

A Guide to Parents for
St. Luke Catholic Church
Nursery

On behalf of St. Luke's Church, we welcome you! We want you to feel comfortable with our nursery so that you will be able to relax and participate in Sunday Mass.

We hope to inform our parents about how the nursery is organized, provide some general guidelines, and discuss nursery limitations. Please note: these are subject to change at any time.

General Information

The nursery is located in the Parish Hall on the North side of the building. It is offered for children from ages **4 months to 5 years** during the 11 a.m. Sunday Mass. The nursery is staffed by volunteers beginning at age 13. As parents who use the Nursery, we encourage you to volunteer by contacting the Nursery Coordinator.

Upon arrival at the nursery:

- please check in with a volunteer upon delivery of your child
- please present a state issued ID to the volunteer upon delivery of your child
- please sign your child in on the Nursery Roster
- please fill out a name tag for your child and affix it to him/her on their back
- please obtain an ID number for your child before leaving the nursery. This will be your "claim" to your child at the end of mass. The ID number needs to be written on the child's name tag.
- Notify the volunteer if your child has any special needs

Guidelines

Please use disposable diapers at church. Please label all personal belongings you bring for your child. Please notify the volunteer if your child is potty training(ed). Please pack a change of clothes for accidents. Get to know your nursery volunteers, they are part of your church family and some of them also have children!

When picking up your child:

- **ONLY THE PARENT IS PERMITTED TO TAKE THE CHILD FROM THE NURSERY**
(Please do not send a sibling to pick up the child)
- Please be patient, it is imperative to the safety of the children that these guidelines are in place
- Please do not enter the nursery. We ask that all parents form one line at the nursery door.
- Please present the ID number you were given at check-in along with your state issued ID. (this is for you and your child's protection and the protection of the nursery)
- Please sign your child out on the Nursery Roster
- The volunteer will bring your child and his/her belongings to you at the front door

Security

When you sign-in your child at the nursery, you will be given a name tag and an ID number. The tag is to be filled out and put on the child. The ID number is to be written on the name tag. The ID number goes with you when you leave to present to the Nursery volunteer when picking up your child. If you are needed while your child is in the nursery, a church usher will walk through the church with this ID Number to find you. Please keep an eye out for the ushers, just in case. We also can page you if your cell phone is set to silent mode.

Food and Snacks

Due to the short amount of time that the children will be in the nursery, please DO NOT bring any food, snacks, or drinks with your child. Exception: Your infant is on breast milk/formula and will be with us over their next feeding.

- Please bring a ready-made bottle, labeled with the child's name and time of expected feeding.
- Please notify a volunteer.

Health

For the protection of all children, parents are requested not to bring a child who appears ill. Upon the recommendation of the American Academy of Pediatrics, a child should not be taken from the home when any of the following exists:

- fever, currently or within 24 hours
- vomiting or diarrhea, currently or within 24 hours
- any symptoms of a childhood disease, such as chicken pox; measles; mumps, fifth disease; or whooping cough
- sore throat, croup
- any unexplained rash or skin infection such as ringworm, impetigo, or pink eye

If your child has a diaper rash, please be sure there is treatment cream in your child's diaper bag.

Helpful Hints

1. Do not be discouraged – crying is normal!!!! Most of the time the crying does not last long after you leave. Reassure your child that you will be back shortly.
2. Prepare your toddlers before you come to church. Remind your child they are going to have fun playing with other children.
3. The nursery staff cares about you and your children. Never be afraid to ask questions and make suggestions. After all, you are the parent.
4. If a situation arises that needs addressed, please contact the Adult Volunteer or the Nursery Coordinator.
5. Anything left behind in the Nursery will be taken to the Parish Office.

Phone Numbers

Parish Office – 254-773-1561

Jackie Basile, Nursery Coordinator – 254-770-5147 (daytime) 254-493-2143 (anytime)