



Child Watch General Policies

- Child watch will accept children from the age of 6 months up to 8 years old.
- Reservations can be made by FitCity Center members as early as 7 days and no later than 24 hours in advance.
- Children can be checked into child watch for a maximum of 2 hours during the morning child watch slot, and then again in the evening slot for a maximum of 4 hours per day.
- Those with reservations will be given priority. Once max occupancy is reached, Child Watch will be unable to accept more children.
- Parents are allowed a 10 minute grace period to drop their child off before their time slot is given to drop-ins.
- Parents are required to have their phone on them at all times and are required to stay within the facility while the child is in child watch.
- Parents must show photo ID or their FitCity membership card to pick up children.
- Children may be entertained with G/ PG-rated movies and TV shows.
- Child Watch employees will not be responsible for changing diapers or assisting children in the restroom. Parents will be contacted to assist their child with these tasks.
- Children 6 - 12 months must be dropped off with a baby carrier.
- Food and drinks are not permitted in the child watch area.
- Personal toys and other items are not permitted in the child watch area. FitCity Center will not be liable for any lost or damaged items.
- Aggressive and inappropriate behavior will be addressed per the standards outlined in the Parent Contact, Biting, Hitting and Bullying, and Child Correction sections below.
- No infant, toddler, or child will be refused on the basis of physical or mental disabilities. All children from the ages of 6 months to 8 years old are permitted into Child Watch unless previously suspended.

- It is at the discretion of the Child Watch Leads and MemOps supervisor to suspend children from child watch following the standards outlined in the Biting, Hitting and Bullying section below.

Child Watch Hours

Monday thru Thursday

8:00 A.M. - 12:00 P.M.

4:00 P.M. - 8:00 P.M.

Friday

8:00 A.M. - 12:00 P.M.

Closed Saturday

Rates

- Drop in: \$3 per hour per child
- Subscription Pricing:
 - 1 Child: \$24/month
 - 2 Children: \$40/month
 - 3 Children: \$54/month
 - 4 or more children: \$66/month

Biting, Hitting, & Bullying

The safety of all children in the Child Watch area is extremely important to the staff of FitCity Center. This policy is for participant and staff protection. No child in Child Watch will be permitted to bully another child or employee for any reason. Bullying includes behavior that is an intentional effort to harm another, whether it is direct or indirect, behaviors that cause physical harm, and may be verbal (including oral and written language) or non-verbal.

The following steps will be taken with any behavior that may include but are not limited to: fighting, kicking, hitting, biting, pushing, shoving, spitting, scratching, throwing object(s), stealing toys, and not sharing. Conduct will be handled in the following steps:

1. *First Offense*

- a. Staff will review the rules with the child
 - b. Staff will redirect the child to another activity
 - c. Staff will notify parents
 - d. Staff will document incidents on the rule offender spreadsheet
2. *Second Offense*
 - a. Staff will review the rules with the child
 - b. Staff will invite the child to the “quiet corner” for the number of minutes that matches the child’s age.
 - c. Staff will review rules with the child and redirect them to another activity
 - d. Staff will call parent and ask them to come talk to their child
 - e. Staff will document incidents on the Rule Offender spreadsheet
3. *Third Offense*
 - a. Staff will review rules with the child and inform them their parents are being called and they will have to leave because they are not following the rules.
 - b. Staff will invite the child to the “quiet corner” area until their parent comes to pick them up.
 - c. Staff will call/page parents to come remove their child for the rest of the day and be informed that their child will be suspended from Child Watch until they have been approved by the MemOps Supervisor to return.
 - d. Staff will document incidents on the Rule Offender spreadsheet

If a child’s conduct is dangerous or severe enough toward another child or staff member, their actions will be documented and immediate suspension may be utilized, thereby expediting the “Offense” schedule.

Illness & Injury

To prevent the spread of germs, sick children will not be permitted at Child Watch. Children must be symptom-free for 24 hours before coming to Child Watch.

Illness

Any children with the following symptoms will not be allowed to stay at Child Watch:

- Temperature over 100 degrees
- Persistent cough
- Heavy nasal discharge
- Diarrhea
- Vomiting
- Eye secretions
- Rashes

- If a child becomes ill during their stay at Child Watch, their parent must be contacted immediately.

During the Respiratory Syncytial Virus (RSV) season, approximately November - April, staff should make sure they are paying particular attention to any signs of illness in children to help prevent the spread of the disease. (Children must have a doctor's note confirming any symptoms that are allergy-related).

Injury

If a child is injured while in Child Watch, the parent will be notified immediately. Injuries include but are not limited to the following: bleeding, head trauma, bee stings, and broken bones. A first aid kit will be located in Child Watch at all times. For minor injuries, parents will be notified at the time of pick-up. Staff will take the following steps when an injury occurs.

1. Provide first aid when needed.
2. Have a staff member stay with the child one-on-one for up to 15 minutes to help calm them down and reassure them. Then re-socialize with other children.
3. Fill out an incident report form and give it to FT staff.
4. If the injury shows after 5 minutes, or if the child is still crying significantly, call the parent.