

Welcome!

We are delighted to have your child participate in our nursery program. We realize that you are entrusting us with your most precious treasure and we are grateful for the opportunity to serve you.



In order to become acquainted with our nursery procedures, please take a moment to read through this information and keep it for future reference.

Our desire is to give loving care to each child in a safe, clean, Christian environment. If you have any questions or suggestions for improvement, please let us know.

Registration

Upon using the nursery regularly, we ask that you register each of your children, indicating any medical information and special feeding or care instructions that our caregivers need to know. You can do this easily by completing the online form on our website at www.firstumc-stjohnsmi.com, by completing the tear

off portion of this brochure or a paper copy – available in the nursery.

Availability

This is your child's first experience with First United Methodist Church and we want it to be enjoyable for all of you. We realize that you are depending on us to provide loving care to him/her in a safe, clean environment.

Nursery care is provided for infants, toddlers and preschoolers through age 5:

- 11:00 am Sunday mornings
- Some special church events



Staffing

Our nursery is staffed with adult care-givers who have completed an application and background check.

They serve on a rotating schedule, under the coordination of our nursery leadership team. The nursery is cleaned and surfaces are disinfected every week, and toys are cleaned periodically.

Sign-In Procedure

You will need to sign your child in each time you use the nursery. Make sure you include all of the requested information and any desired instructions for care. Please label your child's bottle/cup and belongings to avoid confusion.

We will ask to check parent IDs if you are new to the nursery. Please bring an extra change of clothes and diapers, if they might be needed.

Please note: we are sensitive to children with allergies or who are potty-training, and can use special alert stickers on their tags.

Sign-Out Procedure

Pick-up will only be allowed by an authorized adult. If you want to authorize someone to do that, please notify the caregivers when you check in. As a courtesy to our caregivers, please pick up your child as soon as the service has ended.

Child's Name	_____	Updated _____
Medical Needs	<input type="checkbox"/> No <input type="checkbox"/> Yes	_____
Allergies	<input type="checkbox"/> No <input type="checkbox"/> Yes	_____
Parent or Guardian's Name(s)	_____	_____
Address	_____	_____
Contact Number	() _____	_____
Emergency Contact	_____	_____
Relationship to Child	_____	_____
Contact Number	() _____	_____
Emergency Contact	_____	_____
Relationship to Child	_____	_____
Contact Number	() _____	_____

Larger copies of this form are available in the nursery or from the church office.

Contact Information

Nursery Coordinator:
 Louanne Olmsted ~ 989.224.4163
 or 989-640-3037 (cell)
olmstedf@yahoo.com

Emergency Notification

Parents are asked to provide their cell phone number in case a need arises in which the caregiver must contact you. Please respond promptly.

Illness Policy

In consideration of others, please do not bring sick children to the nursery. Your child should be symptom free for at least 24 hours before attending the nursery i.e fever, unexplained rash/infection, or contagious illnesses. Nursery staff will have the final determination.

Injury Policy

We try to keep our nursery as safe as possible. If your child is injured, we will treat him/her with necessary first aid procedures and contact you directly (if serious) or talk with you when you pick your child up.



First United Methodist Church

www.firstumc-stjohnsmi.com

989.224.6859