



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA of DeKalb County, Inc.

Child Watch Parent Information Packet



Mission of the YMCA of DeKalb County is to put Christian principles into practice through programs that build a healthy spirit, mind and body for all.

Welcome to YMCA Child Watch
The Child Watch program is a service provided free of charge to our members with a family membership while they workout or participate in other programs for brief periods of time. Child Watch staff although trained do not provide educational or overly structured play due to the wide ranges of ages and abilities in one room. Staff strive to provide a variety of activities keeping the safety and security of all the children in mind.

Child Watch Ages

Child Watch Room 3 months - 8 years

Child Watch Hours

Hours subject to change please watch for postings at the facility you use.

Time Limit



Children can be in the Child Watch area a maximum of two hours per day to allow members the advantage of this free service. A Thirty-day suspension of Child Watch privileges will result the third time a parent is late in a three-month period.

PARENTS ARE RESPONSIBLE FOR PICKING UP THEIR CHILDREN ON TIME.

Child Watch Procedures

Dress

All children must be appropriately dressed (shirt, pants, socks, and shoes). Children that are not walking need to have on socks.

Check-in

Parent must show their membership card and check children in at the check-in counter, providing complete information(Child's Full Name, Age, Parent's Full Name, Location in the YMCA and Allergies/Special Instructions). Children coming into the Child Watch area must do so in a clean, dry diaper or after just using the restroom facility. Children who are in diapers must have the appropriate diaper changing items (diapers and wipes). Children left in Child Watch without appropriate diaper changing items will be charged \$1.00 per diaper change and the charge must be paid upon pick-up from the program. All items must be labeled including diaper bags or request a label from the staff. **All bottles must be pre-made for the staff.**

Only a parent /legal guardian 18 years and older may drop off or pick up a child from the Child Watch program.

ALL MEMBERS MUST PRESENT MEMBERSHIP CARD AT EACH VISIT

Parent's Location

Parents must remain on YMCA property while their children are in Child Watch.

Behavior Management Procedures

The Child Watch behavior management policy will be followed at all times. When a Child Watch attendant comes to get a parent concerning a child, the response needs to be immediate. We only retrieve a parent when the child has been crying for 10 minutes uncontrollably and attendant has made every effort to console the child.

Parents are welcome at anytime into the Child Watch area to observe the behavior or to console a child who is displaying separation anxiety. The Child Watch staff will work with the parent

to help console the child and to make them feel safe and secure.

Philosophy

The YMCA strives to maintain a positive approach to managing children's behavior a all times. "Discipline" is the process of teaching self-control and the ability to live within limitations and agreed upon guidelines. The staff and children in Child Watch establish expected behavior guidelines. Positive behavior is self-rewarding and allows for program activities to occur. When children choose to behave outside the guidelines, some consequence is required to avoid future problems. The overall safety of all children in the Child Watch area is our highest priority.

Process

When positive behavior is displayed, the consequence is participation and enjoyment of planned activities. In cases of negative or inappropriate behavior, the following process will be employed.

Redirection: Every effort will be made to help the child understand the inappropriateness of his or her actions and agree to an alternate form of behavior. When the conflict is child-to-child, every effort will be made to have them reason together face-to-face with staff facilitating.

Removal from the specific Activity: When redirection has been pursued and behavior has not changed, removing the child from the activity involved for an appropriated amount of time is necessary. The removal time will be age appropriate. Other duty-oriented consequences suitable to the inappropriate behavior may also be utilized at this stage.

Write-ups: When the child is not successful in correcting the behavior, or the behavior is of a serious nature, a behavior write-up will occur. This write-up will be discussed with the child and parent, and requires a parent signature. If a child receives three write-ups a parent conference is required.

Removal from the Program: If the above process has not resulted in corrected behavior, the child may be removed from the program.

