

# CHILD WATCH

## GUIDELINES

Ages 8 weeks-5.5 years.

Child Watch is complimentary to family memberships and \$3 for all other memberships and guests. Pay at the Welcome Center and submit receipt to the Child Watch staff to sign your child in.

There is a 2 hour limit a day.

Parent/Guardian must remain on the premises while child is in Child Watch.

Child must be signed in and out. Please inform staff where you will be and provide a phone number in case they need to contact you.

- Only parent/guardians with custody papers can drop children off. A child can not be dropped off by another family member or friend.
- Child must be signed out by the same person who signed them in.

Children who are sick (continual cough, conjunctivitis or any other contagious illness) are not allowed in Child Watch. If your child is unable to attend school due to illness, they are unable to be in Child Watch.

Strollers and car seats must be left in the hallway.

- Parents are the only one who can take children in/out of the car seats/strollers.
- Children are no longer allowed to be left in their car seat in the nursery, please take your child out and place them in the designated baby area or with a staff.

Please change your child prior to bringing them to Child Watch. Staff cannot change diapers or undress children to use the bathroom. If need arises the staff will find the parent to do so.

Please label all bags, snacks and cups with the child's name. Snacks and comfort items are allowed but no toys please.

If your child is inconsolable for 25 minutes and staff has tried everything to calm them, you will be asked to pick your child up. We want everyone to have a fun and safe time.



# CHILD WATCH

## BEHAVIOR EXPECTATIONS

### Child Behavior:

- We have a no tolerance policy for violence.
- If a child purposefully hits, kicks, scratches, pinches, pulls hair, etc another child or staff, the parent will be called to remove the child immediately.
- A written warning of each incident will be issued and a parent signature is required.
- After 3 written incidents, the child will be suspended for a full week.
- Should the problem continue after suspension, the child will not be allowed to use the child watch services for 1 year.
- Use of offensive language receives the same “3 strikes, you’re out” rule.

### Parent Behavior:

- Child Watch is a member privilege and we expect members to treat our staff and facility with respect.
- There is a 2 hour time limit. You are allowed a 5 minute grace period.
- If you are tardy picking up your child 3 times or more, these services will be suspended until the Membership Director deems fit.
- Foul language in the nursery from a parent is strictly prohibited and you will be asked to leave the facility immediately.

### Staff Behavior:

- We have a no tolerance policy for violence.
- Our nursery is equipped with cameras to ensure safety to children and staff.
- Staff follows a time out policy for children. They will sit in a chair against the wall facing the classroom, never to be facing the wall. Time is determined by the child’s age. This is only to be used with repetitive behavior where a child has been asked by staff 3 times to stop and the child does not do so.
- We do not tolerate foul language and harsh tones from our staff to children or parents.
- Staff are never to put their hands on a child in any way that is inappropriate or malevolent.
- Staff are to engage with all children to create a welcoming environment.
- Staff are never to leave any child unattended.



# REC ROOM

## GUIDELINES

Ages 5-12 years.

Rec Room is complimentary to family memberships and \$3 for all other memberships and guests. Pay at the Welcome Center and submit receipt to the Rec Room staff to sign your child in. Morning hours are available to members ONLY.

There is a 2 hour limit a day.

Parent/Guardian must remain on the premises while child is in the Rec Room.

Child must be signed in and out. Please inform staff where you will be and provide a phone number in case they need to contact you.

- Only parent/guardians with custody papers can drop children off. A child can not be dropped off by another family member or friend.
- Child must be signed out by the same person who signed them in.

Please label all bags and snacks with the child's name. Snacks and comfort items are allowed but no toys please.

