

INSTRUCTIONS FOR NURSERY VOLUNTEERS

Logistics

Thank you so much for agreeing to help out in the Nursery. Caring for our youngest members is one of the most important ministries we do here at St. Dunstan's! Our nursery is available from 9:15am – 11am. We have a paid Nursery care attendant who is there for the entire time, but we need *two adults in the nursery at all times* so we need your help. Because it is a long time, we have divided the time into two segments and you can sign up for either with your team leader.

Volunteering during church

Please arrive by 9:20am so that parents can leave their children and prepare for worship. Please wait until your replacement comes to relieve you before leaving the nursery.

Volunteering during Sunday School

Please go to communion first (along with teachers) so you can relieve the other volunteer in time for them to make communion. Once Sunday School is over you are free to leave. Our paid Nursery Care attendant is to clean up the room and make sure the door is locked.

Bathroom breaks

These are the guidelines to be followed:

- Unless *absolutely necessary*, no adult should be in a stall with any child. If you have to take a child to the restroom, wait outside for them.
- Nursery workers should go get parents to change diapers if the situation is dire.

Absences

If you find you will not be able to come on a Sunday morning that you are scheduled to be here, call your team leader so that they can make arrangements to cover the time.

Healthy Church Practices

We require all teachers, *nursery workers*, coordinators and paid staff who regularly work with children and youth to take the online Safeguarding God's Children safe church training session. This training focuses directly on children and youth and the prevention, detection, and reporting of sexual misconduct and abuse. (Safe Church training required every five years)

We require all teachers, *nursery workers*, coordinators and paid staff who regularly work with children and youth to review the Policies for the Protection of Children and Youth, the Guidelines for Affectionate Behavior, and sign a Code of Conduct. (Code of Conduct to be signed yearly)

Confidential Notice of Concern

If during your time in the nursery you witness inappropriate behavior with a child or youth, policy violations, possible risk of abuse, or other concerns related to healthy church practices, please report this to your team leader or to the priest.