



## Nursery Policies

Here at Gateway, a pager system is used to contact parents during the services and to identify who may pick up each child. Before dropping off your child in their correct classroom, a parent must sign in each child. When a parent signs in, he/she will be given a pager with a number on the back that is unique to that family. (Multiple children from the same family will have the same number.) If there are special instructions (such as allergies) for a child, please notify the nursery staff at this time. The classroom teacher will be notified. When a parent picks up a child, the parent must show or give the pager to each teacher. If the numbers match, the child will be released. If the pager is lost or the numbers do not match the Director will be notified to deal with the situation as needed.

Please do not bring toys from home, expect for security items such as a blanket or pacifier.

DO NOT admit a child to the nursery who has had a fever within the last 24 hours of 100 degrees or higher, or has a severe cold, rash, cough, or any contagious illness. All medicine must be given by a parent.

Only nursery age children are allowed in the classrooms.

Please bring sufficiently supplied diaper bags. A change of clothing is also strongly recommended. A child who is not potty-trained needs to be sent to the classroom wearing a pull-up. The teachers will continue to take this child to the restroom when needed to assist in the training process.

Please feed your child/children before church. Snacks are only provided during the Sunday services.

Gum is not allowed in the classrooms.

Parents are welcome to check in on the classes, but please remember to try not to upset the children in the classroom. For security reasons, we can only allow you to stand in the hallway and listen at the door and can not let anyone in the classrooms without a background check.

Crying is not unusual in the nursery. It is our desire to first try to minister and console a crying child and let him/her get familiar with the surroundings before notifying a parent. However, if your child cries for longer than 10 to 15 minutes, you will be notified. If your child is crying severely, you will be notified sooner.

Nursery discipline is used only when a child/children misbehaves significantly. After the first incident, we will explain to the child/children that the behavior is unacceptable. Next, we will place the child/children in time out and inform the parent after the service. If a child continually misbehaves and disrupts the class, we will notify the parent.

If a child habitually bites, scratches, or throws severe tantrums; we MUST bring this to the attention of the parent so the child/children can be removed from the class.

The security of each child is very important to Gateway Church. For this reason, the glass door leading into the Education Building is locked at the beginning of each service.