

Nursery Parent Book



Welcome letter...

Dear Parent:

Welcome to our Nursery Ministry at Rothesay Baptist Church. We seek to provide a safe, Christian atmosphere for the youngest members of our church family. We hope that our loving care for your child will allow you to participate in the opportunities available here.

We believe that our children are a gift from God! Nursery Ministry provides care to infants and toddlers that contributes to their well being and complements and strengthens the Christian nurture the child experiences at home. We strive to help your child build trusting relationships and feel a sense of belong by reaching out in love and understanding.

We hope this handbook will convey our commitment to provide a safe, caring environment through trained caregivers and a security system that ensures your child's safety. Please assist us in reaching this goal by taking time to review and understand our policies. If you have any questions or suggestions, we hope you will call us.

Once again, welcome! We look forward to serving the needs of your family.

Mel Reynolds
Nursery Coordinator
847-8000

Jenn Taylor
Director of Children's Ministry
848-6370

How Parents Can Help...

1. To assist your child in adjusting to his/her surroundings, bring him/her to church on a regular basis.
2. Sign-in your child properly by completing all of the information on the Sign-In Sheet. Keep your pager with you at all times. You will be asked to return this when you come for your child.
3. Be sure to label all of your child's belongings clearly. Always bring a change of clothing in case of spills or soils.

Questions or Comments?

If you have any questions, comments or concerns about our Nursery, please contact:

Melanie Reynolds
Nursery Coordinator
847-8000

Jenn Taylor
Director of Children's Ministry
848-6370

Classroom Management...

The behaviour of children while in the nursery will be managed in a manner that will protect their self-esteem and that will encourage children's independence, creativity and ability to mature and be nurtured in the growing knowledge of God's love.

Every attempt will be made to soothe a crying infant or child. In the event an infant/child cries inconsolably, the parent will be notified to assist.

Children are expected to follow directions given by their caregivers. Any correction needed will be done in a positive manner. Parents are expected to encourage their children to follow directions given by nursery staff. The parents will be contacted if any child refuses to comply with the caregiver's direction.

Caregiver Qualifications...

In addition to meeting the requirements of our Plan to Protect, persons working in the nursery at Rothesay Baptist Church shall:

- Enjoy being with children
- Show patience and love for children
- Have childcare skills which include: diaper changing, bottle feeding, cup feeding, holding, burping, soothing and engaging play

Nursery Schedule...

Nursery services are available for children of parents involved in church services, prayer meeting, Awana & the Ladies' Bible Study during the following times:

Sunday	9:45am to 11:30am 5:45pm to 7:30pm
Wednesday	6:15pm to 8:15pm
Thursday	9:30am to 11:30am

Purpose of our Nursery Ministry...

- To help each child feel comfortable & special
- To help each child feel secure with adults who love and care for him/her
- To help each child learn to play and share with other children
- To help each child have positive feelings about coming to church
- To encourage the active participation of parents in worship, Bible study & other activities

General Policies...

- The nursery opens 15 minutes prior to services & other scheduled events
- Children are to be brought to the nursery by their parent and will only be released to the person with the appropriate pager
- Parents should pick up their children immediately following the service or event they have been attending
- Please have your child's belongings properly labelled. This includes: diaper bag, bottles, pacifiers, drinking cups, coats, blankets, etc.. *Any items that are not labelled will be labelled by the Nursery Staff.*
- Only plastic bottles and disposable diapers are to be brought to the nursery.
- Children should not bring personal toys to the nursery
- We will be happy to feed your child the food you provide. Please include bibs,, spoons, straws or other necessary items in his/her bag. Food for toddlers must be cut into bite size pieces.

Food Policies...

- Infants will be fed formula, milk, juice or water as provided in plastic bottles. All bottles should be pre-mixed and poured by the parent. Warming instructions, if any, should be conveyed on the sign in sheet. Send only plastic bottles in the diaper bag. Please label each bottle with your child's name.
- We will be happy to feed your child the food you provide. Please include bibs,, spoons, straws or other necessary items in his/her bag. Food for toddlers must be cut into bite size pieces.
- Medications cannot be given by nursery personnel. Please do not put any type of medication in your child's bottle.
- Toddlers will be served a snack of cheerios and/or crackers when appropriate. If your child is allergic to anything please notify Nursery staff.
- Mothers who are nursing may do so in the nursery.

Health Policies...

For the protection of your child and the other children, parents are requested not to bring a child who appears to be ill. A child will not be accepted into the nursery when any of the following exists:

- Fever – currently or within the previous 24 hours
- Vomiting or diarrhea
- Significant, persistent nasal drainage which is green or yellow in colour
- Any symptom of a childhood disease such as: scarlet fever, German measles, mumps or chicken pox
- Common cold
- Sore throat
- Any unexplained rash
- Any skin infection
- Pink eye or other infection

We will not administer any medication

If the child develops a fever or other symptoms of illness while in the nursery, he/she will be separated from other children and the parents will be paged to take the child home.

If your child has a physical condition which may require specialized intervention or precaution, please contact the Director of Children's Ministries or the Nursery Coordinator to discuss special arrangements.

If your child develops an infectious disease (chicken pox, etc.) after he/she has been in the nursery, please contact the Director of Children's Ministries so we may notify other parents of their child's exposure.

Toys used by the children are washed after each session and at other times that are necessary.

Safety Assurance Policy & Registration...

We have a security system in place to protect your children. When you bring your child to the nursery, you should sign your child in on the sign-in sheet; take a pager & make sure that all of your child's belongings are properly labelled. Keep the pager with you at all times! Should it be necessary to contact you during your child's stay in the nursery, your pager will vibrate, letting you know that we need you! You will also be required to return them pager when picking up your child. After you have completed the sign-in sheet, give your child to the nursery staff.

When signing in your child on the Sign-In Sheet, it is extremely important that the information is accurate and complete. Please use the "Other Important Info" space to write anything you feel the staff should know about your child during his/her stay in the nursery.

When you return to pick-up your child, please return the Pager to the caregiver. Additionally, we ask that parents remain at the door of the Nursery. It would compromise our Security Procedure should we allow free entry into the room.

It is our goal to create & maintain a safe, clean and loving place for our members and visitors to bring their children.