

## **Nursery Information for Parents**

1. A parent must always sign in children in the appropriate room.
2. Please complete an information sheet for each child in the nursery. This will give anyone working in the nursery necessary information regarding any special needs your child may have (allergies, feeding requirements, et)
3. Do not leave a child in any room that does not have an adult volunteer in it to welcome your child.
4. Please label all of your child's belongings with their name.
5. Should your child need you for any reason we will either reach you by cell phone or someone will come to let you know.
6. If your child has had a fever, vomiting, diarrhea, strep throat, fifths disease, chicken pox, pink eye or any other contagious illness or symptoms in the last 24 hours please keep them at home.
7. If your child has a cold, runny nose, sneezing, congestion or coughing please keep them at home.
8. Only parents may pick their child up from the nursery. If you need another adult to help out please make a notation on the sign in sheet when you drop your child off.
9. Please pick your children up promptly after the service is over.
10. Please let us know if you have any questions or concerns!