

# Welcome to MUMS!

Fall 2018 - Spring 2019

**MUMS MISSION Statement** - MUMS provides Christian community for mothers of young children to help each other grow in full devotion to Christ.

**MUMS VISION Statement (the hopeful result of what we do)** - To strengthen family foundations through the example and love of Jesus Christ.

We are glad you are here! We are looking forward to a special year filled with growing, laughter, friendship, and fun. The leadership team has spent the summer praying for and preparing for a year that will encourage you in your walk with Jesus, equip you as a mother and a wife, as well as give you a place to nurture genuine, life-giving connections and friendships. It is our prayer that you'll leave each meeting feeling refreshed and challenged. As we begin the year, please read over the following "policies" that will help our year run smoothly.

# MUMS Meeting Policies and Procedures

**STARTING TIME:** We will begin our meeting at 9:30am with breakfast! Please have your children checked-in prior to this time. You may begin checking in children at 9:15am.

**CHILDREN IN MUMS MEETINGS:** MUMS is primarily designed to meet the needs of moms. One of the ways we do this is providing a SPROUTS program for our kids. In order to maintain a get-away-from-it-all atmosphere, we ask that only babies six months and younger be brought into the meeting with moms. Please be sensitive to your child's noise level and leave the room if they are being distracting. If you are nursing a child older than 6 months, you may do so in the meeting and then return them to their class. You will be contacted by one of the workers if your child in the SPROUTS program needs you.

**INCLEMENT WEATHER POLICY:** In case of inclement weather, we will not meet if Hanover County Schools are closed. If the schools have a delayed opening of one hour, we will meet from 10:20-12:00 Noon. If the schools have any longer than a one hour delay, our meeting will be cancelled.

**REFRESHMENTS:** All MUMS are asked to help out with refreshments. We will have a sign-up sheet at each meeting for moms to volunteer to bring a breakfast treat for the following meeting.

**ENDING TIME:** Our meeting will conclude at 11:20am. This allows you a few minutes to finish conversations with other MUMS and pickup your children from SPROUTS no later than 11:30am.

## Registration Fee & Meeting Dues

Mechanicsville Christian Center generously supports the MUMS Ministry, and church membership is not a requirement. You will be asked to pay a one-time registration fee of \$20 or \$25 after August 31 (this also includes moms participating without bringing your children). Please complete online registration and payment at [www.mccag.org](http://www.mccag.org). Any mother, joining anytime during the year, will be asked to pay the registration fee at that time.

**All MUMS using the childcare will be asked to pay membership dues of \$5 per meeting.**

Please be sure to check-in before each meeting at the registration table *after you have settled your children in their classes*. Meeting dues are used to supplement the budget MCC has provided for this ministry to thrive. These funds are primarily used to help with the cost of childcare in our SPROUTS program.

**NOTE:** If fees become financially difficult, please talk to Terra Lawrence so that we may make arrangements for you. We have scholarships available.

# SPROUTS Policies & Procedures

**Arrival & Dismissal Time:** All children must be signed-in and picked up by their mothers. Moms are not allowed to leave a child in a classroom without a worker present. Only the mother can sign out her child unless written arrangements are made in advance. Childcare workers will begin greeting children at 9:15am. Please pick your child up from his/her classroom by 11:30am.

Each child has been assigned to a specific room and may only attend class in that room. If you have any concerns or would like to request a change in your child's assignment at any point in the year, please contact the SPROUTS Coordinator, Stephanie Stanley.

**Absences:** If your child will not be attending SPROUTS on any given week, please notify Stephanie Stanley, at (804) 305-4033 or at [lynntesse@gmail.com](mailto:lynntesse@gmail.com) **as soon as possible**. Phone calls will be accepted as late as 11:00pm the night before a MUMS meeting and as early as 7:00am the morning of a meeting. **Your phone call helps us staff the program appropriately.**

**Due to high costs of child care:** if you cannot make a meeting, and do not let Stephanie know prior to the meeting, you may be charged dues for that meeting (after the first missed meeting, which is waived). We understand that life is unpredictable and children suddenly become sick or you may be otherwise unable to attend without warning, but in order to serve our MUMS moms, we do need to cover costs for child care.

## **Baby's Belongings:**

- Please label all bottles, pacifiers, diaper bags, etc. SPROUTS workers cannot be responsible for children sharing unmarked personal items. Please use clip attachments if your child uses a pacifier.
- Please bring bottles already prepared. They will be given according to mother's directions noted on the check-in sheet. For safety reasons, please do not bring glass feeding bottles.
- Be sure to bring a sufficient number of disposable diapers, remembering that some days are wetter than others. A complete change of clothes is also helpful, just in case!

**Snacks:** Children will be provided with nutritious, peanut-free snacks. Due to children with allergies, we will distribute appropriate and healthy snacks to classrooms each week. *Snacks will be donated by MUMS Moms (Thanks!).* An approved list of snacks will be provided.

**Children in MUMS Meetings:** Babies are welcome in the MUMS meeting room while they are nursing. Please return babies over the age of six months to their classroom when they are finished nursing. As a reminder and a courtesy to other mothers, babies/children over the age of six months are *not* allowed in the MUMS meetings.

**A sick child should not be brought to MUMS:** SPROUTS workers have the right to refuse any ill child. Children with the following signs/symptoms are not to attend SPROUTS for the safety and health of others: any communicable diseases; contagious infections; diarrhea; excessive coughing; fever; yellow or green runny nose; and/or vomiting. If your child has had any of these signs or symptoms within the last 24 hours, please do not bring them to SPROUTS and notify the SPROUTS Coordinator that they will be absent. If a child becomes ill during a MUMS meeting, the mother will be notified to pick up the child immediately.

**Crying Children:** A child may cry for 15 minutes before it is necessary to notify his/her mother. The mother may then choose to either take the child home or return to the meeting. After the child has cried for 30 minutes, the mother will be notified once again to remove the child from the classroom.

## **Procedure for Biting Incidents:**

- If a biting incident occurs, the SPROUTS Coordinator will contact the parents of both the children involved and inform them of the situation and circumstances surrounding it.
- The SPROUTS Coordinator will inform the mother of the bitten child of measures that were taken for their child's comfort and safety. Their mother may choose to let their child remain in the nursery/class, stay with their child in the nursery/class, or take their child from the nursery/class that day.
- The child who has bitten may then stay in the nursery/class ONLY if their mother is willing to stay and monitor their behavior for the remainder of the meeting.
- Future meetings: The mother must supervise their child's behavior in the class for a minimum of 2 consecutive meetings. If within two consecutive meetings, their child DOES NOT ATTEMPT TO BITE, then the child may attend subsequent meetings without parent supervision.

**No medication of any kind will be given by any SPROUTS caregiver:** If a child must have a medication, such as allergy medication or Tylenol, it must be kept and given by the mother.

**Mothers should refrain from checking on their children during the MUMS meetings:** Oftentimes, children are easily upset watching mothers come and go from the nursery. The SPROUTS workers will notify a mother immediately if they are needed.

**Classroom Help:** Great efforts have been made to maintain a well-staffed program, including a substitute staff. However, in the event that a particular class is short-staffed (which may occur at short notice), coordinators will request mothers to help care for the children. Only mothers of children attending the short-staffed class will be asked. We will also attempt for moms to work in 1-hour shifts so that moms do not miss the entire meeting. We appreciate your understanding and cooperation in this matter.

**Please make sure your child has had breakfast before attending SPROUTS.**

**2018-2019 SPROUTS Coordinator**

Stephanie Stanley

[lynntesse@gmail.com](mailto:lynntesse@gmail.com)

(804) 305-4033