



CHILD CENTER POLICY

CHILD CENTER HOURS:

MON - THU 8:00AM - 7:00PM

FRIDAY 8:00AM - 5:00PM

NOTE: LAST CHECK-IN OCCURS 15 MINUTES PRIOR TO CLOSING

MEMBER USAGE

- The Child Center use is for members of the Fit-N-Wise fitness center.
- Child Center Monthly membership is \$20 per month per child. This covers 2 hours of childcare per day for one child. The monthly membership auto-renews unless canceled by the member. If not using a monthly child center membership, members can pay the \$10 drop-in rate per child per visit.
- A waiver must be signed by a parent or legal guardian and necessary documents completed before any child is left at the Child Center.
- Some required documents will list an emergency contact who can pick the child up from the Child Center if the parent or legal guardian cannot.
- Parents must abide by our "Exclusion of Sick Children" policy to ensure that the Child Center is as healthy and sanitary as possible.

POLICIES AND PROCEDURES: CHECK-IN AND CHECK-OUT

- The child may only be released out of the Child Center to the parent or legal guardian (Fit-N-Wise member) or to a person who has been identified on the user agreement as the emergency contact or an authorized pick-up person.
- The convenience of the Child Center is for our members and their children; do not bring other children.
- Two hours of childcare are available each day per child.
- If the Child Center determines in its sole discretion that the person attempting to pick up the child is an immediate risk, the Child Center will not release the child, and the staff member will contact our security and the local authorities. In the event of an emergency, the parent or legal guardian listed on the membership will be notified first.

POLICIES AND PROCEDURES: GENERAL

- Childcare is available for children ages two months thru 11 years old, including infant care.
- Please note due to the dynamic of the 2-hour drop-in care, we do not offer one-on-one care or specialized care. This drop-in care while parents are on campus is like a babysitting service of groups of children.
- Grandparents who are members, can drop-off children who are on a family membership or have a child membership with their parent(s). Grandparents must be on parent signed pickup list to pick children up.
- Parents and/or grandparents must stay on campus while the child is in the child center.
- The child's responsible adult (18 or older) must stay on campus while the child is in the child center.
- Bottles, blankets, cups, pacifiers and comfort items are permitted, but **MUST BE LABELED**. Bottles must be used under the supervision of the Child Center staff. Water and powdered formula must be premeasured and ready for quick preparation.
- If an infant is inconsolable and cannot be calmed and quieted within ten (10) minutes, you will be contacted to pick up the infant.
- Potty training toddlers must wear a diaper or pull-up until fully trained.
- All items required, such as wipes, diapers, pull-ups, and change of clothes must be provided by the parent or legal guardian.
- For the safety of your children, if the Child Center reaches its maximum occupancy, please wait to check your child in until a child checks out. You will be alerted if this is the case.
- For the safety of the children in our care, there may be times of high volume that we put a sign on the door, "Not Accepting More Children."
- Please do not let your child bring any toys or other small items into the Child Center.
- There may be times we must restrict/close drop off due to the number of infants and/or children in the center.

EXCLUSION OF SICK CHILDREN POLICY

A child exhibiting any conditions or behaviors determined by the Child Center to be an illness will not be allowed to stay in the Child Center. If the child becomes sick while in the Child Center, the child must be isolated from other children and the parent or legal guardian will be alerted and must remove the child from the Child Center immediately. Upon every visit, please make sure the Child Center staff knows about any medical concerns, allergies, or special requirements and fill out a "Need to Know card".



EXCLUSION OF SICK CHILDREN POLICY.. CONT.

Please understand we strive to provide a healthy, safe, and secure environment for all children, so please do not be offended if we ask you to remove your child due to health conditions. The list below includes, but is not limited to, conditions or behaviors that precludes a child from the Child Center. If your child has any of the following symptoms, you will need to wait at least 24 hours after the symptoms have subsided, without the aid of medication, before bringing the child to the Child Center.

