

# PHASE 2 RENOVATIONS

- 1** Phase 2 Babies & Twos closed 4/19/10
- 2** Newly Renovated Babies & Twos open 4/18/10
- 3** Children, Preschool, Twos, Babies Western entrance
- 4** Children's Offices Closed End of March
- 5** Temporary Children's Offices As of 3/30/10
- 6** Children, Preschool, Twos, Babies Entrance & Parking

- 1** Preschool Rooms
- 2** 2nd Floor hall to Worship Center

**renovation guide**



**1st floor**



**2nd floor**





# stepping stones

living hope children's ministry

April 2010

# April 2010 newsletter

For all Children's Ministry info, go to [www.livinghopewired.com/children](http://www.livinghopewired.com/children)

## An All Out Call For Help

There has never been a more appropriate time for you as parents to consider helping within the Children's Ministry. As we grow, we need additional volunteers to help with teaching, preparation, assisting, Plan B, and security.

Please contact our office as you pray through and respond to this need.

## Renovation Changes – Phase 2

By now you know that our second phase of renovations are beginning. Fellowship Hall is being redesigned; a new hallway is being constructed; the front office is receiving additional work space; and offices have either been temporarily or permanently relocated. For the Children's Ministry, Phase 2 is very extensive because it involves relocating the Babies and Twos to the newly renovated space so that the current HopeBabies and HopeTwos area can go under reconstruction. All storage closets and supply rooms will also be relocated.

Our last Sunday in our present area will be this Sunday, April 11<sup>th</sup>. We will move furniture, etc during the week of the 12<sup>th</sup> and open the new area on Sunday, April 18<sup>th</sup>. On Monday, April 19<sup>th</sup>, renovations will begin. In addition, the awning entrance will close.

Please refer to the map to help you visualize some of the changes and to aid in understanding the traffic flow.

## Traffic Flow

The family entrance on the West side will remain open and can be used for all preschool families. You can enter the renovated area through that side and also get to the second floor for preschool and school age children. An additional family entrance will be off the glass hallway on the Smallhouse Road side. Entering this set of double doors will allow you to walk directly down the hallway into the newly renovated area to drop off Babies and Twos.

To get upstairs from this area, you can use the CM stairway/elevator or the stairway off the West entrance. To get downstairs from the 2<sup>nd</sup>/3<sup>rd</sup> floor, you can use the CM stairway/elevator, BUT know that you must pass through the newly renovated Babies/Two welcome area

It is difficult to predict congestion areas/traffic snags so I am asking for patience during this time. There will be maps hung and hall monitors available to give assistance through this change.

Feel free to call me with questions...and to offer suggestions or make me aware of concerns.

## Babies and Twos Specifics

The newly designed area will allow our families to have direct access to their children's classrooms, teachers, and caregivers. You will be receiving a letter the week of April 12<sup>th</sup> telling you the room assignment for your child. The sticker security system remains intact and there will be "Sticker stations" to divert congestion. Direct drop off and pick up will occur at the doors. It is our hope that this will allow you to build relationships with your children's teachers/caregivers. We work very hard as a team to provide loving and careful care and intentional and enthusiastic instruction to our young ones so I am confident that you will be encouraged by this direct access.

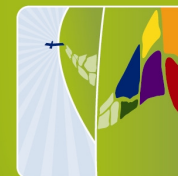
I am also confident that the first few weeks will be hectic and a learning experience for all – thank you in advance for your gracious responses in helping us.

## Preschoolers/School Age Specifics

The preschoolers that are now on the 2<sup>nd</sup> floor will remain on the second floor until further notice. HOWEVER, there are renovation changes on both the 2<sup>nd</sup> and 3<sup>rd</sup> floor that will require attention and extra measures of caution. Doors have been removed; flooring is bare; walls have been removed. The doors frames have been cut but doors have not been installed on both the 2<sup>nd</sup> and 3<sup>rd</sup> floor – we will create temporary blocks for the doors but please be watchful as traffic moves in the halls. Both the webpage and the Tool Time Toddler Boards have renovation updates.

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