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## **Nursery and Child Care Guidelines**

We are happy to help with your needs for nursery and child care during a worship or educational function at St. George's. We do not have a day care license; therefore, we do have some limitations as to what we can provide.

- At least two weeks' notice of your event is needed in order to secure workers.
- No meals are provided or served. Please make sure children are fed before you come. Bottles need to be pre-mixed and accompanied by notes concerning your child's feeding schedule.
- **Reservations are required!** There will be a cut off of 2 business days prior to your event. For example, if your event is on Monday, we must have reservations by Thursday at 3:00pm or we will cancel the workers. ***Please include the reservation deadline in ALL your communications.***
- Please see the attached request form and budgeting guidelines.

## **Legal Guidelines**

- You will need to provide a point person responsible on-site during the event. (This person will act as the contact for sitters during the event.)
- ***Parent or Guardian must remain on the premises during the event.***
- ***Unsupervised children, no matter what age, are not allowed in the building.***
- We cannot offer nursery and child care for off-campus events because we are not a licensed day care.
- ***Child care will not be provided for events at which wine or other alcoholic beverages are being served.***

If you have any questions, please contact Joanna Williams at 385-2150 x 243.