pastor Tanner? Pastor Jeremy? **Goal: \$2600**

Snacks

- Preschool in building K; Kindergarten in event center; 1st-5th grades in Activity Center
- Please leave written instructions for the teacher if you are a VBS volunteer with babies or children with special food needs.
- Snacks for toddlers will be in the classrooms.
- **IMPORTANT: Be sure you check the name tags for children in your class with indicated food allergies**

Hospitality Room for VBS Volunteers

- Special snack and drinks are provided in the Activity Center for all teachers and helpers.
- NO "camping out" in the Hospitality Room and please, only one visit for food
- Coordinate your visit so the children are properly supervised by at least one adult and one youth leader.
- Adult leaders-please give your youth leaders a specific time to go to the Hospitality Room.

CLASSROOM LEADER INFO



Teaching Materials

Please see Anne Johnston if you do not yet have teaching materials.

Kid's Activity Books

Activity Books will be available to teachers as requested.

Supplies

The deadline to turn in supply lists to Anne is Sunday, May 31st. Please see your Team Leader for the deadline for your department.

Please help us be budget-conscious in our supply purchases. Before you fill out your request:

- **Look** in the classroom where you will be teaching. There may be supplies already available for your use.
- **Plan Ahead.** If you need something special, please give us 2 weeks' notice.
- **Check** the resource room for general supplies before adding them to your list. Resources like colored paper, scissors, glue, etc., are usually in stock.
- **One last reminder:** Contact Anne before you buy any supplies. There may be additional supplies available that are not stored in the resource room. Reimbursement cannot be guaranteed unless you receive prior approval for the purchase.
- **The Resource Room is in the Kids' Building,** Downstairs next to Mrs. Jonette's office.

Special Note: Please do not use anything marked for First Steps in either the classroom or the resource room.

Decorating your Bible Study, Missions, Music, Crafts, Recreation & Snacks

- Decorating is for fun! The purpose is to excite the kids not distract them. Please note that we are here to teach God's Truth not focus on who can decorate the best. Please do not spend all your time and energy on decorations or spend a lot of money. Check with Anne, she has stuff.
- The hallways will be done BIG by the décor team.
- Class leaders are responsible for decorating their rooms. People who work during VBS are great resources to ask for help. Your small group members are another great resource.
- **You may begin decorating your area the week before VBS (office hours are 8:30 – 4:30, Monday-Friday).**
- Evenings are available by appointment.
- **If you decorate before Sunday, June 16th, PLEASE DO NOT MOVE TABLES, CHAIRS OR ANYTHING THAT WOULD DISTURB ANY CLASS THAT WOULD BE IN THAT ROOM FOR LIFE GROUP.**
- Any large decorations may need to be stored out of the way or brought in Sunday afternoon or Monday morning. Sunday afternoon at 2:00pm, the church will be open for everyone to decorate.
- **Things to bring with you from home to decorate if you have them:** Scissors, tape, tacks for bulletin boards, markers, fishing line (for hanging things from the ceiling). We may have some of these supplies in the resource room or you may add these items to your supply list.
- **Good places to look for VBS decorations** – your garage, internet, Oriental Trading, party supply stores, Dollar Tree, or ask your friends.
- **BUDGET FOR REIMBURSEMENT IS LIMITED.** If you want to be reimbursed, please let us know before you buy, and keep your receipts. Be a smart shopper and a creative "scrounger".
- **Please be careful not to "take the paint" off the walls. PLEASE USE BLUE TAPE or masking tape** on surfaces with semi-gloss paint. Packaging tape may be used in Gwyn Hall. Check out Mavalus Tape...sticks to most surfaces safely. Anne has purchased some for this year.
- **Do not use staples, pins, or tacks in on the walls in the rooms.**
- **If you are in the NEW BUILDING, Please do not stick anything to the walls. We can hang things from the ceilings but no tape, putty, glue, or anything else on the walls. If you need help with ideas, please let Anne know and she will help you figure it out.**
- **Remember what you put up and bring in – you must takedown.** We may have other churches that will be using the décor that the church purchased when we are through.
- If you need ideas, ask Anne or Michele Medeiros. **Pinterest** is a great resource for VBS. <https://www.pinterest.com>

Guides:

The registration team will record attendance for the kids.

LEAVE THE NAME TAGS OF KIDS WHO DID NOT SHOW UP ON THE PEW!!!

- **Class Folder & VBS Bag**

Each class (Preschool-5th Grade) will be given one bag to hold the following items.

