



STONEBRIDGE UNITED METHODIST CHURCH CHILDREN'S MINISTRIES POLICIES AND PROCEDURES

- ❖ Sunday school children must wear their Stonebridge UMC nametag to class. Please stop by the BRIDGE KIDS Information Desk located by the Children's Entrance to request a permanent nametag for your child.
- ❖ Parents and Guardians must wear their Stonebridge UMC nametag in order to pick up their Sunday school child from class. Please stop by the BRIDGE KIDS Information Desk to request a permanent nametag.
- ❖ Parents of nursery aged children are issued a pager at the Nursery Reception Desk. Pagers are used as a security measure and to alert parents of an emergency, illness or accident. The Nursery will page parents if their child is inconsolable for more than 10 minutes. At pick-up, children are only released to their parent(s) once the pager has been presented to the Nursery staff in their child's room.
- ❖ Pagers are available, as needed, for younger preschoolers. Parents need to visit the Nursery Reception Desk to be issued a pager.
- ❖ Children will only be released to an adult. Older siblings will not be permitted to check out younger siblings from their classroom or Nursery room.
- ❖ All first time visitors will need to stop at the BRIDGE KIDS Information Desk located by the Children's Entrance to pick up a temporary nametag for their Sunday school child(ren) which will allow them to pick up their child(ren) from class. Temporary nametags are also available at each classroom check-in table.
- ❖ No outside food or drinks are allowed in Children's Sunday school or the Nursery. Children must finish donuts before entering classroom or Nursery room. We only provide the following approved snacks: Graham Crackers, Goldfish Crackers and cups of water.
- ❖ It is the responsibility of the parent/guardian to inform their child's Guide or Nursery caregiver and the Children's Ministries staff of any allergies or special needs for their child(ren). Allergy/Special Needs stickers are available at the BRIDGE KIDS Information Desk, Nursery Reception Desk and classroom check-in tables.
- ❖ Children are welcome in their classroom or Nursery room once an approved BRIDGE KIDS volunteer or Nursery caregiver is present. Children's Sunday school check-in begins 10 minutes before the 9:30 and 10:45 hours. Nursery children may be dropped off in the Nursery starting at 8:00 a.m. on Sunday mornings. **Do not leave your child unsupervised in any classroom or Nursery room at any time.**
- ❖ At Nursery drop-off, parents are asked to hand their child OVER the half door to the Nursery caregiver. Parents are requested not to enter the Nursery room for the safety of the children.
- ❖ Please pick up your child immediately following the worship service. This will allow our wonderful volunteers to pick up their own children and proceed to Worship with their families. Children consistently left waiting in the classroom or Nursery room after Worship has ended will be taken to the Pre-K Nursery room (MC 153) for pick-up.
- ❖ Please do not send any personal items with your child to class or to the Nursery. Diaper bags should only contain baby supplies for your child. Please label diaper bag, bottle, sippy cup, etc. with your child's first and last name. **The Nursery is not responsible for any personal items left in the diaper bag.**
- ❖ In an effort to control the spread of illness, children exhibiting any signs of illness will not be admitted into the Nursery or Sunday school classrooms. Please do not bring your child if she/he has: discolored mucus, fever in the last 24 hours, vomited in the last 24 hours, diarrhea, contagious skin rash, discharge from the eye or pink eye. Any child exhibiting any of these symptoms will be removed and the parents contacted for pick-up.
- ❖ It is our policy that any volunteer working with minors at Stonebridge United Methodist Church must complete an Application for Working with Minors annually and must wear a BRIDGE KIDS nametag at all times. Do not release your child to any adult unless you are confident this policy is being followed. Please report any violations of this policy to a member of the Children's Ministries Staff.
- ❖ For their safety, please do not allow your child(ren) to play unsupervised on the church playground, in the RAC gym or to roam unsupervised in the church at any time during the week, including Sundays.