

Nursery Policies and Procedures

Living Truth Fellowship

Purpose:

Our nursery exists to serve children and parents. We serve children by providing a safe environment where the love of Christ is exemplified. We serve parents by providing excellent childcare during worship services.

Parental Guidelines:

The nursery at Living Truth Fellowship is a safe and loving environment for children from infancy through four years old. Children will be welcomed in the nursery just before the start of the sermon. We ask that children stay with their parents during worship time to experience the beauty of corporate worship.

Parents should bring any supplies needed by the child. This would include items like diapers, wipes, a change of clothes (if potty-training), a bottle, etc. Please note that food in the nursery will be limited to bottles for infants. No other food or drink (other than water) will be allowed in the nursery.

Parents are asked not to bring toys from home into the nursery.

Only parents/guardians may pick up children from the nursery. Children will not be released to siblings.

Parents are expected to pick up their children as soon as possible at the conclusion of the worship service as nursery volunteers may have commitments and need to leave immediately.

Parents may choose to pick up their child before communion to experience this sacrament as a family.

It is always the parents' choice to put their child/children in the nursery. Parents may choose to have their child/children remain with them during the entirety of the service.

Volunteer Guidelines:

Nursery volunteers will be chosen from a roster maintained by the nursery coordinator. Volunteers who wish to serve in the nursery must be current members of Living Truth Fellowship or have been regular attenders for at least 1 year prior to service. All adult volunteers must have a background check before serving. Approval of volunteers will be at the discretion of the pastor and the board of elders.

Minors may volunteer in the nursery once they reach 12 years of age. There must be an adult female volunteer in the nursery serving with the minor.

There must always be two volunteers in the nursery. At least one volunteer must be an adult female.

Diapering and help with toileting when necessary will only be done by the adult female volunteer.

Health and Wellness:

We desire to provide the safest possible environment for all children. Therefore, we ask that parents keep their child out of the nursery if they display any of the following symptoms:

- Fever over 100 degrees within the last 24 hours
- Vomiting or diarrhea within the last 24 hours
- Significant, persistent nasal drainage
- Sore throat

-Symptoms of childhood diseases such as chicken pox, fifth disease, hand foot and mouth disease, Scarlet fever, measles, etc.

-Conjunctivitis (pink eye) or other eye infection

-Unexplained rash or skin infection

-Parasites, lice, mites, or ringworm

Nursery volunteers will also stay home if experiencing any of these symptoms.

If a child should become ill while in the nursery, the child will be separated from other children, and parents will be notified as soon as possible.

Safety and Security:

Only nursery-aged children, parents, and approved volunteers are allowed in the nursery when in use. Minors aged 5-11 are not allowed in the nursery.

The top portion of the half-doors will remain open whenever the nursery is in use. The bottom portion of the half-doors will remain closed.

Adults will not toss or throw children in the air while playing with them.

Adults will not engage in wrestling or “roughhousing” with children.

Volunteers will not use spanking as a form of discipline.

If child abuse is suspected, the nursery volunteer will bring these suspicions to the pastor in confidence. The pastor will then handle addressing the situation with the parents.

Nursery Use Outside of Worship:

Church Events

The nursery coordinator requires at least 1 week of explicit notification to properly staff the nursery for any church event outside of worship time. All

standard policies and procedures will apply. If two approved volunteers cannot be found, the nursery will be closed during that event.

Outside Events

Other groups may apply to use the nursery during their non-church event. The application must be made at least one month in advance. Approval will be at the discretion of the pastor and the nursery coordinator. Approved groups will need to follow all nursery policies and sign a release of liability form. Absolutely no food or outside toys are allowed per standard procedures.

Closing:

We will do our best to provide a staffed nursery during the worship service every Sunday morning. However, there may be times when we will be unable to do so. The nursery will be closed in the following instances:

- Inability to find two available volunteers
- Extreme heat/cold that makes it unsafe to be in the upstairs nursery room
- Unsanitary conditions in the nursery room
- Holiday worship services (Good Friday, Easter Sunday, Christmas Eve) so that everyone may participate with their families