

# TREEHOUSE NURSERY

## Handbook

Ages 1-2.5 years old



Dear Parents,  
Welcome to Treehouse Nursery Ministry at Church of Southland!  
We are excited to journey with you and your child during this precious stage of growth! Our Nursery ministry seeks to provide a safe and nurturing environment for your child so that you can fully engage in worship service.

## Contents



In this handout, you will find the following guidelines:

1. Nursery Drop off
2. Snacks and Saying Goodbye
3. Pick up policy
4. Nursery Guidelines
5. Parent Partnership
6. Child Illness Policy

We hope this resource proves to be helpful. Feel free to contact our church office and our Nursery Coordinator if you have any additional questions.

Once again, welcome to Nursery Ministry @ Church of Southland!



**CHURCH OF SOUTHLAND**

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## I. Check-in Procedure

- All new parents must complete a family/child Registration form prior to putting a child in Nursery.
- Once complete, you can print a check-in label for your child at any available kiosk.
- Place the child label on the back of your child. Place the parent label on YOU!
- Head to our Nursery Room, meet our coordinator and volunteers and drop-off your child with the Coordinator. Please share any information that might be helpful in caring for your child such as sleeping times, allergies and special needs.

REMINDER, please keep your phone on vibrate mode and close to you during worship! In case we need to contact you regarding your child, you will receive a call or text to come to the Nursery.

## II. Snacks & Saying Goodbye

Only one snack is provided for the children once they are in the classroom: Cheerios. If your child has an allergy, please inform the Coordinator when you check in your child.

After you have completed the check-in process, [simply wave a quick good-bye] and leave for the worship service. It is normal for little ones to cry when separated from their parents. This does not last long, and separation will become easier over time with consistency. Our volunteers will care for your child with love, and soon they will adjust and thrive in Nursery. If your child cries for an excessive period of time, we will notify you to come check on your child.

### III. Pick-up Procedure

Your child's leader will expect the same person to drop-off and pick up each child unless special instructions are given at check-in. A child will not be released without a pick up sticker. Please make sure that all your child's personal items have been returned to you before you leave the premises.

### IV. Nursery Guidelines

#### Clean Nursery

- Our carpets, floors, toys and furniture are thoroughly cleaned on a regular basis.
- Our changing table is cleaned after each use.
- Diapers, baby wipes and other children's supplies are well stocked.

#### Safe Nursery

- Our Nursery Volunteers are background checked and screened and go through training to become caring and effective leaders for our ministry.
- Our Volunteers are caring and compassionate servants who are all members of Church of Southland
- Our toys are age appropriate.
- Our Nursery is Peanut Free! The only snack given to children is Cheerios.
- We change soiled diapers.
- We regularly check the floor and all of the Nursery area for any choking hazards such as: coins, marbles, safety pins, jewelry, buttons, crayons, etc.
- Our Nursery Coordinators and Volunteers are CPR certified.

## V. Parent Partnership

### Support Nursery By:

- Donating diapers or baby wipes.
- Donating clean, slightly used age appropriate toys or books.
- Your patience at Drop-Off and Pick-Up times is greatly appreciated! Waiting in lines a minute or two will help create a safe place for all family members.
- Encourage the Nursery volunteers! They serve tirelessly caring for our church babies each week.
- Volunteer!!

\*E-mail the Nursery Coordinator if you would like to donate, volunteer or have any questions.

### Information/Supplies of your Child:

- Any information such as any tendencies or toys that might soothe your child which might help with your child's transition in nursery will be appreciated.
- Provide labeled water bottle or sippy cup.

REMINDER, all our volunteers who serve in Nursery are church members, just like you! They are not paid workers. They are our sisters in Christ! Please treat each volunteer in the Nursery kindly, with respect and encourage and pray for them weekly!

## VI. Child Illness Policy / Diseases / General Illness

To provide a healthy environment parents should keep their child at home when observing any of the following:

- Fever within the previous 24 hours (We consider a fever to be a calculated temperature over 101 degrees. A child must be fever-free without medicine for 24 hours before coming to the Nursery.)
- Vomiting and/or diarrhea within the previous 24 hours.
- Discharge in or around the eyes.
- Green or yellow runny nose.
- Excessive coughing (dry hacking or wet coughs).
- Sore throat.
- Questionable rash or skin infection.
- Pink eye and other eye infections.
- Head lice.

We hope this resource proves to be helpful.

Please contact the church office and the leaders if you have questions regarding the Nursery ministry!

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