

PHUMC Children's Sunday Programs/Childcare Info Packet

This information should help address common questions about Sunday morning activities here at PHUMC as well as general childcare questions. Please see headers for detailed information on specific age group categories.

NOTE: Childcare is also provided during our Friday @ 6:00 Sanctuary Service. This care takes place in room S259 (Woodlawn level of Norma Story building and it faces out to Woodlawn.)

Nursery

Toddler rooms are located on the Woodlawn level of the Norma Story Building and Infant rooms are located in the Disciple Center on Woodlawn level (windows face out to the top parking deck).

Pagers – PHUMC Children's Ministries offers Parent Pagers to any parent who wishes to check one out. They are located at the Children's Reception Desk inside Entrance #4. There will be a Nursery Greeter there beginning at 8:45AM to assist you in this process if needed. Please let Kristie Finney know if you would like to serve as a Nursery Greeter – it is a great way to get to meet other parents! (kfinney@phumc.com or 978-0535)

Rooms for Nursery Care - both worship hours (9 and 11AM) as well as the Sunday School hour

Our nursery rooms here at PHUMC are mainly grouped by developmental skill level. Age suggestions are that – just suggestions. Please use developmental milestones as more of a determination on which room to bring your child to. (Blue Ceiling signs as well as wall signs are provided for identification.)

- **Infant 1 (D271):** Newborn children to approximately 6 months of age or older. The children in this class generally are not yet mobile. When your child is able to crawl well we ask that you promote them to the next room. Those in this class who are able to sit unassisted will attend *ECA during the Sunday School hour (10:10 – 10:50AM).
- **Infant 2 (D269):** Babies older than 6 months who are crawling. When your child is able to walk we ask that you promote them to the next room. All children in this class will attend *ECA during the Sunday School hour (10:10 – 10:50AM).
- **Toddler 1 (S252):** This class is generally made up of children around 1 year to 18 months of age. The children in this class can walk well and follow simple directions. All children in this class will attend *ECA during the Sunday School hour (10:10 – 10:50AM). Toddler & Twos Bible Story Cards are also utilized by our staff as an additional teaching tool and learning opportunity.
- **Toddler 2 (S250):** This class is generally made up of the children who are 18+ months of age. They had not turned 2 years of age on or before August 1st of that year. These children will remain in the Toddler 2 room until the next promotion takes place usually at the end of May or the first of June. All children in this class also attend *ECA during the Sunday School hour (10:10 – 10:50AM) as well as staff will use the Toddler & Twos Bible Story Cards.

*ECA – Early Christian Awareness - is our Sunday School class for our infants and toddlers. Parent volunteers lead this time and use simple songs and puppets to help our youngest disciples begin to learn what it means to be surrounded by the Creation God has provided as well as celebrate each of them as a wonderful creation. This is a great way to introduce church as a fun place to be and to learn about God and his love for

us and others. If you would like to volunteer with this program please contact Kristie Finney (kfinney@phumc.com or 978-0525)

Sign-In Sheets and numbered Tags – When you enter one of the 4 nursery rooms the childcare worker will lead you in filling out a Yellow Nursery Sign-In sheet. This sheet helps us care for your child. Please fill this sheet out for us. You will also be provided with a portion of a numbered ticket. One portion will be dated and stapled to the yellow sheet and the other portion of the ticket will be given to you. Each piece of the ticket has an identical number associated with it. When you return for pick-up you will be asked to provide your matching ticket stub.

Label Items – Before you arrive make sure your child's items are properly labeled. We can have several children at one time and sometimes we have multiple children with the same first name. **Having first and last names on items is very helpful to our staff in providing care for your child.** In the event your items are not labeled we can provide stickers and bag tags for you to do when you arrive. Bags and coats for children in the Infant rooms will be brought into the classroom and left on the counter or on a hook inside the room. Bags and coats for children in the Toddler rooms will need to be left on a hook outside the room – Be sure to label your items!

What to Bring – Please bring any items you think we will need to care for your child. Suggestions include diapers/pull-ups, bottles/Sippy Cups, pacifier, and a change of clothing is sometimes needed.

Snacks – We do sometimes offer our older nursery age children a snack mid-morning. The snacks provided are goldfish, graham crackers, or cheerios as well as either water or apple juice. **If your child has any allergies that we need to be aware of please pass on to the childcare workers. The best way to accomplish this is to write it on the yellow sign-in sheet when you arrive each time!** There are times when we need to make changes in our room coverage with staff and there may be a staff person that is unfamiliar with your child's food restrictions. It is better to be safe than sorry.

