



## **Asbury United Methodist Church**

We want your family to have a wonderful nursery experience as we partner in your little one's faith development. Our nursery strives to be a place where each child feels safe and parents feel comfortable leaving their precious little one.

The health and safety of your child is our primary concern. We're committed to keeping our nursery clean and safe. Our ratio of caring adults ensures each child's needs will be met as he or she begins to discover the wonderful love of Jesus.

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# Welcome to our church nursery ministry!



## baby beginnings Small Group Classes

### Safe Sanctuary

Asbury's Safe Sanctuary policy is designed to set policy and procedures for guaranteeing the safety of the children and youth of Asbury United Methodist Church. A copy of this policy may be obtained in the church office or from the Nursery Director.

Background checks have been completed on each nursery caregiver. All nursery staff haven been certified in first aid, CPR, and are governed by our Safe Sanctuary policy.

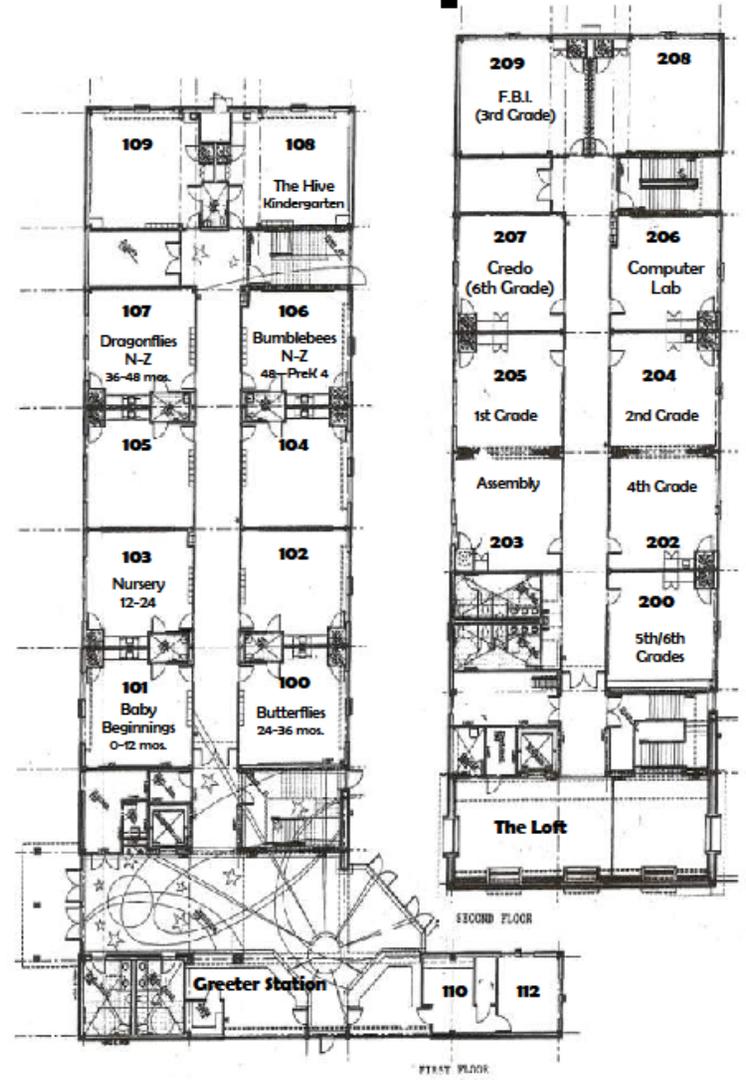
All of our nursery doors are see-through and nursery rooms are monitored by our Director of Nursery Ministries. If, at any time, you have questions or concerns about our nursery, please contact Allison Womble, Director of Nursery Ministries, at allies3@bellsouth.net or 984-4211.

### General Nursery Policies

Sunday morning nursery services are available at 8:15 a.m. until 12:00 p.m. Our Nursery rooms are open 15 minutes prior to regular scheduled services, Bible studies, or other on-campus activities. For children 5 years and under who are attending Spiritwind's 11:00 a.m. service, nursery workers are available to walk the children to the nursery at 11:20 a.m., immediately following the Children's Sermon.

During the 9:45 a.m. hour, children in our nursery participate in small group Sunday school as follows:

- 0-6 months= Baby Beginnings in Room 101
- 7-18 months= Baby Beginnings in Room 103
- 19-35 months= Baby Beginnings in Room 100
- 36-48 months= Dragonflies in Room 107



Each child is checked hourly for wet or soiled diapers. We attempt to return each child to his or her parents in clean diaper.

Parents should provide diapers or a change of clothing if a child is potty training

Staff will use church provided wipes unless parents provide a necessary alternative, due to allergies

## **Food Policies**

Babies will be fed pre-measured formula, milk, or juice as provided by the parent. Please send drinks in plastic bottles or cups with the child's name clearly labeled on them.

