

To Our Volunteer Caregivers

Welcome to our Nursery, a ministry for parents of 0 to 2 year olds. We are so thankful that you have found this to be the place in which God wants you to serve. Listed below you will find the procedures and guidelines for you while serving in this ministry.

Coordinator

Our Nursery Coordinators are Dawn Frame, Heather Gonzalez, Mindy Bendoski, Sarah Allen and D'Andra Buchanan. One of us will be present before and after all services to make sure that our Nursery room runs smoothly and to assist you and to answer any questions you might have. We keep attendance and oversees the cleanliness and orderliness of our room.

Preparation

Prepare during this week by praying for yourself, the children, their parents and families, and for the time you will spend with them. It will have a lasting impression on their lives. Jesus always equips those whom He calls to serve. Your heart has obviously been touched by some aspect of this ministry and God will not let your "yes, Lord" go to waste.

Caregivers schedule

*Worship Service 8:55am to 10:20am Arrive at the latest 5 mins. early, this will give you time to pray with other caregivers before the babies arrive.

*Class Time 10:15am to 11:35am This sometimes means that you'll need to leave worship early. Caregivers will be able to pray together while Cradle Roll class is going on.

Substitutes

Substitutes are available if you cannot serve. (Please first attempt to secure a substitute yourself, you might know of someone with a love for children that isn't on our list.) Contact Dawn Frame (325-7655) as early as possible if you need a substitute.

Here is who you might see in the nursery:

- Lillia Sue
- Abby Allen
- Paul Stroemer Jr.
- Bailey Bendoski
- Jayden Gonzalez
- Isa Valle
- Logan Johnson

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Registration

Parents/Guardian are to fill out the Nursery Enrollment Form, paying special attention to the “two additional people that may pick up their child”. Explain to the parent that if we need them for any reason during Worship Service their child's name will appear on the bottom right corner of the screen. Clip the Nursery Enrollment Form on the diaper bag and hang the bag on the hooks just inside the 'dutch doors'. If there isn't a bag, clip it to one of the last hooks so that all information is in same place. Write the name of child on the labels provided and put them on our little one's backs, bottle, and/or sippy cup.

Nursery Enrollment Form	
Child's Name	_____
Age	_____
Parent or Guardian	_____
Shepherding Group	_____
2 additional people may pick up my child:	<input type="checkbox"/> bottle <input type="checkbox"/> sippy cup <input type="checkbox"/> pacifier <input type="checkbox"/> blanket <input type="checkbox"/> crackers <input type="checkbox"/> Cheerios <input type="checkbox"/> Goldfish
Does not like	_____
Likes	_____
Allergies	_____
Special Notes	_____
To my knowledge, my child is free of illness <small>(Parent/Guardian Signature)</small>	

Receiving Children

As you come into the nursery room use the hand sanitizer and put on a vest. (Vests are not mandatory, but a bonus, telling new moms that we take pride in our nursery and they protect our vulnerable shoulders from juicy burps) Help anxious children and their parents feel comfortable about leaving their precious treasure with you. Invite them in and show them all that we will be doing today. Let the parents know that they can come and check on their child anytime through the divided door but unless they are picking up their child to leave they shouldn't come in the room and should try to avoid being “detected”.

Releasing Children

Considering safety there is only one of three people that can pick up each child. The parent/guardian that dropped them off or the two additional people on that child's Enrollment Form. Be sure to include the child's belongings, check the shelf above the bags for cups, and remove sticker from each little one's back. Above all else insist that each baby leaves with a big smile and that the parents know that their family is covered in prayers. If a baby is there for the first time send home them with (slip it in the diaper bag if room) a visitor's bag.

Junior Caregivers

Thirteen years old and older are allowed to serve in this ministry, however they must be on the schedule. They will be assigned with another adult who agrees that they will help train our eager helpers. There will be safety classes to attend for more training and understanding. Please do not bring your own children with you to serve as Caregiver unless they are 13 years old and on the schedule.

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When to call a Parent

Be sensitive to the request of the parents. Some want to be called immediately. Remember, we are serving them and we want to serve in the best way possible. When a baby cries, pray for them and try one of the following: check the Registration Form for information; change them (women only please); rock them; walk with them; give them a toy or pacifier if they use one; sing to them. Sometimes a baby will cry or be fussy for 5 to 10 minutes and then fall asleep. Do not let them cry for more than 10 minutes before calling for the parent. If it is during Worship Service, ask another caregiver to go to the sound booth and inform Jon or James the name of the child and they will put the child's name at the bottom of the screen. If it during class time you walk with the child to parent's class. If it is a visiting parent, stay with them and/or walk with them back to the nursery for their belongings and offer to pray over them and their baby. For the older child try not to call the parent out of service unless absolutely necessary. Sometimes workers have to stop, hold hands, pray and establish the Lord's presence and His authority. With love, patience and prayer a little one's fears can be soothed.

Illness

If a child has a colored runny nose, fever, rash, diarrhea or shows other signs of illness, please inform the coordinator, there are volunteers that will sit with our sick babies so moms can be in class. Sometimes a child's nose will run when they cry, when they are teething or if they have allergies. We must be sensitive in this area, but we must also prevent the spread of illness. If a child has a runny nose reference the Registration Form for parent's notes.

Clean-up

Toys that have been lathered in saliva should be placed in the basket between the changing table and the sanctuary windows, even if need be by the caregivers of Worship Service. There are Clorox Handy Wipes for any mishaps. It also is a good idea to use the hand sanitizer upon exiting the nursery.

*****Sick Baby Caregivers

Oh how you will be a blessing to the mom of a sick baby. Registration will be the same but the bag will left in the Check-in room. Since this room doubles as the Cry Room and the Nursing Mom's Room it would be wise to take leave and simply "walk with" the baby if someone comes in to use it for either of those reasons. Keeping exposure to others to a minimum as the child might be contagious. Before leaving, know where the child's parent/guardian is by referring to the Registration Form

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Prerequisite for Caregivers.

Willing heart.

13 years and older (due to insurance liabilities).

13-18 year olds will be required to take a safety class offered by the church, subject to a waiver based on experience.

One 13-18 year old will be placed with a mentoring adult, someone that will help train to be safe while playing with and caring for the children.

Limiting one 13-18 per session. Unless a "date night" in which more adults present allows for more teenagers.

Parents (members) of little ones staying in the Nursery are encouraged to sign up once a month. This may not be the same for visiting parents although they might like the connection.

