

Childcare Fee FAQs



It is our priority to provide excellent care for children for Bethany events. Our drive for excellence requires that we take into consideration safe staff-to-child ratios, facility capabilities, and hiring and training consistent, qualified staff who love to be here. We hope the following information will clarify some of our policies and needs.

Why do I have to pay for childcare?

Annual cost for Childcare Labor is over \$70,000. The current fee should offset about 25% of labor costs. The rest is covered in the Nursery budget.

What's the big deal about no-shows?

When childcare is reserved for an event and the children do not come and do not cancel, the staff is still paid for two hours of scheduled time. We have a minimum of two adult staff present for each event, as required by Bethany's child safety policy. In an effort to be good stewards of our Nursery budget and our staff time, we are encouraging accountability from parents and ministry leaders and hoping to make them aware of this issue.

What if I want to participate in an event, but cannot pay for childcare?

No one will be kept from participating in an event because of childcare costs. Scholarships are available by contacting the leader of the class who schedules the childcare.

How did this policy come into being?

It was shaped by conversations with other large churches, some are charging participants and some are requiring ministries to cover the entire staff cost. The proposal was vetted through the Nursery Administrative staff, Children's Ministries Vision Team and Bethany Ministry staff.

Do I have to pay for childcare to come to church and Sunday School?

There is never a charge for care for worship events.

Who pays the fees?

When a ministry program requests care, there is a box on the form to choose if the ministry area will cover the cost of childcare fees or include it in their registration costs. If they do, it will be marked "paid" on the sign-in sheet when children are checked in. Otherwise, the parents are asked to pay the fee, which they can do at the door or in advance. Any fees not collected will be billed back to the ministry.

Why isn't childcare always available?

We must work within staff and facilities limitations. During weekday care, the only rooms available for childcare are F105 and F104 in Fellowship Hall. This puts a cap on the number of children we can accept without overloading the staff and the space available.

Also, it is more difficult to find staff during the day when our teen workers are in school, or Friday nights during football season. In August many of our young adult staff leave for college. This creates a crunch in the fall, when we hire and train new staff. We try to maintain enough staff to sufficiently cover requests, yet not have so many staff that they can't get enough hour to work.

Still have questions?

The Nursery Fee Policy document is available on the Bethany website at www.bethany-umc.org. Or please contact Nursery Administrator Elizabeth Nettles at 512-258-6017 x270 or elizabeth.nettles@bethany-umc.org.

Bethany Nursery Fee Policy Program (Non-Worship) Care

Effective 6/1/13; Revised 1/1/18



1. **Fee:** Nursery fee for all non-worship events is \$7 per child per event date. Family maximum of \$20 per event date. There is NO CHARGE for any worship service. Fees for events scheduled for longer than four hours will be discussed individually, and will often require an increase in fees.
2. **Scholarships:** Are available. Please speak to the person who is scheduling childcare for your event.
3. **Reservations:** Childcare reservations are made by turning in the **Request for Childcare** form to the Nursery Supervisor. One person will request childcare for the whole class or meeting
 - a. This form is available online on the Bethany website (www.bethany-umc.org) and can be emailed to the Nursery Supervisor at christin.smith@bethany-umc.org.
 - b. Form is due at least **two weeks in advance** of the first date. *Any less than two weeks' notice will be subject to scheduling availability.*
 - c. Nursery Supervisor will email confirmation of the reservation.
 - d. **One week before** the first date scheduled, the requesting person will turn in the complete list of children and ages.
4. **Cancellations:** Any date may be cancelled **up to 48 hours before** by emailing the Nursery Supervisor. ***No-show or late cancellation will be billed to the scheduling ministry at \$7 per child per reservation.***
5. **Nursery Hotline:** For individual cancellations the day of the event, such as a sick child, please call **512-258-6017 x243 ("Nursery F105")** and leave a message. This is our Nursery Hotline and rings directly in Room F105. The messages will be checked by a staff member before each shift. ***There is no fee charged for a sickness call-in.***
6. **Sick children:** Sick children will not be admitted into the Nursery. If a child begins to show symptoms of illness, the parent will be contacted to come pick up their child. Please help us keep the other children and our staff healthy!
7. **Maximum age:** Nursery childcare is for children ages birth through 5th grade.

8. **Check-in:** Check off your child's name on the pre-printed sign-in sheet, and fill in any necessary blanks. There will also be a "fee paid" section. If the ministry has chosen to cover the cost of childcare, this will be noted here.
 - a. **Payments:** There is a pay drop box on the wall outside the door to F105. Pay envelopes will be available at the door, and are in the pocket on the front of the box. ***Please make payments here, being sure to note your name and which event you are paying for.***
 - b. **Pre-pay:** If you choose to pay in advance for a series of classes or meetings, you are welcome to do so. Please clearly mark the deposit envelope with your name and the event for which you are paying. These payments will be noted on the "fee paid" section in the future.
 - c. **Medical Release:** A medical release form must be signed if the event is offsite. The form will be emailed with confirmation of the reservation, and will also be available at drop-off.

9. **Billing:** After the event, deposits will be calculated and the balance will be billed to the scheduling ministry. The ministry may then contact parents to confirm their continued reservation for childcare.

Contacts:

For billing and general questions:

Elizabeth Nettles, Nursery Administrator

elizabeth.nettles@bethany-umc.org

512-258-6017 x270

For childcare reservations or to cancel childcare:

Christin Smith, Nursery Supervisor

christin.smith@bethany-umc.org

512-258-6017 x270

For last-minute cancellations (sick child, etc.):

Nursery Hotline

512-258-6017 x243