



Our Lady of the Assumption Catholic Church  
Brookhaven, GA

## OLA Sunday Mass Nursery Policies and Procedures

The OLA Sunday Morning Nursery offers parents the opportunity for more prayerful worship during Mass time. The nursery seeks to provide the youngest members of OLA with a safe and happy place to participate in age-appropriate activities while their parents attend the Mass.

All parents utilizing the services of the nursery are required to take turns volunteering in the nursery, under the direction of the Nursery Coordinator, Laura Kleinman.

### Attendance

The nursery is available for children ages 1 to 4 during the 9am Mass on Sunday. Children need not be potty-trained.

Parents, including one-time visitors, must complete the Nursery Hold Harmless Agreement prior to dropping a child off at the nursery. Child must be signed in and out of the nursery. No exceptions.

We welcome new families and visitors to the Nursery. You are welcome to visit 2 times before deciding to join. You must either join the nursery after this period or choose not to use it. **Joining the nursery means that you must sign up to volunteer.**

### Volunteer Requirement

Families wishing to join must have at least one family member who is willing to volunteer in the nursery approximately once every 8 weeks (depending on the number of volunteers available each Mass.)

All adults who will work in the nursery must complete training and a background check and view Archdiocesan Safe-Environment materials.

There must be at least two adults present at all times while the nursery is open and children are present. If two adults are not available, the nursery **WILL BE CANCELLED** for that Mass and an email notification will be sent out.

## Sunday Procedures

Nursery Hold Harmless Waiver must be on file for the current year prior to dropping your child/ren off at the nursery.

Please bring your child no earlier than 15 minutes before Mass begins and pick them up immediately after Mass ends.

When dropping your child off at the nursery, please remain in the main entrance. Only those who have completed our safe environment training are allowed past the main entrance.

Parents will be asked to fill out a name tag for their child and place it on their back so nursery volunteers can properly identify your child.

Parents are to provide the nursery team with diapers, and wipes, if your child is not potty trained.

No food or beverages are allowed in the Nursery Room. You may leave a sippy cup filled with water only. (Please label with your child's name.)

No toys from home are allowed in the nursery.

Child/ren need to reasonably be able to separate from parents. Some crying is common, but if your child becomes inconsolable, we will notify you via your pager that you are needed in the nursery.

For the protection of all children and nursery staff, children who show signs of the following illnesses will not be accepted into the nursery. Nursery personnel have the rights to refuse admittance to the nursery based upon the presentation of any of the following symptoms:

- Eye infection or conjunctivitis (pink eye)
- Runny nose (no matter what color)
- Sore throat
- Has a fever (100 degrees or above) currently or have had a fever in the past 24 hours
- Coughing
- Vomiting currently or have vomited in the past 24 hours
- Diarrhea

Children are expected to follow the direction of the caregivers and respect the personal space of the other children in the nursery.

If you have additional questions, please contact Laura Kleinman, Nursery Coordinator, at [nursery@olachurch.org](mailto:nursery@olachurch.org)

Children will only be released to a family member listed on the member log. (Visiting children will only be released to the parent or guardian who signed the child in.)