

### Volunteer Policy

We strongly encourage anyone with a child in our nurseries to volunteer somewhere within our Children's Ministry. See Pastor Jamie Miller, Michelle Walker or Susan Toczykowski for more information.

### Screening Policy

All caregivers are required to fill out a screening form, which allows us to check references and perform background checks.

All approved workers are then given a K.I.C.K. name tag to wear during each time of service. No one other than approved care givers and parents\* of the children in attendance are allowed in the nurseries during care giving times.

\*Please note: Men are not permitted in the Newborn nursery at any time so that we may ensure the privacy of the moms in the Nursing Mothers' Room.



## **Children's Ministry Staff** **Team Members**

*Pastor Jamie Miller*

*Children's Pastor*

*Michelle Walker*

*Children's Ministry Assistant*

*Susan Toczykowski*

*Nursery Director*



Children's Ministry

*Our GOAL:  
To win kids to Christ  
&  
grow them spiritually!*

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Church Address: 7210 Race Track Road  
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Telephone: 301-262-1767  
Website: [www.gbcbowie.org](http://www.gbcbowie.org)



**Welcome to our nurseries!** And thank you for allowing us to care for your little ones. This brochure has been written to inform you of what you can expect from us and what we need from you.

**Mission Statement**

We desire to make our nurseries a safe, clean place where you feel comfortable leaving your child. In our nurseries, your child will hear, see, & feel the love of Christ.

**Nursery Hours**

Sunday Morning 8:45 a.m.  
 Sunday Night 6:15 p.m.  
 Wednesday Night 6:45 p.m.

The nursery will open 15 minutes prior to any other scheduled special services or events.

**Nursery Locations**

Newborn KICKers Rm. 108  
 (newborns to new crawlers)  
 Crawling KICKers Rm. 109  
 (crawlers to new walkers)  
 Toddling KICKers Rm. 107  
 (good walkers to 24 months.)

**Cleaning Policy**

All nurseries are cleaned and disinfected prior to all scheduled services. In addition, all toys are thoroughly washed or wiped clean and all crib sheets and blankets are changed after each child's use.

***Nursery Procedures:*** These are the various things we do and some things we need you to do in order to make your child's stay a pleasant one.

**Drop Off/Sign In**

After giving your child to the nursery caregiver, please fill all the requested information into the sign-in notebook at the appropriate nursery door. You will be given a numbered pager that will light up and vibrate should we need you to return to the nursery. The number of that pager will match the number of the hook or cubby where your child's belongings will be placed. Please, have **ALL** their belongings labeled, especially bottles, cups, pacifiers, etc.!

**Pick up/Sign Out**

No one will be allowed to pick up a child without the correct numbered pager. Once you've returned the pager and been given your child and their belongings, please initial the sign-in notebook in the column to the far right of your name. We do appreciate your prompt pick up immediately following the service!

***Special Notes:***

- Please be aware that we discourage visitation of your child's family or your close friends during your child's time in the nursery. It can be very upsetting to your child for someone they are familiar with to "peak in" on him or her and then leave again. We do have one-way windows for the Crawler and Toddler nurseries so that you can see your child without them seeing you. Feel free to make use of the windows as often as you like.
- *Men are not permitted in the Nursing Mothers' Room and the Newborn nursery at any time.*
- *Parents are strongly encouraged to prayerfully consider signing up on the nursery rotation schedule. See Susan Toczylowski, our Nursery Director for more information.*

***Nursery Policies:*** Things required to ensure the health and happiness of each child, parent, and caregiver.

**Cry Policy**

Unless otherwise instructed by a parent, if a child cries continually for more than 10 minutes, you will be paged.

**Sickness Policy**

Please keep your child home with any of the following symptoms or illnesses:

- Conjunctivitis (pink eye)
- Coughing
- Chicken pox
- Diarrhea
- Fever within last 24 hrs.  
(unless due to teething)
- Impetigo
- Measles
- Mumps
- Questionable rashes
- Runny nose

If your child is being treated with antibiotics, he/she should be on the medication for at least 24 hours before returning to the nursery.

If your child has some of the above symptoms due to non-contagious allergies, just let us know.

