NURSERY POLICY

Mission Statement
The nursery at Judson Baptist Church aims to provide a safe nurturing environment that demonstrates the love of God to the children of our community during church services and activities.

Jesus said, “Let the children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these.” Matthew 19:14

Nursery use:
All use of nursery facilities will be first scheduled with the church secretary and put on the church calendar (to reserve the nursery and to prevent scheduling conflicts). The group requesting nursery care will then speak with the nursery coordinator to define the scope of services required including number of rooms needed, number of workers and price. (Due to liability issues and coverage of church insurance, only JBC nursery workers with clear background checks will be allowed to work the nursery for outside groups. JBC volunteers may work alongside certified JBC workers. JBC will not turn over their nursery facility to an outside group staffed by non-JBC workers.) Each event will be approved by the nursery committee on individual bases prior to giving the requesting group a confirmation.

Outside groups wishing to use the JBC nursery facilities should give a minimum of a two week notice when submitting a request.

General Policies:

In accordance with the Sexual Misconduct Prevention Policy and Procedures for Judson Baptist Church all paid workers and any person in a supervisory role will have a criminal background check. Children will never be left unsupervised, there will be at least two adults assigned to each nursery room.

Nursery Care is provided for parents attending church functions. The parent leaving the child in the nursery must remain on church property the entire time the child is in the nursery’s care.

If a child sustains any type of injury or becomes ill the parents will be informed immediately.

In effort to provide quality care and to foster a safe caring environment, the nursery will maintain a 3:1 ratio for infants and 7:1 ratio for toddlers. If this ratio is exceeded nursery workers will page the nursery coordinator who will pull additional volunteers or cover the position personally.

For the safety and well being of the children and fellow workers, volunteers must be healthy, with no prior symptoms of illness within the past 24 hours. All persons involved with childcare must wash their hands upon entering the nursery, prior to touching a child. Hands must be washed after diaper changes, wiping a child’s nose, and after assisting a child with toileting. Workers will assist children in hand washing prior to snack and after toileting.

Nursery workers will not administer any type of medication. Parents will be responsible for returning to the nursery to administer medication at the proper time. Children with contagious illnesses will not be allowed to stay in the nursery.
For the safety of our bed babies (babies up to 1 year old) children and teens under the age of 16 will not be allowed to work/volunteer in the infant nursery rooms (BB1 & BB2), and will only be allowed in toddler rooms with parent supervision.

For the safety of our children the nursery issues numbered bracelets and pagers that must be returned when picking up a child from the nursery. Children will not be released to anyone without the corresponding bracelet or pager. Infants will not be released to juveniles.

Use of TV will be limited to extended sessions when children cannot otherwise be engaged. TV use will be restricted to an absolute minimum.

**Discipline**
The Judson Baptist Church Nursery shall be a safe, non threatening environment that encourages children to explore and learn about God. To enforce the boundaries and rules in the nursery, adults will use the following techniques with the children:

Be positive in word and attitude when you must maintain limits. Be kind, matter of fact and composed at all times. Offer choices when possible.

- State limits clearly. (“Blocks are for building, balls are for throwing”)
- State expectations a positive tone. (“The blocks are for building”)
- Redirect the child to an appropriate activity. (“Let’s go see what Robbie is cooking in the kitchen.”)
- Support problem solving and negotiation between children. (“Use your words to tell John that you would like a turn with that truck?”)
- Model effective ways to express feelings and emotions. (“I do not like it when you grab the book from my hands. Use your words to tell me that you want something I have?” Then give the child an appropriate script: “Leah, say, Can I have the book please?”)

The following methods of discipline are prohibited by anyone in the church nursery.
- No child shall be subject to physical punishment, corporal punishment, verbal abuse or threats by staff, volunteers, or parents while in the church nursery.
- No child or group of children shall be allowed to discipline another child.
- Unsupervised isolation of a child is never allowed.
- The withholding of food, water, a nap or rest, or bathroom facilities is to never be used as punishment for a child.
- A child is never to be physically restricted in any way unless his or her actions would bring harm to self or others.
- An adult shall never address a child harshly, with intimidation or ridicule.
- Adults are never to discuss a child’s behavior with another adult in the presence of other children or other parents.

**Policies regarding biting**
Unfortunately children biting children is an almost unavoidable occurrence in infant and toddler group care. Children this age explore their surroundings often putting things into their mouth and may be prompted to bite for many reasons such as teething, lack of control, excitement, overstimulation, or frustration.

The adult will remove the biter from the situation and tell them that “biting hurts, we do not bite our friends.” The bitten child will be comforted. The bite will be washed with soap and water and an ice
pack applied. The adult will shadow the biting child to minimize further biting. The adult will report the incident to the nursery coordinator. Parents will be informed of the incident; however, the identity of the biter will be kept confidential.

**Child Illness:**
For the health and safety of all the children in the nursery, children that have had the following symptoms within the last 24 hours will not be allowed to stay in the nursery:

a. Fever greater than 100.4º F  
b. Diarrhea  
c. Vomiting  
d. Yeast Infection, monilia, thrush  
e. Impetigo (infected wounds), boils, untreated ringworms  
f. Runny nose with green or yellow mucus discharge  
g. Communicable eye infections, conjunctivitis (pink-eye)  
h. Contagious skin rash  
i. Cough, croup (except in the case of allergy)  
j. Any symptom of usual childhood disease such as mumps, measles, chicken pox  
k. Use of antibiotics for 24 hours or less.

If a child develops or exhibits any of these symptoms while in the nursery their parents will be contacted immediately.

**Parent Responsibilities**  
• Before leaving a child in the nursery’s care parents should inform nursery workers of any allergies, specific feeding instructions, sleep positions, and comfort items. Allergies should be noted on the child’s nursery/diaper bag luggage tag provided by Judson Baptist Church nursery.  
• Parents are expected to bring a diaper bag with necessities that may be needed such as diapers, wipes, change of clothes, food, cup or bottle, and comfort items such as pacifier.  
• Please do not allow your child to bring candy, gum, toys or books from home.  
• Please pick up your child promptly after the service ends. Nursery is not provided during business meeting or social fellowships.  
• Parents must present the bracelet or pager to the nursery worker when picking up their child. Children will not be released to anyone who does not have the bracelet or pager that was issued when the child was left in the nursery’s care. This is a security measure to protect our children. Infants will not be released to juvenile siblings.

**Time sheets** for paid workers will be completed once a month by the nursery coordinator and approved and signed by a member of the nursery committee. The nursery coordinator will make three copies of the approved time sheets. One copy will be given to John Bush, one copy will be turned into the church office and a copy will be kept by the nursery committee.

**Dress**  
Nursery volunteers and workers will dress in a manner suitable for floor and outdoor play. Clothing should be clean, modest, and free of designs, slogans, and pictures that are in poor taste including alcohol, cigarettes, obscenities, and sexual references.
The nursery policies as stated above were approved by the nursery committee and the nursery coordinator September 2007.

**Nursery Committee**
Teresa Jones 667-8965

**Nursery Coordinator**
Trena Galloway 667-1970