



First Presbyterian Church Waynesville Childcare Policies and Procedures

Welcome to FPCW CHILDCARE!

We look forward to caring for your child while you participate in worship.

Please review our church childcare policies and procedures to ensure every child is safe. If you have questions or concerns, feel free to talk to our caregivers or members of our Christian Education Team.

Policies and Procedures

1. Please remember the childcare room is only for children 6 weeks through 8 years.
2. Childcare begins at 10:30 am and ends at 12 Noon. Please plan on picking up your children immediately following the worship service.
3. When using childcare for the first time, we ask parents to fill out a registration and liability release form (following here) for **each** child.
4. When using childcare, you will be asked to check your child in and leave a name and cell phone number. If for any reason you need to be contacted, we will do this by text. If you'd rather receive a phone call, please turn your phone on vibrate.
5. Parents must stay on church grounds once their child is dropped off. In case of emergency, we must be able to contact you via cell phone.
6. We will provide snacks for children but encourage parents to bring snacks for children with special food needs and/or allergies.
7. We are happy to give bottles *you provide* to infants as instructed in our care.
8. Diapers *you provide* will be changed with your permission.
9. Please label all your child's belongings.
10. We will not administer any medications to the children.
11. Please do not bring children who have had any of the following symptoms in the past 24 hours: fever, diarrhea, vomiting, eye infection, contagious skin rash, bad cough/cold symptoms.
12. We have a first aid kit and will treat minor bumps and scrapes. If something more serious should occur, we will contact you immediately.



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Child Information Form

Child's name: _____

Age: _____ Date of birth: _____

Parent's names: _____

Address: _____

Home Phone: _____ Cell Phone(s): _____

Emergency contact information:

Name: _____ Relationship: _____

Home Phone: _____ Cell Phone: _____

Persons authorized to pick up your child:

Name: _____ Relationship: _____

Phone: _____

Name: _____ Relationship: _____

Phone: _____

Allergies: _____

Is there any special information about your child we should be aware of:



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Release of Liability

I _____ give my consent for my child

_____ to participate in the Nursery of First Presbyterian Church, Waynesville NC. I agree to abide by the policies and procedures.

I HEREBY AGREE TO RELEASE FROM ANY LEGAL LIABILITY AND AGREE NOT TO SUE OR MAKE A CLAIM AGAINST AND HOLD HARMLESS First Presbyterian Church, its employees, members, parents or church officers for any and all claims for damage, injuries, death to the above minor child or property.

I represent that I am the parent and/or legal guardian of the above-named child. I accept responsibility for all the child's medical expenses incurred in connection with the Nursery of First Presbyterian Church.

I HAVE READ AND AGREE TO ALL OF THE ABOVE POLICIES AS OUTLINED IN THE POLICIES AND PROCEDURES DOCUMENT AND RELEASE OF LIABILITY. I UNDERSTAND THAT FAILURE TO FOLLOW ANY OF THE POLICIES MAY LEAD TO DENIAL OF CHILD'S PARTICIPATION IN THE NURSERY. I VERIFY THAT I AM THE PARENT OR LEGAL GUARDIAN OF THE MINOR CHILD AND I AM OF AUTHORITY TO ENTER INTO THIS AGREEMENT ON BEHALF OF THE SAID CHILD AND MYSELF, AND I AGREE TO BE BOUND BY ITS TERMS.

SIGNATURE OF PARENT/LEGAL GUARDIAN

DATE