- A child with a diagnosed or reportable illness or condition that a physician determines has not had sufficient treatment to reduce risk to others
- A child who vomited within the last 24 hours
- A child with loose stool within the last 24 hours
- Pink eye, contagious conjunctivitis, or pus draining from the eye
- Bacterial infection such as a strep throat or impetigo and has not completed 24 hours of antimicrobial therapy
- Unexplained lethargy
- Lice, ringworm, or scabies that is untreated and contagious to others
- Fever of 99 degrees Fahrenheit or higher
- Undiagnosed rash or a rash attributable to a contagious illness or condition
- Significant respiratory distress (bad cough)
- Profusely runny nose with either green or clear mucus needing to be frequently wiped
- A child who requires more attention or one-on-one time than the program staff can provide without compromising the health and safety of the other children in care
- A child with chickenpox until the child is no longer infectious and until the lesions are crusted over.

If your child exhibits any of these symptoms or conditions, please keep the child home. If your child is too ill to attend school, the child will not be allowed in the Child Center. It may be necessary to provide a physician's verification of wellness.

MANDATORY GUIDELINES

- **FOOD**
 - CC staff will not feed any meals or food. We have a "No food" policy because we do not have anywhere to serve food, clean up, etc. Do not bring a fast-food meal or any other for your child to eat in the center. We ask that all babies and infants are fed and changed before you leave them. If you bring a drink for your child, please make sure it is labeled with their name, is age appropriate, and either in a sippy cup, spill proof drink bottle, or sports type bottle. **(No bottles with small caps.)** We are able to give bottles if our numbers are low and the baby is fussy but ask that you feed the baby before you drop off.
- **CHILD BEHAVIOR**
 - Time-out will be used to address behavior problems for children two years and older. For children younger than two, redirection will be used.
 - Fit-N-Wise reserves the right to remove or suspend children who may be perceived as an endangerment to themselves or others.
 - Our Child Center provides a secure environment by processing a background check on our employees. Since we offer a secure environment, parents will not be permitted to stay in the Child Center. Please do not expect to go past the safety gate.
 - We will not accept violent behavior by a child of any age. A child who exhibits violent behavior including but not limited to hitting, biting, hair pulling, or harming themselves or others must be removed from the Child Center.
 - If your child has repeated instances of misbehavior, not following rules, or being disrespectful, you will be alerted, and they will no longer be able to attend the Child Center.
 - 1st instance: The child will receive a warning and parents will be alerted and contacted.
 - 2nd instance: The child will be suspended and not able to attend the Child Center for seven (7) days.
 - 3rd instance: The child will be suspended and not able to attend the Child Center for fourteen (14) days.
 - For severe behavior incidents, such as intentionally hurting another child, bullying, etc., and if unacceptable behavior continues past the 3rd instance, Fit-N-Wise Fit Y.O.U.T.H. Child Center, in its sole discretion, reserves the right to exclude the child from attendance at the Child Center.
 - If child brings tablet or digital device, please make sure the accessible content is proper for all ages.
 - Please take your child to the restroom before you leave the child. A changing station is available in the family restroom in the hall.
 - If your child is crying excessively, you will be required to remove the child from the room.



LATE PICK-UP POLICY

- Fit-N-Wise maintains a strict two-hour limit for children in the Child Center. Fit-N-Wise Fit Y.O.U.T.H. Child Center should not be used as, nor designed, to serve as a day-care or after care program. The parent or legal guardian must always remain on site and must respond to an incident in person immediately after notification. The following applies to late pick-up:

If parent or legal guardian is more than five (5) minutes late picking up the child, the following applies:

- 1st instance: Warning
- 2nd instance in a 3-month time frame: Charge of regular Child Center fee for every fifteen (15) minutes in excess of two (2) hours; final warning
- 3rd instance in a 3-month time frame: Charge of regular ChildCenter fee for every fifteen (15) minutes in excess of two (2) hours; parents/responsible adult suspended from using the Child Center for seven (7) days.
- 4th instance in a 3-month time frame: Charge of regular Child Center fee for every fifteen (15) minutes in excess of two (2) hours; parents/responsible adult suspended from using the Child Center for fourteen (14) days.
- 5th instance in a 3-month time frame: Charge of regular Child Center fee for every fifteen (15) minutes in excess of two (2) hours; sole discretion of Fit-N-Wise to cease parents'/responsible adult's use of Child Center.