

## **bpChurch Nursery Policies and Procedures**

### **OUR STAFF**

Our nursery has one lead nursery director and two assistant nursery directors. Each week one of the directors is in the nursery all morning.

### **WHAT TO BRING**

A diaper bag with diapers (two or three), wipes, a bottle (with formula) or sippy cup. If your child needs a pacifier or blanket feel free to bring it if it comforts them. Please label all items with your child's first and last name.

### **CHECK-IN AND OUT**

Upon arrival, sign in your child and take a number card. If you're needed while in the worship service, your number will appear on the reader board on the right and left sides of the stage. If you're needed while in an adult class we will send someone to get you. Please present your card when you pick up your child.

### **PROGRAM**

Each service we sing a couple of songs, have a Bible lesson and then the kids color a paper.

### **SNACKS**

The children are given a snack once during each service. The snack consists of crackers (animal crackers, graham crackers, Ritz crackers, fish crackers) or vanilla wafers. If your child brought a sippy cup it will be given to them. If not we provide sippy cups of water.

### **SICK POLICY**

In consideration of other children and workers, please do not leave your child in the nursery if they are ill, or have been ill within the last 24 hours. Symptoms to look for include: runny nose, watery eyes, cough and temperature. If we notice these symptoms after your child has been dropped off we will ask you to come back and pick up your child.

### **CLEANING POLICY**

At the end of the morning all small toys are washed in disinfectant. Before the nursery director leaves all the big toys are sprayed and the carpet is vacuumed. Any crib sheets are taken home and washed in hot water and any church sippy cups used are taken home and run through the dishwasher.

### **HOW YOU CAN HELP**

We strive for excellence in our care of your child. We depend on our volunteers to help provide a loving atmosphere. If your child is in our nursery, we ask that you help by volunteering (once every 6-8 weeks). Don't hesitate to talk to one of our nursery directors if you have any concerns.