Nursing Room – PHUMC is pleased to be able to offer a nursing room for those mothers who wish privacy while they feed their infant. This room is located directly across for the Infant 1 and Infant 2 rooms. There is a TV provided if you would like to watch the 9AM Sanctuary worship service. It is shown on KATV Channel 7 at 10:30AM.

Pre-School

Rooms are located on the Woodlawn level of the Norma Story Building as well a room in the Disciple Center on Woodlawn level (North East corner).

Pagers – PHUMC Children's Ministries offers Parent Pagers to any parent who wishes to check one out. They are located at the Children's Reception Desk inside Entrance #4. There will be a Nursery Greeter there beginning at 8:45AM to assist you in this process if needed. Please let Kristie Finney know if you would like to serve as a Nursery Greeter – it is a great way to get to meet other parents! (kfinney@phumc.com or 978-0535)

Sunday Preschool Schedule

We offer Sunday morning instruction to our preschool age children during both worship hours as well as during the Sunday School hour. The morning time schedule is:

*9:00AM Children's Church (preschool age children)

10:10 – 10:50AM Sunday School

*11:00AM Children's Church (preschool age children)

* The lesson material will be the same during both Children's Church hours.

Children's Church – is an additional hour of instruction we offer our preschool age children while parents attend worship. This ministry is made possible by parent volunteers who serve as class leaders for this hour. All supplies are provided for you. Please contact Kristie Finney to participate (kfinney@phumc.com or 978-0535).

How to determine the appropriate classroom for your child - Our preschool rooms at PHUMC are grouped by age. The cutoff date has been set to match the public school age requirements. This is done to establish the classes the children will be going to school with as well as to group by emotional and social age levels. There will always be varying abilities of children in each of these classrooms but it is in settings of varying abilities we learn to work with others and accept others for where they are in their developmental stage. We understand that some children may be the oldest ones in their class but also know that this serves as a great opportunity for them to be leaders for their peers.

- **Lions Class (S259)** – Consists of preschool children who turn 2 on or before August 1 of the given year.
- **Tigers Class (S251)** – Consists of preschool children who turn 3 on or before August 1 of the given year.
- **Bears Class (D267)** – Consists of preschool children who turn 4 on or before August 1 of the given year.

These classes will remain the same for the entire school year. Children who have a birth date after the August 1st deadline will not promote to the next older classroom.

Retaining a Grade - If a parent chooses to hold their child back in their preschool or elementary school class it is our suggestion that you do the same for Sunday School. Please let Cindy Burns or Kristie Finney know if this is your wish so that we may place your child on the correct roll.

Sign-in sheets and Allergy issues

Each of the three preschool classes (Lions, Tigers, and Bears) will have a sign-in clipboard located at the entrance to the room. Please be sure to sign your child in when you arrive! We ask that you complete the information by including where you will be in the event we need to find you as well as approve of the snack of the day! It is extremely important to us that you give us this information. The volunteers change in this room from week-to-week as well as from hour-to-hour. We want to be sure we always have an accurate record of our children present as well as know how to provide for them!

Label Items

If possible we ask that children refrain from bringing personal items with them such as toys. These items can be distracting to them and to other children as well as they can get easily misplaced in a classroom or left behind. If your child chooses to bring something to class, the Teacher/Parent volunteer/Staff person may ask that it be set up out of the way so as to not cause a distraction. It is understandable that there may be times an item is brought which provides comfort for a child or is necessary and thus needs to remain with the child.

Please know that we will work with you and your child any way we can in these situations. Just let us know as well as label what you bring! Bags and coats for preschool age children can be hung in the hall outside their classroom – Be sure to label your items!

Snacks – We try to stick to a limited list of snacks which we offer our children on Sunday mornings. Goldfish, Honey Maid Graham Crackers, Cheerios, Apple Juice or Water are our standard snacks.

*Sometimes, but rarely, we will offer an alternative snack to our preschool age classes during the Children’s Church hour. This snack will have been chosen because it enhances what we are learning for the day.

The Lions Class during Sunday School – is often served a snack. Please alert staff if there is a potential allergy issue.

All preschool classes during Children’s Church hours are usually served a snack.

A sign is posted at each preschool classroom door which lists the ingredients for the Children’s Church snack to be served that day. It is up to you to provide approval for the snack on the sign in sheet each time your child is with us. The staff/volunteers in the room depend on you doing your part so they know what to do!

Due to food allergy issues being as severe as they can be for others we ask that you refrain from bringing food to the class.

Rotation Sunday School (K-5th grade)

Rooms are located on the top floor of the Norma Story Building as well as a few rooms are on the top floor of the Disciple Center (North East end).

*In June the rising 6th grade class remains within the Children’s Ministry program and follows the summer activities there until the end of August when Confirmation begins and they then become a part of the PHUMC Youth Program.