1. Your roll/attendance folder. Please keep this item with you as you travel with the children at all times!
2. Injury report forms, Band-aids, and gloves.
3. Crafts and/or other supplies as you travel from the classroom to other areas during the day.
4. Daily notes of communication from Anne, Family Flyers to distribute at Pick-up time, and other materials you may need.

AT THE END OF THE DAY, PLEASE LEAVE YOUR FOLDER ON THE PEW WHERE YOUR CLASS IS ASSIGNED.

- **STAY ON TRACK WITH YOUR CLASS** to see where you need to be and when. Please watch your time!
- **At least ONE adult needs to stay with the class AT ALL TIMES** while traveling and at rotations.
 - ◇ You will know the students' names better as well as their personalities. Please offer to help the Classroom Leaders and be willing to "play along" in activities.
 - ◇ Youth helpers are encouraged to stay with the class; **however, they are not to be the only supervision for your class.** Adults, please remember to encourage your youth and help them so they know what you expect of them.
- **COUNT YOUR KIDS! Count your kids when you leave a place and arrive a place. If you are missing a child, notify the team leader of the class you are in or call Mrs. Carrie, Mrs. Jonette, or Anne and determine if a Code Adam needs to be declared.**

- **Class Signs**

There will be class signs in the worship center marking each group's place to sit.

These also double as "traveling signs" for classes. Groups should **take this sign with them wherever their class travels.** This helps us identify a class if a child arrives late or is picked up early (and for many other additional reasons).

At the end of the day, signs need to be returned to the Worship Center.

- **Nametags**

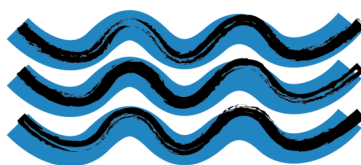
On the first day of VBS, **pre-registered children receive a nametag when they check-in at their seat. New children will receive their nametag in the foyer when they check in.**

The nametag will include the child's name and class. Nametags with a red dot indicate the child has an allergy. See the backside of the nametag for allergy information.

At pickup, the nametag will be taken up by a volunteer who checks the parent card against the child's nametag.

- **Parent Pick-up Car Tag**

Every child's parent or guardian will receive a parent card (Car Tag) at check-in (either from the guide or the registration team). **This card is very important.** The parent card allows the child to be picked up at the end of the day.



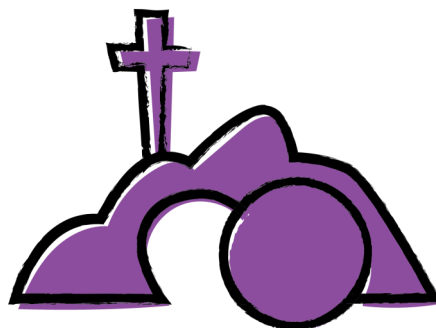
HOUSEKEEPING guidelines

MOVING FURNITURE: When setting up your room, please note the location of furniture, chairs, and other items in the room. (HINT: Take a picture with your phone or camera.) All furnishings will need to be returned to the same location on Friday. Some teachers must move chairs or other items from their room. PLEASE MAKE SURE that you do not move them into someone else's space/room. Rooms that are being used are listed on the VBS map. Label items/furniture (with masking tape) that you move from the room so you know where to return them. Any furniture (tables, chairs, etc.), that you might bring into your room from another area, needs to be returned at the end of the week for Life Groups.

2. **TABLE PROTECTION:** To make clean up easier, cover the tables you will use for art with plastic tablecloths. If you secure the tablecloth at the ends and the sides of the table with tape, it should last for the week. If you don't want to cover the tables, please clean them after each use to remove paint, glue, play dough, etc. **Please do not use bulletin board paper for covering tables.**
3. **RESOURCE RETURN:** Return items daily to the resource room. This helps when Friday rolls around. Please do not send children to the resource room to return or pick up items. We are trying to keep the resource room workable for all. Please do not allow your children to craft or play in the resource room without parent supervision.
4. **MESSY STUFF:** Please be careful with glitter or supplies that make a mess. The Custodial Team is VERY busy during this week!
5. **AIR CONDITIONING:** Air conditioner units will be programmed this week. Please let Pastor Joel, Mrs. Carrie or Anne know if the units need adjusting. Please do not cover the A/C controls with decorations. Thanks!
6. **TRASH:** Please tie your trash bag up and place it outside the door of your room to make pick up easier for our wonderful IBC custodial staff.
7. **FINAL CLEAN-UP ON FRIDAY:** The 2nd Floor K Building hallway and the Bldg. K, resource room, Gwyn Hall hallway, the Student Center foyer will be your Recycle Locations. Please return any unused curriculum or leader packet items, etc., plus any used curriculum, decorations that are in good shape, and supplies NOT belonging in the resource room to this area. There will be specially marked locations for these items. Other supplies from your classroom, or those that are regularly used/stocked in the resource room, need to be returned to their places.

