

DROP-OFF AND PICK-UP

There is a sign-in sheet at the front of the nursery. Please complete it fully. In addition to your child's name and your contact information, please list any food allergies or other special attention your child may require. Also, please be sure to pick up a pager or leave a mobile phone number so the staff can reach you, if needed.



It is common for children to have separation anxiety. Short good-byes are best. Though your child may cry when you leave (s)he will calm down in just a few minutes. If your child continues to be upset with no sign of calming down after 15 minutes (or sooner by parent's request), a nursery staff member will contact you.

Some of our nursery doors have windows. Please feel free to peek in on your child!

FEEDING

Our nursery is a "peanut free" zone. Food allergies are one of our top concerns. Please note any allergies on the sign-in sheet and notify the staff verbally. Generally, our staff does not provide snacks; however, finger foods (i.e. Cheerios) are sometimes offered as a soothing technique for older toddlers.

DIAPER BAG

Diaper bags and all of their contents need to

be clearly labeled with the name of the child. If you have any special items that your child may need, please point them out to the nursery staff.

Your diaper bag should contain the following items:

- All items required for a change (diaper, creams, ointments, wipes, etc.)
- Extra diapers
- Bottle or cup, as needed
- Pacifier (clip-on type is preferred) or another comforting item for your child
- Change of clothes

Please do not bring extra toys, books, candy, gum or other personal items. Our nursery is equipped with age-appropriate toys and adding in toys from home can cause confusion and arguments among small children.

QUESTIONS & CONCERNS...

Please feel free to contact either person listed below with any questions or concerns you may have regarding the Good Shepherd Lutheran Church Nursery program. We welcome your input and are happy to have the chance to answer any questions you may have or address any concerns.

Chris Jarman, Nursery Coordinator

cjarman@goodshepherd.com,
513.535.1410

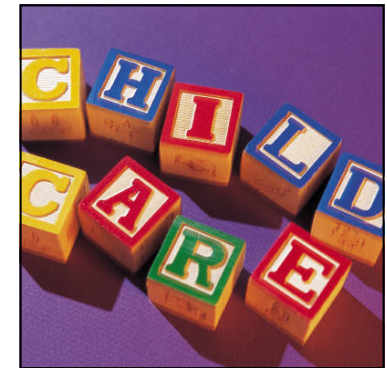


Pastor Pat Badkey, Director of Congregational Life

pbadkey@goodshepherd.com, 513.891.1700, x111



NURSERY GUIDELINES FOR PARENTS



GOOD SHEPHERD LUTHERAN CHURCH

7701 Kenwood Rd.
Cincinnati, OH 45236

513.891.1700

www.goodshepherd.com



WELCOME TO OUR NURSERY!

We welcome you and your child(ren) to our church. Good Shepherd's goal is to provide a safe, comfortable and nurturing environment for your child. We want you to feel secure about your child's well-being while you attend services and activities at GSLC. We accomplish this goal in two ways.

- We provide you, the parent, with the information you need to know about our nursery program: how it is run, the guidelines that we have crafted to ensure a safe environment, and contact information you may use to have your questions answered.
- We provide your child(ren) with an environment that is safe. Each child is encouraged to explore the room – it is properly child-proofed. The room is also properly staffed to ensure that there is always enough individual attention paid to your son and/or daughter.



The following guidelines will answer most of your questions as well as introduce you to the policies that we have put in place to safeguard the children. Your understanding and cooperation are deeply appreciated.

Pastor Pat Badkey,

Director of Congregational Life

Here is a summary of the policies that we have adopted to provide a safe environment for your child. More detailed explanations appear in the sections to follow.

QUICK LIST FOR NURSERY CARE

1. Parents are required to use our attendance form to drop off and pick-up children.
2. Diaper bags need to be clearly labeled.
3. Parents are required to pick up a pager or leave a mobile phone number.
4. Parents must remain on the Good Shepherd campus the entire time their children are in the care of the nursery staff.
5. Children will only be released to a properly identified and pre-authorized adult.
6. Nursery staff will not accept children that are ill or have been ill within the last 24 hours.
7. Nursery staff will not administer medication.
8. Nursery staff will maintain safe child-to-care provider ratios at all times in accordance with the state of Ohio.

NURSERY STAFFING

AGE OF CARE—SUNDAY MORNINGS

Infants through age five are accepted for care in the nursery on Sunday mornings. Sunday School is available for children, ages 3 to 12, at 9:30 on Sunday mornings. There are a minimum of two paid nursery workers present on Sunday mornings.

AGE OF CARE—DURING THE WEEK

Infants through age 12 are accepted for care in the

nursery throughout the week. This accommodates the many ages of children whose parents may be participating in various activities at the church, such as Bible studies, choir, or praise bands. Reservations are required by 5:00PM on the Friday before the event. A minimum of 3 children are required for one paid nursery worker to be present and for Good Shepherd to offer nursery care at a weekday activity.



NURSERY AVAILABILITY

The nursery will begin accepting children 10 minutes prior to the scheduled start of an event. Please pick up your children as soon as the event concludes.

CHILD ILLNESS

You will be contacted if your child becomes ill or injured while in the nursery. For the health and safety of all children, nursery staff, and the peace of mind of parents, children that have been sick within the last 24 hours will not be accepted.

MEDICATION

Our nursery staff cannot be responsible for dispensing medication. If your child requires medication, please come to the nursery at the appropriate time to administer it.