

## **CPC Nursery Use Guidelines**

CPC Nursery has scaled back to provide childcare to only certain “Word-centered” ministries. Therefore, the CPC Nursery Coordinator has been asked to only arrange for the following:

Sunday AM SS & Worship, Kids Café, Friday ELL, Wednesday AM Bible Study and Wednesday PM Women’s Bible Study & M&M. Only these set events have been budgeted in the Nursery Budget.

During these and any other times of nursery use, *nursery children’s parents must be on premises or nursery age child is under care of CPC member who is on premises.*

### **If your team meeting needs childcare, consider....**

#### **Fourth Fridays.**

If you would like to have childcare for a lunch meeting, make it for 4<sup>th</sup> Friday after ELL. RSVP to Nursery Coordinator TWO WEEKS IN ADVANCE so she will have the workers in place. *CPC Nursery (not your team) will pay for this type of childcare.*

#### **Sharing a sitter**

Your team may budget childcare for meetings or your members may choose just to “split” a sitter by bringing cash. Please contact Nursery Coordinator for approved nursery workers; nursery area access is available *except for times listed above.* Parents must be on premises.

### **What if our CPC Event requires childcare?**

Easy! Contact the Nursery Coordinator for the CPC Approved Nursery Worker list. Someone from your team will deal directly with the nursery workers as far as times, place, pay, and the nursery guidelines (provided by Nursery Coordinator).

Your team will be responsible for turning in their time sheets to Katrina and making sure your workers are paid. This would apply to VBS childcare, Bible Conference, Missions Conference, etc. Your team’s budgets should cover those expenses.

#### **How much do I pay the workers?**

We usually pay our workers \$10/hour (\$12/hour on weekends) with a \$20 minimum. You will turn in an Event Childcare Timesheet to Katrina and she will let you know when the checks are ready for you to give your workers.

### **May I use the CPC Nursery for personal use?**

Use of the nursery area is only for church-related ministry use.