**BETHESDA FRIENDS MEETING**

**General Child Care Information**

<https://www.bethesdafriends.org/Children>

**Child Care *AGES***

1. *Meeting for Worship on Sunday:* Currently (2014) BFM’s Child Care is for children who are infants (6 months of age) through Pre-Kindergarten.
	* Children normally move into BFM’s First Day School (FDS) in September of the year the child enters Kindergarten. Any change to this transition date can be mutually agreed upon by the Parents, the Religious Education (First Day School) Teachers or Committee, and the Child Care Committee.
	* During the summer Meeting for Worship, the children in Child Care often join the older children (Kindergarten to 6th grade) in supervised play activities.
2. *Child Care during other events:* BFM will offer Child Care at other special sessions, such as Meeting for Business, First Day School parent meetings, Adult Religious Programs, Weddings, Memorials, etc. During those events, the ages will be infants (6 months) to 6th grade.

**Child Care *FACILITY***

1. *BFM’s Child Care Room* is the Day Care facility of Sidwell Friends School, and as such has age-appropriate toys and is accredited for use by children aged 6 months through Pre-K. Please discuss any individual concerns with the Child Care Provider or the Child Care Committee clerks.
2. *Child Care during other events:* During other programs, (such as during the summer or special meetings), children in Child Care might spend time on the Sidwell Friends playground, in BFM’s First Day School classroom, or in a Sidwell Friends activity room—usually with the older children (K-6th).
3. *Snack:* BFM provides graham crackers, Ritz crackers, pretzels, and water for mid-morning snack. We avoid providing fruit due to allergies and choking hazards. Please discuss allergies with the Child Care Provider or the Child Care Committee clerks.

**Child Care *SAFETY***

1. The Youth Safety Policy and the Youth Program Procedural Manual are on the BFM website (<https://www.bethesdafriends.org/Child-Care>). They outline detailed safety measures and procedures.
2. *First aid for minor injuries or falls:* The Providers have a first aid kit, and they will inform the parent/caregiver of any incidents and also note it in the sign-in book.
3. *Major injuries*: The Providers have an emergency procedure list to follow for other injuries or accidents. This is coordinated with the Head of Meeting and the Sidwell Friends security guard.
4. *EpiPen & Allergies*
* Parents should note allergies in the sign-in book, and write down the mobile number of the person who is holding the EpiPen.
* The Providers are not trained to use an EpiPen for allergies. The parent/guardian should hold the EpiPen and be available via mobile phone in case of an emergency.
* The Providers have a procedure list to follow for allergy attacks. This is coordinated with the Head of Meeting and the Sidwell Friends security guard.

**Child Care *PROVIDERS***

1. BFM follows Maryland Office of Child Care regulations to determine the appropriate adult:child ratio. In most cases, for the size of our child care, only 2 adults are needed. In unexpected circumstances when additional adults are needed, a parent may be asked to remain as a helper.
2. In some unusual situations (such as inclement weather or scheduling emergencies) there might be only one adult in the child care room (either the paid Provider or a BFM Adult Volunteer). To meet our safety policy, if this happens, either a parent will be asked to remain as a helper or parent(s) will be asked to initial their agreement that one adult on site is acceptable.
3. *Paid Professionals:* BFM hires (contracts with) professional child care providers, and we schedule at least one or two to be on site to supervise the care of your children whenever child care is scheduled.
	* Our Providers have experience (school and/or practical) with ages infant through pre-teen, are CPR and First Aid certified, and have undergone a criminal background check.
4. *BFM Adult Volunteers:* BFM’s Child Safety Policy require that a second person assist the child care Professional. If this the second person is not a paid provider, then it will be a BFM adult volunteer, 18 years of age or older. Volunteers must have attended BFM for at least six months, and they undergo a criminal background check.
5. *Parents:* Parents are welcome to stay in the Child Care Room. A rocking chair, changing table, and cribs are available. Parents can also sit in the BFM Library with their infant or young child, which pipes in the Meeting messages.
6. *Young Adult Helpers (16-18 year olds):* These teens are in addition to the adults and are usually earning community service hours.

**Child Care *COMMITTEE***

1. BFM’s Child Care is supervised by the Child Care Committee, whose names and contact information are in the *Directory* or available from the Head of Meeting.

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| ***Parents:*** *Please help us by putting name tags on your child(ren), telling providers about allergies or special needs, and picking up your child(ren) promptly by 12:20.* |

**Volunteer to assist the Child Care Providers**

There is a paid, professional child care provider in the Child Care Room each Sunday, year-round.

If you've been attending BFM for 6 months or longer (or are a parent), you can volunteer as an assistant to the providers.

* For more details and to volunteer, please contact the Child Care Committee clerk (see your current BFM Directory).