



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
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# MOLDING OUR YOUNGEST MEMBERS

## Drop-In Child Watch Policies and Services MORGAN FAMILY YMCA

### DROP-IN CHILD WATCH SERVICES

The YMCA is here for your convenience and accommodates children from six weeks to seven years old. It is our intent to provide your children with a positive experience, learning activities, and the opportunity to free play.

#### HOURS OF OPERATION

Monday-Friday: 8:45am-2:00pm and 3:30pm-8:00pm

Saturday: 8:00am-3:00pm

Sunday: 9:00am-1:00pm

Children must be signed in at least 15 minutes prior to the closing of the Child Watch.

The Child Watch may have modified hours on New Year's Eve, New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving, Christmas Eve, and Christmas Day. We will follow the same late/closure schedule as the Tacoma School district in regard to inclement weather.

#### HOW WE SERVE YOU

Our Child Watch is available at a reasonable cost for YMCA Members while they are participating (ON THE PREMISES) in YMCA activities. We are legally defined as a Drop-In Care, which means that parents must stay on the premises while the child is in our care. It also means we do not have a guaranteed staff-to-child ratio. Maximum usage is three hours per day. We have loving and caring staff who are here to care for your children.

#### CHILD WATCH PRICING AND PAYMENT METHODS

##### Monthly Rates

\$35 | 2 hours daily for unlimited children

\$50 | 3 hours daily for unlimited children

##### Daily Rates

\$8 | 2 hour max

There is a late fee of \$5 per child per 15 minutes you are late picking up your child after closing or after your time for the day. This applies to all children, including the children of volunteers. Complimentary Child Watch service is provided to volunteers and is based on the number of hours contributed each month. Please feel free to ask questions.

#### TIPS

Please feed and change your child before they arrive. Please sign your children in/out through our Alaris system. If your child is frightened, anxious or crying, be supportive. Please explain the situation and confidently leave. Children usually adjust quickly after the parents leave. We will call you if we are not able to calm your child within 10-15 minutes. Before you leave, please share information with the staff regarding teething, allergies, potty-training habits, etc. This helps our staff understand your child's needs and wants while in our Child Watch.



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## HEALTH AND SAFETY

In the interest of your child's health, safety and the well-being of others we stress the following:

- If your child has a fever, diarrhea, has a continuous running nose, a severe cough, communicable illnesses or other conditions then they will not be permitted into the Child Watch. They should remain at home for an additional 24-48 hours. If they are brought to the Child Watch under these conditions, we will ask you to remove them.
- We try our best to keep our Child Watch bug-free and kindly ask that you understand this policy for the well-being of your child as well as others who come into our Child Watch. Please give us a call if you learn your child was sick and contagious while in our care, this helps us decrease exposure and inform other parents.
- If your child is not contagious but feels ill, we ask that you do not use the Child Watch that day. If a child is ill and is left in the Child Watch, you will be called out of your activity immediately to pick up your child (this includes YMCA staff).
- If a child has an allergy, it will show up on the label that is printed out as long as you have entered it into the notes. Please update our staff if you learn of any new allergies or intolerances.
- Please no medication in diaper bags (with the exception of diaper cream).
- Please ensure nothing in in your diaper bag that could harm a child.
- No hard candy, suckers, peanuts or peanut products, or anything that contains traces of peanuts or tree nuts. This will help reduce the chances of a peanut allergic reaction taking place in our Child Watch.
- We have snacks (cheerios, goldfish, and crackers) in case your child cannot eat their snack they brought because it contains nuts or as a last resort to calm down an upset child. We do not have enough snacks to feed every child who comes in; if your child is hungry, please try to bring in snacks for them. Please let our staff know if you do not want your child consuming any of our snacks.
- To better serve different family situations, all parents can choose to have our staff check your ID upon pick-up in addition to checking your sticker. To do this, please let our staff know and they will enter it into the system. This is an optional security feature for anyone who would like it.
- Please keep your valuables on you as the YMCA of Pierce and Kitsap Counties is not responsible for personal property lost, damaged or stolen while using YMCA facilities or participating in YMCA programs.
- Please label your child's belongings; we are not responsible for lost or damaged items. Items left behind will be placed in the Child Watch Lost and Found. All unclaimed Lost and Found items are relocated to the Morgan Family's Lost and Found on Sundays, kept for two weeks, and then donated to charity.

## DISCIPLINE GUIDELINES

Redirection and repetition is used when handling a situation that requires action. Making sure that the children understand what they have done wrong is important and will be explained. Think time may be needed and this will allow the child to think about their actions. No physical action is ever taken. Parents will be contacted and informed of their child's behavior if:

- They are harming themselves or others
- They are causing damage to the equipment or building
- Their behavior is affecting the operation of the Child Watch

## SUSPENSION AND DISCIPLINARY ACTION

Suspension will be used if the child continue to use aggressive behavior.

- 1st offense: A discussion with the Child Watch Coordinator or Lead. Further action may be taken based upon the severity of the behavior, up and including a one-week suspension.
- 2nd offense: One-week suspension.
- 3rd offense: Removal from the Child Watch indefinitely.

If you have any questions or concerns, please contact our Child Watch Coordinator, Kasey Boettcher at 253-460-8809 or at [kboettcher@ymcapkc.org](mailto:kboettcher@ymcapkc.org).