Each toddler will be provided with a snack. If your child has any food allergies, please be sure to notify caregivers upon check-in and on the registration form. We have allergy alert posters on each door frame to notify parents of the day's snack.

## **Keeping in Touch**

By all means possible, Asbury's Nursery staff will work with parents/guardians to establish a method of emergency contact. Asbury Children's Ministry asks that every child's parent/guardian be able to be notified by cell phone.

Should the need to notify the parent/guardian about a change in their child's situation (fever, illness, long-term crying, etc.), nursery staff will text or voice mail a "come to the nursery" message to the parent/guardian's cell phones.



If your child needs to be taken to the Nursery to receive care after 9:45 a.m. Sunday school, please indicate those instructions on the nursery registration sticker when you drop-off your child.

There will *always* be a minimum of two nursery workers per room. Our care giver-child ratio for each room is as follows:

0-6 months=	1 to 2
7-18 months=	1 to 8
19-35 months=	1 to 8
4-year olds=	1 to 8
5-year olds to Kindergarten=	1 to 10

Nursery for older children may be provided in the upstairs loft, if requested and approved by the Director of Children's Ministries.

## **Nursery Check-In and Check-Out**

Your child will be safe and secure. We have a sticker security system for the Nursery. Parents are issued a two-part sticker-keeping one portion and returning it when they pick up their child.

**A primary cell phone number must be provided to the Nursery staff when the child is dropped-off at the Nursery.** Parents/Guardians must provide their location on the Asbury campus during the time the Nursery services are being rendered.

Each nursery event will have a sign-in sheet that provides valuable information regarding your child. Please register your child's attendance on the sign-in sheet *each* time your child visits the nursery. Include any special instructions, such as food allergies that may help us care for your child. *Remember to indicate on the sign-in sheet if anyone other than parents will be picking up your child.*

Children will only be released to a properly identified and preauthorized adult.

**Separation Anxiety:** It is common for children in the nursery to suffer from separation anxiety. Please tell your child "goodbye" when leaving him or her in our care and exit the nursery area. Please do not linger.

Your child will be able to adjust much more easily/quickly if goodbyes are done in a brief manner.

It is common for a child to cry when you leave. Normally, the child will calm down in less than 15 minutes. If your child continues to be upset with no sign of calming down, nursery caregivers will text your cell phone. If there is no response, a caregiver will come to find you.

## **Parent Responsibilities**

Please make sure that items belonging to your child are labeled properly. We ask that you include the following items in the child's diaper bag:

- Disposable diapers
- Plastic bottles and or drinking cups
- Change of clothes
- Pacifier
- Blanket
- "Security" item, if needed

## **Sick Babies and Illnesses**

**Please do not bring your child to the nursery if he/she is showing any signs of illness.** Please be considerate of other children as well as our staff and refrain from bringing sick children to the nursery.

Children should be excluded from the childcare setting for the following (and will be used as reasons to deny nursery services):

Unusual lethargy, fatigue or irritability—illness that prevents your child from comfortably participating in program activities

- √ Fever in the last 24-hour period
- √ Coughing
- √ Persistent crying
- √ Signs in difficulty in breathing
- √ Sneezing
- √ Heavy green nasal discharge
- √ Vomiting 2 or more times in the last 24-hour period
- √ Diarrhea within the last 24 hours

- √ Mouth sores associated with drooling unless deemed noninfectious by your physician
- √ Unusual rash accompanied by fever
- √ Drainage or redness of the eye that could possibly be considered conjunctivitis (pink eye)
- √ Head lice or scabies
- √ Chickenpox, measles, mumps, tuberculosis, whooping cough
- √ Impetigo until 24 hours after treatment has been initiated
- √ Streptococcal pharyngitis ("strep throat") until 24 hours after treatment has been initiated

If your child is experiencing any of the above criteria, we ask that you do not bring them to the Children's Building and the Nursery. If you have questions concerning any of the above, please do not hesitate to contact Allison Womble, [allies3@bellsouth.net](mailto:allies3@bellsouth.net) or 984-4211.

Nursery caregivers will not be allowed to give medication to children.

## **Hygiene Policies**

We take the following precautions to reduce the spread of illness and germs:

**Hand washing:** includes sanitizing hands before feeding times, after diaper changes, and after handling of any contaminated items.

**Nose Wiping:** Children's noses are wiped as needed. We do not require disposable gloves; however, hands must be sanitized immediately afterwards.

**Disinfecting Surfaces:** At the end of each nursery session, all surfaces will be disinfected with a "green" and antibacterial disinfectant and air-dried. All toys, swings, tables, and other equipment will be disinfected after each session.

**Diaper Changing:** our diaper changing table's surface is cleaned frequently and precautionary measures are taken to prevent the spread of germs. Staff members always wear fresh latex-free gloves when changing a diaper.