

Paid Nursery Worker's Agreement

Nursery Worker's Purpose:

- To protect and keep each child safe
- To help children grow in their relationship with God and their classmates
- To reflect and demonstrate the love of God to each child
- To participate as a team with the other nursery workers in ministering to the children
- To encourage a positive learning environment within your class
- To display a responsible and caring attitude to parents as a representative of LakeShore

Paid Nursery Worker's Responsibilities:

1. Arrive 30 minutes before service time
2. If you are unable to work due to sickness, scheduling conflict, vacation, etc., you must find someone else to take your place.
3. Write your time in and out in the TimeSheet Notebook located at the Check-In Desk
4. Set up room and be ready 15 minutes prior to service time to receive children
5. Be in charge of the class and keep it on schedule
 - Welcome children
 - Know the Bible Point for the day and lead children in opening activities and crafts – reinforcing the Bible Point in all activities
 - Snack time
 - Play time
 - Interact positively with parents and other volunteers in the room
 - Be aware and make sure specific needs are attended to; runny noses, dirty diapers, missing shoes and socks, misplaced cups and pacifiers. Label items as necessary.
6. Clean up room:
 - Replace anything used (wet-wipes, tissues, paper towels, etc).
 - Remove trash from the room and place it in the hall. Replace new bag.
 - Wipe off tables and any other hard surfaces with Cavi-Cide.
 - Clean toys with Cavi-Cide and water. Dry them and put them away in their appropriate tubby or shelf.
 - Vacuum the room.
 - Turn DVD/VCR player off.
 - Turn lights off when you leave.
 - Alert Nick or Nancy to any items that need repair or may be dangerous

I have read and understand my responsibilities as a paid Nursery Worker. By signing below, I agree to and will follow the instructions listed above to the best of my abilities.

Signature

Date