



**FOR YOUTH DEVELOPMENT®**  
**FOR HEALTHY LIVING**  
**FOR SOCIAL RESPONSIBILITY**

# **PLAY LAUGH LEARN**

**TUSCARAWAS  
COUNTY  
YMCA**

**CHILD WATCH  
Parent  
Handbook**



**WELCOME!** This handbook is designed to provide you with specific information about our program.



## **HOURS:**

AM Mon-Sat 9:00-11:30 AM  
PM Mon-Thu 4:30-8:00 PM

## **TIME LIMIT:**

1 hour and 15 min per visit (75 Min)

## **APPROPRIATE FOR AGES:**

6 Weeks to 9 Years

## **PROGRAM CAPACITY:**

12 kids / 2 staff

## **CLEANLINESS:**

All children are required to wash their hands with soap and water before and after program participation.



## **SICK POLICY:**

All children will be required to have their temperature checked by staff prior to entering the program area.

Please help us provide a healthy place for all. If your child has any of the following symptoms, please do not bring them to the Y.

- Runny nose
- Fever in the past 24 hours
- Diarrhea
- Vomiting in the past 24 hours
- Rash of any kind
- Eye discharge



# LET'S GET STARTED

- 1) Sign in your child
- 2) Remove shoes. Please wear socks.
- 3) Child Watch associate is the only one to open the gate. Parent/Child should not open, be lifted over, or climb over the gate.
- 4) All children are required to wash their hands with soap and water before and after play.



## A FEW EXTRA REMINDERS

- Hand sanitizer is available in the room for adults. YMCA staff is not permitted to use hand sanitizer on children. Hand sanitizer may only be used on a child by the parent.
- If a child has been crying for 10 minutes or more, the parent/guardian will be notified to return to the program.
- During their time in our care, each child's parent/guardian is required to remain onsite inside the YMCA.
- Food, drinks, and personal items such as toys are not permitted in our program.
- Parents may mix formula prior to leaving an infant or may return at feeding time to mix a bottle. The Y cannot accept responsibility for mixing formula. Bottles should be properly stored in a diaper bag or an appropriate cooler provided by the member.
- Small diaper bags only. Please use coat hooks at room entrance for coat/bag storage.
- All pre-potty trained children should come with a clean/dry diaper. We do not supply diapers or wipes.
- Potty training implies that a toddler is learning to use the bathroom. In this situation, it is best if a parent can assist a child in the bathroom before entering the program using the lobby restrooms. Our staff members can assist in pulling child's clothes up or down only if needed but staff should not touch the child below the waist or help to wipe. If a child is wearing underwear and has had an accident, parent will be called to return to the program to change the child.
- We pride ourselves on open-communication. Please feel free to provide feedback regarding our program to our staff, program coordinator or program director. Email Program Director Kathleen Johnson at [kathleen@tuscymca.org](mailto:kathleen@tuscymca.org) or stop by the Member Service Center. Feedback forms are also available on bulletin board outside the programs.

## **SAFETY IS OUR TOP PRIORITY**

Our staff is prepared to respond to emergencies. We provide annual training for child abuse prevention and require staff to be trained in CPR and First Aid. All staff must pass a background check upon hire and background checks are renewed every other year during employment.

## **READY TO RESPOND**

In case of a facility emergency: Children will remain with Child Watch Staff until signed out by the parent. The tornado shelter is located in the lower level of the Patton Center. In case of fire, children are evacuated to a safe zone on the Monroe Street Side of the building if possible. If needed they will be taken to the Monroe Plaza for shelter.

## **OUR MISSION**

The Tuscarawas County YMCA is committed to enriching the lives of everyone in our community by the development of healthy spirit, mind and body through membership services and programs based on Christian principles and values of caring, honesty, respect and responsibility.



**TUSCARAWAS COUNTY YMCA**  
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