Structure - Rotation Sunday School is the structural approach we use with our Kindergarten thru 5th grade children. This approach is very experiential in nature and allows for children to be exposed to a biblical concept or biblical truth in many different fashions. The ultimate goal is for children to retain the message through a leaning style which matches their preferred way of processing information and for that message to be a part of who they are and what they believe as a Disciple of Christ.

We have 8 thematic rooms which are used on a rotating basis; Tent Tales – Storytelling, Rockin’ Revelations – Music and Movement, New Creations – Kitchen, Art & Soul – Art room, Kids Voice – News Production, Acts of Grace – Puppets, Discoveries – Science or Mission Activities, and PHAITH Features – Movie Theatre

Large White Boards on the walls on each end of the top floor display the room each grade goes to on that particular Sunday morning. Ceiling signs and wall signs identify the individual rooms.

Opening Gathering in S350 - The school age children will open the Sunday school hour in S250 (room is at the west end of Norma Story hall, top floor). From 10:10 – 10:20AM the group participates in music and other worshipful experiences designed just for them and their peers. Upon arrival parents will be asked to sign-in their children, be asked for emergency contact information as well as food allergies. Then at 10:20AM the classes will be released with their adult leaders and will report to their assigned thematic room for the day.

This will be where parents will pick their child up at the end of the Sunday School hour. Check the white hall boards to see where to go at end of the hour to pick your children up. We also ask that you make it a priority to be on time with both drop-off and pick-up. You will not want your child to miss out on any of the opening activities as well as we want to be able to show respect and appreciation to our volunteers by picking our children up in a timely manner. Doing so will enable them to attend worship as well.

After the Sunday School hour our school age children attend worship services with their families. Please be mindful that there are volunteers who would like to get to worship as well. There are children's worship binders available at all the Sunday morning services to help occupy children if needed.

Food Allergies – We do work with food during our cooking rotation and popcorn and water are served during the class time in the movie theatre. Please contact Cindy Burns if you have any questions or issues you would like for her to be aware of. cburns@phumc.com or 978-0511.

Retaining a Grade - If a parent chooses to hold their child back in their preschool or elementary school class it is our suggestion that you do the same for Sunday School. Please let Cindy Burns or Kristie Finney know if this is your wish so that we may place your child on the correct roll.

Children's Church II - This program is available as needed for K-5th Grade children with special needs. It is an option for parents to utilize during either the 9 or 11AM worship hour if they feel their children with special needs will have a more positive experience than that of attending the worship service. This class is covered by trained paid staff personnel. Please contact Cindy Burns (978-0511) or Kristie Finney (978-0535) for more information.

Music for our children

PHUMC's Children's and Music Ministries Department is committed to offering music to even the youngest of our Disciples.

Lions Class – has music time provided by Steve Tribett. He sings and plays his guitar with the children during part of the Sunday School hour.

Cherub Choir – is a music time offered to our Tigers and Bears classes during the Sunday School hour. The classes come together with Ms. Julie and learn songs. They also are scheduled to sing twice a year at the beginning of a church service.

Wesley Choir - is offered Sunday afternoons, 4:30 - 5:30PM, during the school year. This choir is broken out into 2 age groups (Wesley Kids K-2nd Grade and Wesley Kids 3rd -5th Grade). Both of these age groups are scheduled to sing in worship services and periodically work on special performances and musicals. Please contact PHUMC Music Ministry for more information 978-0522.

Illness Policy

The church nursery and Sunday school classes work on similar illness/medication procedures which daycares and schools follow. We request that your child be fever free for a 24-hour period without the assistance of medication before they participate in a group setting and that your child is not experiencing frequent loose bowel movements or nausea and vomiting. It is also helpful if you encourage your child to wash their hands before entering the classroom.

If your child were to require any medication to be given while they are here we ask that you provide all necessary information in writing to Kristie Finney or Cindy Burns as well as the adult in charge of your child's class. We will need to properly store the medication as well.

It can be hard to determine when your child has recovered from an illness and is ready to get back into a group situation. Therefore, we hope you find this information helpful to you. And, we hope you feel confident in the fact that we always want to be working together to provide a safe and healthy environment for our children.

Childcare for worship and various church events (Room S259 and/or D267)

We provide childcare for almost all worship services and many church events. If you have a question please call the church office to check availability (664-3600). We also work to provide childcare for various church meetings and bible studies. This care is provided on a reservation basis. Please contact Kristie Finney (kfinney@phumc.com or 978-0535). We have to provide at least 2 childcare workers for any care situation. In the event that you need to cancel your childcare request please let us know in a timely manner. We have to pay our workers even if we have no children that show up and we pay them partially when we cancel with less than a 24 hour notice.

