

Holy Cross Lutheran Church

Little Lambs Nursery

Our Purpose and Mission

To provide quality childcare for children while their parent(s) or guardians are attending worship services, education sessions or other meetings. We encourage weekend worship by providing a safe, well staffed nursery for toddlers. The Little Lambs Nursery provides a safe, secure and loving environment for children. We strive to support the child's parent(s) and/or guardians as they grow in faith and community.

Our Vision

Our hope is for every child to develop a relationship with Jesus Christ. The caregivers in the Little Lambs Nursery strive to help the children know God's boundless love and grace.

Schedule

Holy Cross has a paid Caregiver (Melissa Rendel) who is here every Sunday morning from the Sunday after Labor Day to the Sunday before Memorial Day (7:45 am – 12:15pm.) During the summer months the Caregiver will be here 7:45 – 10:45am each Sunday. Families, regularly using the nursery, are expected to assist as an occasional volunteer.

Safe Haven Covenant

As a part of the Safe Haven Covenant that Holy Cross Lutheran Church is committed to, the Caregiver has been drug screened and gone through a criminal background check prior to employment. Also, he or she is CPR/First Aid Certified for infants and children.

Activities

The children will have free play during their time in the nursery. There are a wide variety of age appropriate materials the children can choose from including but not limited to:

- blocks and Legos
- books and puzzles
- cars, trucks and trains
- baby dolls
- kitchen items (pretend food and dishes)
- interactive and/or musical toys.



Sanitation

Little Lambs is cleaned and sanitized on a regular basis.

Please note the following guidelines, procedures and responsibilities were established so all families can enjoy a safe and nurturing nursery environment.

Guidelines

Babies under the age of one year should remain with their parents in worship. Each baby's needs are best met by their parents or guardians. The Caregiver and volunteers have a limited number of hands and it can be difficult to settle a crying baby.

Parents of children under the age of one year may use the cry room adjacent to the sanctuary if they need to leave the worship service. These parents are also welcome to use the nursery facilities if they remain with their infants. A changing table is available in the nursery for your use.

Toddlers (from the child's first birthday to their fourth birthday) of members and/or visitors are welcome in the nursery.

Children who reach the age of three by September 1st and older should attend Faith Development classes or attend church with their families. We feel a strong commitment to establish good worship habits. Quiet Bags and Children's Bulletins especially designed for children ages three thru six are available in the narthex.

Use of Little Lambs Nursery During the Week

The Little Lambs Nursery is generally not available during the week. If used, an adult must be present at all times. All should respect the room and its material. Please return all materials to their proper place when finished in the nursery.

Procedures For Dropping Off Your Child

- Children must be accompanied by an adult.
- To limit congestion one parent or guardian should come into the Little Lambs Nursery when dropping off their child. Siblings should not come in the nursery.
- If it is your child's first time in the nursery please fill out a registration form.
- Sign your child in each Sunday and mark the appropriate boxes on the sign-in sheet located on top of the half door.
- Place a nametag on your child.
- Take the identification (claim) card with you. This card **MUST** be presented when the child is picked up.

- Please make contact with the Caregiver and show your identification card before leaving. Also, communicate any special needs or concerns.
- Diaper bags, coats, etc. should be labeled with child's name and stored in the cubbies at the entrance of the nursery. Please provide diapers and wipes. Please write the cubby number on the sign-in sheet.
- Any bottles or sippy cups should be clearly marked with child's name.
- Please drop off your child and exit as quickly as possible. Prolonged exits usually make it more difficult for the child to adjust.
- If your child does not settle in within a reasonable time period, you will be found in church to console your child. Please indicate to the Caregiver or volunteer what side of church or what area (choir, usher, classroom etc.) you can be found during your child's stay in the nursery.
- If your child seems uneasy or upset with your exit, please check back inconspicuously within 10-15 minutes to evaluate the situation.
- Please use discretion and caution when your child is sick. We will not accept a child with a fever, excessive coughing, vomiting or diarrhea.

Procedures for Picking Up Your Child

- To limit congestion one parent or guardian with the identification card should come into the Little Lambs Nursery when picking up their child. Siblings should not come in the nursery.
- Please make contact with the Caregiver and show your child's identification card.
- Put your child's identification card and nametag in to your child's file.
- We kindly ask you to have your child pick up the toys before leaving.
- Exit the room.

Parental Responsibilities

- A paid Caregiver (Melissa Rendel) is present during all worship services on Sundays.
An additional volunteer is necessary to help out for safety purposes.
- Parents whose children use the nursery are expected to staff the nursery as a volunteer. Approximately five Sundays per year per family would insure adequate staffing.
- Please select your volunteer time slots by registering on the poster located outside of the nursery door.
- Volunteers are expected to be in the nursery at least 5-10 minutes prior to the beginning of the service. Please wear a nametag when helping. Also, introduce yourself to the parents.
- Please do not consume beverages or food in the Little Lambs Nursery during your scheduled volunteer time.

- Be sure the parent or designated person receives the child's identification card. They will take this card with them and **MUST** present it when picking up their child.
- Make sure all children are registered and have nametags. Guide visitors and unregistered users on how to fill out nametags, sign in children and taking identification cards.
- **IF YOU ARE UNABLE TO VOLUNTEER WHEN SCHEDULED**, please switch with another volunteer and notify Melissa at 262-251-2740 ext 231. An effort should be made to find your own replacement.

Caregiver Responsibilities

- The Caregiver or volunteer will accompany any child that needs to go to the bathroom to assist them and see that hands are properly washed.
- The paid Caregiver will change all messy diapers. Gloves will be worn. The diaper changing procedure posted will be followed. The Caregiver will disinfect the area after each diaper change.
- In the event of an injury the parents will be notified. In the case of minor injury, treatment will be washing with soap and water and application of a Band-Aid. In the event of a serious injury parents or guardians will be notified immediately.

In Case of A Fire

- If a fire takes place on a Sunday morning or during other church events, people who have children in Little Lambs will be instructed to go to the Little Lambs area to assist the Caregiver. This will happen before any other people are instructed to exit the building. The Caregiver will instruct the parents how to exit the building.

If you have any questions or to designate your volunteer time slots, please contact Melissa Rendel at 262-251-2740 ext 231. Thank you for following our guidelines and procedures. We look forward to caring for your child in the Little Lambs Nursery.

