POLICY REVIEW AND PARENT GUIDE

Peggy & Philip B. Crosby Wellness Center
at the Center for Health & Wellbeing

Safe, fun and convenient child care with Kids' Corner

The **Kids' Corner** program is designed for members' children who are six weeks through twelve-years old. As an enrolled Member or Pay-per-Visit Guest, your child can use the program for up to two hours per day, while you are in the facility.

Drop Off & Pick Up

The same parent, guardian or designated alternate adult is required to sign each child in/out with their membership card and fully complete the **Kids' Corner** Waiver & Release of Liability Sign-in & Sign -out sheet before and after your workout. Parent, guardian or responsible adult Member must remain on Center grounds while child(ren) are checked into **Kids' Corner**.

Children's Belongings

Please bring your child dressed comfortably and appropriately ready to play. Socks are required if shoes are to be removed while in **Kids' Corner**. Please LABEL all of your child's personal items, such as coats and shoes, marked with your child's first and last name to avoid any confusion. Please leave all toys at home. **Kids' Corner** and the Center are not responsible for lost or broken items.

Food, Gum and Drinks

Since we are a short-term care program, we ask that you do not bring snacks or drinks for your child, except for water bottles or infant bottles which must be labeled with your child's name. We also maintain a no-gum rule to prevent a possible choking threat.

This policy exists so that we can use our space and time more effectively, providing a cleaner environment as well as limiting unexpected clean-ups and maintaining staff/child ratios, giving all children the attention, they deserve.

Behavior Management

The **Kids' Corner** program promotes a positive approach to managing the behavior of all children. The program will follow these principles in a manner appropriate to each child's age, development, maturity, activity and general well-being:

- Children need opportunities to learn to accept responsibility for the consequences of their actions.
- Positive behavior will be reinforced through appreciation and/or praise in order to shape and distinguish inappropriate behavior.
- It is most effective to positively redirect a child's inappropriate behavior.
- Physical punishment is inappropriate and will not be used under any circumstance.
- Removal from a situation, loss of privilege, and "time- outs" are methods the **Kids' Corner** staff will use for disciplinary purposes as the situation dictates.
- **Crosby Wellness Center** reserves the right to rescind privileges to the children's area and programs based on improper conduct or behavior, which might interfere with another child's enjoyment of **Kids' Corner**.

Daily Activities

Each child is encouraged to participate in the activities scheduled. However, your child will always be allowed to practice safe "free play" under the guidance of staff members. A monthly calendar will be posted that will list the art & craft activities for the month. There may be an additional charge for certain special activities that require special supplies.

Health / Injury

Please do not bring your child to **Kids' Corner** if he/she has a contagious illness or has exhibited any of the following conditions within the last 24 hours:

- A fever of 100°F or higher
- Vomiting
- Diarrhea with signs of illness
- A rash (excluding diaper rash)
- A bacterial infection under antibiotic treatment less than 24 hours
- Cold symptoms (i.e. discolored nasal discharge, constant runny nose or persistent cough)
- Pink eye or conjunctivitis
- Head lice
- Hand, foot and mouth disease

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You will be asked to take your child out of Kids' Corner if the child shows one or more of the symptoms listed above.

Kids' Corner staff are not permitted to dispense medications to children.

If any child or staff member contracts an infectious condition, a sign will be posted on the **Kids' Corner** counter with exposure dates once notified.

Please inform the **Kids' Corner** Supervisor of any activity limitations, medication, medical conditions or any additional information that we should know about your child while in **Kids' Corner**. We will ask you to fill out a new **Kids' Corner** Membership Request form to update this information.

An incident report will be completed for any injury that occurs within **Kids' Corner**. You will be notified immediately if a serious or questionable injury occurs. You will be asked to sign and acknowledge the report.

Diaper Changing and Restroom

Kids' Corner does not provide diaper changing services for children. A staff member will locate you to change the child's diaper. It is important that you notate your expected location on the **Kids' Corner** Waiver & Release of Liability Sign-in & Sign -out sheet.

Kids' Corner staff members do not toilet train children. Please ask a staff member for more information regarding this policy.

Your child will be required to wear a pull-up until he / she has been accident free for two full weeks before wearing underwear while in **Kids' Corner**.

When a child needs to use the **Kids' Corner** restroom, a staff member will open the door and remain outside the door for children newer to toilet training. Your child should be capable of using the restroom on his / her own, remove and replace his / her own clothing. The staff will not assist in wiping at any time.

Holiday Schedule

Kids' Corner will close on Christmas Day, Easter and Thanksgiving. All other holiday hours will be posted well in advance for your scheduling convenience.

Hours of Operation:

Monday – Thursday	8 am – 8 pm
Friday	8 am – 7 pm
Saturday	8 am – 1 pm
Sundays	Closed

Staff members are not permitted to allow children into the room before or after the scheduled times. This allows the staff time to check the room for safety and to prepare the room for the day's activity.

Parent / Guardian

Parents / guardians and designated alternate adults [those authorized by the parents to drop off and pick up and who have signed the alternate adult agreement] are the only individuals allowed to drop off and pick up a child from **Kids' Corner**. In cases of emergency. If you are not able to retrieve your child, your emergency authorization contact will be notified to retrieve your child from **Kids' Corner**.

Please inform the **Kids' Corner** Supervisor of any individual who is not allowed to pick up your child from Kids' Corner.

*I understand that I may use **Kids' Corner** for a maximum of two hours per day. I have made myself familiar with the **Kids' Corner** policies and will abide by them.*

Signature _____ Date _____

Parent / Guardian