



Childcare Rules

Moms & Sisters,

We are happy to be able to provide childcare for Sisters who are single and for Sisters whose husbands are not available to keep their children at home. We are so thankful that our church provides for this need in order for women to be able to participate in Women's Ministry activities.

Because Heart to Home is a monthly ministry, we established the following rules out of respect to our Preschool Minister, Latricia Walker, and the many childcare workers that take time out of their evenings to take care of your children.

Moms and Sisters please read through everything carefully so that you will not be caught by surprise! Some of the rules seem strict, but in order to avoid stress, they are necessary.

We hope you have a wonderful Heart to Home year!

Childcare will be provided on the first Tuesday of each month (with a couple of exceptions.)

Childcare Workers Hours: **5:45 pm to 8:30 pm** (walking out of the door by 8:35 pm)

Heart to Home Childcare Dates

September 4	January 8 (2 nd Tuesday)
October 2	February 12 (Widow Valentine basket giveaway)
November 6	March 5
December 4 – Christmas Coffee (no H2H)	April 2

If no one signs up by the deadline and childcare is cancelled, it will not be rescheduled for a late caller. (See deadline information below.)

We have something new this year. In addition to registering for childcare (see below), Sisters will need to bring the attached envelope, with \$20 cash enclosed, each time she drops off her children for childcare. Only one envelope is necessary for the family – whether there are one or 10 kids. When Sisters arrive back to childcare on time, their envelope will be returned to them. However, late arrivers will not receive the envelope back and the \$20 will be donated to the Preschool Children's Ministry. Sisters must have this envelope to drop of their children.

Mom responsibility:

- Give each Sister a copy of the Childcare Rules along with the attached envelope.
- Make sure you plan your evening so that the Sisters can leave your house in time for kids to be picked up at **8:30** and walking out the door of the church by 8:35 – no later. **Childcare opens at 5:45.**

Sister Responsibility:

- If childcare is needed, go online to register each month. (The link is available on the church website. Go to fbcforney.org/ministries/women. Scroll down to the Heart to Home area and click on the link for childcare.)
- Deadline each month - Register at least one week in advance if you will need childcare.
- Any registrations received after a week in advance will not be guaranteed. You will need to check with Latricia (lwalker@fbcforney.org or 972-564-3357) to see if there are any childcare openings after the deadline. You will still need to register online if Latricia approves the request.
- Last minute childcare is not guaranteed – only if there are openings available.
- Registrations are only taken one month at a time. The registration form allows you to register for the entire year, but those registrations will be deleted. Please only register for one month at a time.
- Please let Latricia know in advance if you registered but will no longer need childcare. If you have signed up for the month but plans change, please contact Latricia as soon as you know your plans have changed. – lwalker@fbcforney.org or 972-564-3357.
- **You may drop your children off at 5:45.** Remember to bring your envelope with \$20 cash.
- Leave your Heart to Home meeting in time to arrive at the church no later than **8:30**.
- Please make sure you're walking your children out of the building at 8:35. **Please don't arrive at 8:35 to pick them up.** Childcare workers should be walking out of the building by 8:36.

Suggestion: Fill out the childcare envelope and put \$20 in it. When you get it back because you were on time, put it in your car and leave it. That way you'll be ready for the next month.