



# Broadview Heights Community Center Child Watch

## What is Child Watch?

Your little ones will enjoy this kid-friendly environment in the Child Care Room and at the same time, parents will enjoy the comfort of knowing their children are in good hands while they are taking a class or working out in the Community Center.

The Child Care Room will supply up to two hours of playing, socializing, and learning with other children in the room. The child care staff is Red Cross trained in Infant/Child CPR, child AED, and first aid.

## Who can use Child Watch?

The Child Care Room will accept children from the ages of one year through twelve years. Child Watch is available for use by class participants and facility users and parents must be present in the Community Center at all times while your child is in the Child Care Room. This does NOT include times spent at the Community Park or during a private rental.

## Our promise to you...

While you enjoy the programs by the Broadview Heights Recreation Department or the facilities at the Broadview Heights Community Center, we promise to provide a safe, healthy, and nurturing environment for your child. The Child Care Room is staffed with mature caregivers who constantly strive to respond to the individual needs of each and every child. Your suggestions, comments, and questions are always welcome.

## Child Watch Room Hours

Monday through Friday 8:00AM to 12:00PM

Saturday 9:00AM to 1:00PM

Monday through Friday 5:00PM to 8:00PM

*Closed Sundays and Holidays*

***\*Child Care Room hours may change based on demand***

## Fees and Payments

Child Watch rates are listed below. The rates are based on a per child basis. There is no discount for multiple children from the same family or for a group of children. After a child has reached the two hour maximum stay in the Child Care Room, a penalty fee will be assessed. If a late pickup occurs more than two times, that person's Child Watch privileges may be revoked for 30 days.

**Drop-in fee:** \$3.00 per hour

<b>Pre-paid hours</b>	<i>Member</i>	<i>Non-Member</i>
10 hours	\$20	\$30
20 hours	\$40	\$60

## General Guidelines

- Maximum time a child may stay in the Child Care Room is two (2) hours per visit per day.
- For the safety of the children, parents or guardians must sign children in and out of the Child Care Room. **No child will be permitted to leave the Child Care Room with another person**, regardless of relationship, unless prior written permission is given.
- The Child Watch staff will not be responsible for changing diapers or assisting with the bathroom needs other than snaps or buttons.

- No food will be allowed in the Child Care Room.
- All drinks must be labeled and contained in unbreakable, spill proof containers.
- The Child Watch staff is not responsible for personal belongings brought into or left in the Child Care Room. Please place all valuables in a locker.
- Parents may not bring in children of friends, neighbors, or others not listed on their membership.
- The Child Watch staff reserves the right to verify a child's age.

## Health Issues

- **The maximum number of children permitted in the Child Care Room at one time is up to the discretion of the Child Watch staff on duty.** They will make the appropriate decision taking into consideration the staff and the ages of the children in the room.
- To protect other children, it is the responsibility of the Child Watch staff *not to accept ill children*. Children with a fever, runny nose, diarrhea, vomiting, or communicable skin rashes will not be permitted in the room.
- Our staff is NOT PERMITTED to administer medications.
- All children must wear socks and shoes according to the Health Department.

## Expected Child Care Room Behavior

- Keep your hands and feet to yourself
- Show respect for yourself, others, and property
- Share
- Take turns
- Wash hands upon entering the Child Care Room.

Our goals with discipline is for each child to develop increasing self-control and the ability to play and cooperate with others. Time out is our **ONLY** method of discipline used. Parents will be informed of any incidents and documentation will be completed.

It is impossible to provide continuous one-on-one supervision or handle severe behavior problems. A child requiring constant attention of one caregiver may not be accepted.

## Parents will be paged to the Child Care Room if...

- A child becomes ill. The parent will be asked to remove the child immediately.
- A child cannot be quieted from crying in a reasonable amount of time (15-minutes) and appears to be distressed. Parents will be expected to comfort and remove the child.
- A child soils their diaper. For sanitary and safety reasons, staff are not permitted to change diapers.

## Emergency Procedures

In the event of an accident or medical emergency (respiratory, cardiac, severe bleeding), **call 911, notify the front desk who will notify the parent, and begin emergency treatment.** If necessary, the injured child will be transported immediately to the appropriate hospital by ambulance. The parent will then be instructed to which hospital their child was transported.

**Fire:** In case of a fire, the staff will take the children to:

**Primary Exit:** North-east stairwell, downstairs, out to north parking lot

**Secondary Exit:** East exit, by Human Services, to east parking lot