Before leaving your room on Friday, look around.

**If you were a Life Group Leader, is the room how
you would like to find it on Sunday morning?**

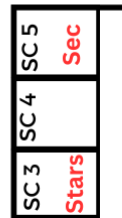
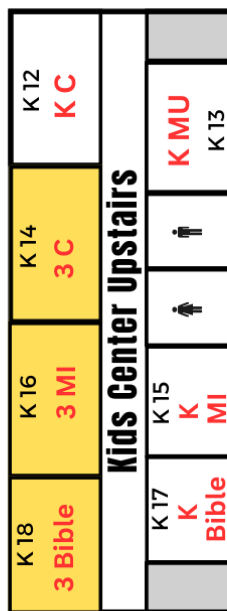
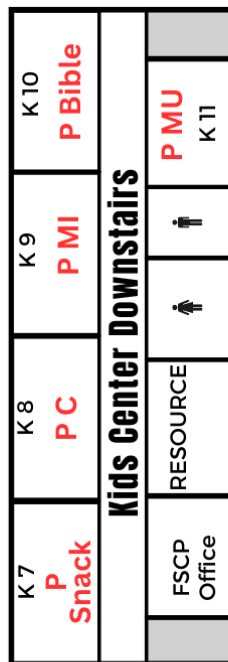
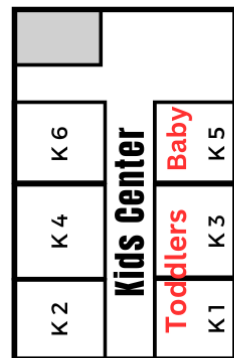
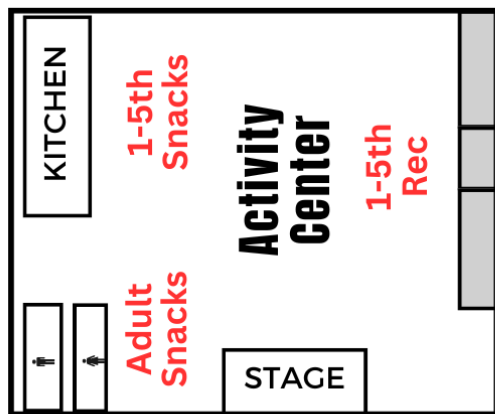
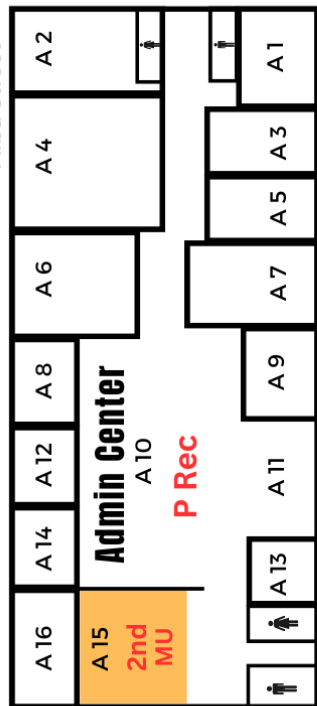
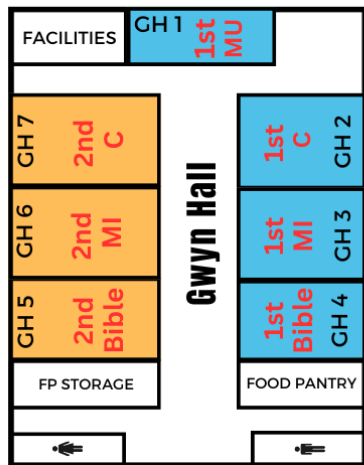
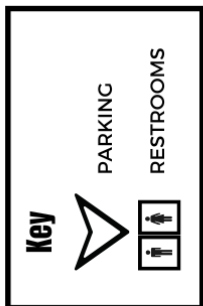


Bible - Bible Study Rotation

S - Snacks

K - Kindergarten

MU - Music Rotation



HWY 90

Thank You

The ministry of Vacation Bible School is enormous in scope and takes many of God's servants working together. Thank you for giving your time, energy, resources, and especially, your prayers for VBS 2026. Reaching boys and girls with the gospel of Christ is a tremendous opportunity and we appreciate your willingness to join us in this endeavor.

We are praying for you as you prepare for Illumination Station this summer.

May God bless you,

Mrs. Carrie, Mrs. Jonette, & Ms. Anne