Behavior Related Issues

In addition to behavior management procedures outlined above, parents must be aware that:

- No staff member will ever strike, swear at, abuse, or threaten with physical intimidation either a child or parent.
- No staff member will allow a child to be stricken, sworn at, abused or physically intimidated by anyone else in the program.
- No child will be allowed to continue in the program who becomes a safety hazard to him / herself or others.
- No staff member will ever solicit or accept gratuities in consideration for any treatment of a child.
- When a child has a serious discipline problem, on any one occasion, the parent may be asked by staff to pick up the child. Biting another child, or injuring another child or staff member are examples of serious discipline problems.
- Should it be decided by YMCA staff that a child poses a serious discipline problem; the child will be suspended from the program for a period of 30 days. Upon return to the Child Watch program the child's behavior will be reassessed. Depending on the seriousness of the behavior the child may be removed from the program entirely.

Items From Home

Snacks and toys should not be brought in from home.

Movies / Television

Only G rated movies or educational shows are allowed to be shown in the Child Watch program. No movies may be brought from home. A current list of available movies is posted at each Child Watch location.

Child Watch Health Regulations

Your child's health and safety is of major importance to all of us at Child Watch. Please advise the staff at time of check-in of any special health problems or concerns that we should be aware of (asthma, allergies, etc.) Please also be sure your enrollment form is complete with current information on each child.

In consideration of other children and the staff, children who exhibit any of the following symptoms will not be allowed in Child Watch.

- Fever of 100 degrees Fahrenheit in the last 24 hours.
- Vomiting within the last 24 hours
- Diarrhea
- Green nasal discharge
- Eye discharge or pink eye
- Head lice

If medication has been prescribed, a full 24 hours of treatment must be completed before

returning to Child Watch. No medication of any kind will be administered by Child Watch staff.

Please notify Child Watch staff as soon as possible if your child contracts any communicable disease and when it appeared. Suspected exposure to any communicable disease in Child Watch will be posted notifying parents of disease and dates of exposure.

This is for the health of all children who use Child Watch. Thank you for your cooperation.

Building Character in young people to help them form positive values has always been the focus of the YMCA Mission. Through YMCA programs, we strive to develop the following character traits in our youth.



CARING: the importance of putting others before yourself; of building more responsive communities.



HONESTY: the importance of integrity; of telling the truth and keeping promises to yourself and others.



RESPECT: the importance of treating others, as you would want them to treat you; of acknowledging and accepting others regardless of differences.



RESPONSIBILITY: the importance of doing what you should; of accepting accountability, pursuing excellence and following through on personal commitments

**YMCA of DeKalb County
Child Watch Enrollment Form**

Child's Name: _____ Sex: M F Birthdate: _____

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Child's Name: _____ Sex: M F Birthdate: _____

Child's Name: _____ Sex: M F Birthdate: _____

Please list additional children on another sheet of paper.

Address: _____ Home Phone: _____

City: _____ Zip Code: _____

IDENTIFYING INFORMATION

Member #: _____

Parent/Guardian: _____ Emergency Phone: _____

Parent/Guardian: _____ Emergency Phone: _____

EMERGENCY CONTACTS

Name: _____ Relationship: _____
Address: _____ Home Phone: _____

Name: _____ Relationship: _____
Address: _____ Home Phone: _____

Name: _____ Relationship: _____
Address: _____ Home Phone: _____

CURRENT HEALTH

Allergies: _____

Any special medical condition / problem that the Child Watch staff should be aware of? _____

Any special medication for chronic problems? _____

EMERGENCY AUTHORIZATION: I hereby give permission to the medical personnel selected by the YMCA staff to order X-rays, routine tests and treatment for me or my child, and, in the event I cannot be reached in an emergency, I hereby give permission to the physician selected by the YMCA staff to hospitalize, secure proper treatment for, and order injection and/or anesthesia and/or surgery for me or my child as named above.

Signature of Parent/Guardian: _____ **Date:** _____

Staff Review with Parent (every 6 months) Initials: _____ Date: _____
Initials: _____ Date: _____

Parent / Guardian Acknowledgement

I acknowledge that I have read and understand the Child Watch Procedures outlined in the Child Watch Parent Information Packet and will abide by those procedures.

Parent / Guardian Signature

Date