



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

Lincoln YMCA Child Watch Center Policies

*Hours:	Cooper 402-323-6410	Downtown 402-434-9260	Northeast 402-434-9262	Fallbrook 402-323-6436
Mornings	**M-F 8:00 AM - 8:30 PM	N/A	M-F, 8:45 AM-1:00 PM	**M-Th, 8:00 AM-8:30 PM **Fri, 8:00 AM-8:00 PM
Ages	6 weeks to 10 years	N/A	6 weeks to Kindergarten	6 weeks to 10 years
Evenings	**M-F 8:00 AM - 8:30 PM	M-TH, 4:30-8:00 PM	M-TH, 4:30-8:30 PM F, 4:30-7:30 PM	**M-Th, 8:00 AM-8:30 PM **Fri, 8:00 AM-8:00 PM
Ages	6 weeks to 10 years	6 weeks to 13 years	6 weeks to 10 years	6 weeks to 10 years
Weekends	**Saturday, 8:30-2:00 PM; **Sunday, 12:00-5:00 PM	Saturday, 9:00am-12:30 PM	Saturday, 8:45-11:30 AM	**Saturday, 8:30-11:30 AM **Sunday, 1:00-4:00 PM
Ages	6 weeks to 10 years	6 weeks to 13 years	6 weeks to 10 years	6 weeks to 10 years
KIDS QUEST	KQ M-F 4:30-8:00 PM KQ Sat. 9-12PM KQ Sun. 1-5PM	M-TH, 5-8 PM	M-TH, 5:45-7:30 PM	M-F, M-F, 5:00-8:00 PM Saturday, 8:30-11:30 AM
Ages	KQ- 5-10 years old	5-13 years old	5-13 years old	5-13 years old

All children cared for in Child Watch/Kids Quest may receive care for no longer than 2 hours per day

*If there are no children in the Child Watch 30 minutes prior to the scheduled closing time, Child Watch will close early.
**Advance reservations must be made for children 6 weeks to walking at Cooper & Fallbrook. Reservations can be made up to one week in advance in Child Watch or by calling the Cooper Child Watch at 323-6410 and by calling the Fallbrook Child Watch at 323-6436.

Kids Quest: Kids Quest is an alternative to Child Watch for your children ages 5 and older. It offers them an opportunity to play games, make crafts and do other age appropriate activities in a supervised setting. Kids Quest is offered at no cost. Please see the Kids Quest flyer for the current schedule of times and locations.

Availability: The YMCA Child Watch and Kids Quest is available to both Member and Non-member children while their *parent is in the YMCA facility or participating in a fitness activity out of the facility with immediate cell phone contact available. ***ONLY Parents/Legal Guardians or Adult(s), 19 and over, listed on the Family/Household Membership, as defined by the Membership Policy, may bring children into Child Watch or to Kids Quest.**

Fees: Lincoln YMCA Family and Single Parent Family Members FREE
YMCA Adult Members \$2.00/hour/child*
Non- YMCA Members and AWAY Members \$3.00/hour/child*

A punch card must be purchased from the front desk. You will receive 10 one-hour visits per card. You must purchase one card per child and may only use the card at the branch where you purchased it, **the cards are non-refundable.*

Registration: A registration form must be on file for any child who participates in the Child Watch program. This form must be filled out and signed by the child's parent or guardian *before* the child may be placed in the program. These forms are kept on file in Child Watch, a form must be on file at each YMCA branch you use. Please notify the staff of any change of information on your child's form. After the registration form is filled out, the child may participate in the Child Watch program on a *drop-in* basis.

Check-In Procedures: All and families and children must check in at the Front Desk before entering Child Watch and check-in into Child Watch upon their arrival. Children from adult memberships and non-member families must provide the proper punch card to the Child Watch Staff to be punched. For the safety of your child we require parents/legal guardians to sign their children in and out each day. We encourage new members, parents of infants, and parents of special needs children to notify staff of their location in the building prior to leaving Child Watch. Be sure to pick your child up on time, hours are listed above .

Footwear: For the health and safety of all the children, we ask that they wear proper footwear to Child Watch. We ask your help in encouraging your children to leave their shoes on (tennis shoes stay on best), unless they are playing in the indoor play structure at the branch, then they must be wearing socks. Thank you for your assistance with this policy.

Illness: Do not bring your child to Child Watch if they are ill. If your child has been sick, please do not return to Child Watch until they have been fever-free for 24 hours. We will not accept children who have any illness associated with a fever or any communicable condition, such as ringworm, diarrhea, impetigo, head lice, pink eye, or scabies, etc. This policy will be strictly enforced for the health and well-being of the other children and the Child Watch Staff. If during your child's visit, we discover that your child has a fever or other signs of illness, you must return to Child Watch immediately to retrieve your child and take them home.

Personal Belongings: The YMCA is not responsible for loss or damage to your child's items. We ask that you do not bring your child's toys from home to Child Watch. They may get lost or broken and it is often difficult for a child to share them with other children. Be sure to label all personal items.

Diapers: Please bring your infant in disposable diapers and leave an extra diaper and wipes for changing if necessary. Please remember that the YMCA does not provide diapers and wipes. Families are asked to provide their own diapers and wipes and bring them, labeled, for each visit to Child Watch.

Snacks: We will not provide any snacks or meals during Child Watch hours. Please feed your child prior to coming to the YMCA. You may bring a small *dry* snack in the event that your child becomes hungry during their visit. Please ensure that the food you bring does not pose a choking or allergy threat to other children. *Snacks containing Nuts, whole grapes, peanut butter and popcorn are not allowed.*

Discipline: We will use redirection and time-outs for inappropriate behavior in Child Watch. A time-out is a brief, supervised separation from the group. If problems persist, Child Watch staff will discuss the situation with the parent. If a solution cannot be reached, we may ask that the child not be brought to Child Watch if the behavior jeopardizes the well-being and safety of other children. The staff will make every effort to ensure that no child is punched, pinched, left alone, shaken, struck with any object, bitten or spanked. We are obligated by law to report any signs of child abuse to the proper authorities.

If a Child Watch staff is unable to console a child after 10-15 minutes of continuous distress, the parent will be contacted and asked to come pick up the child from Child Watch. We will make very effort to comfort your child, but do not want the child to have an unhappy experience.

Child Watch Center and Kids Quest Activities:

Our staff will do their best to involve every child in some type of activity. Some of the activities we provide are:
·Age appropriate toys, games and puzzles ·Activity & Coloring Books ·Arts & Crafts ·Music & Dance Activities
·Child appropriate videos and cartoons ·Gym /Game Room/Family Center/Outdoor time when available

Thank you for using the Child Watch Center, we are happy to serve your family!

If you have any questions, comments or suggestions please notify the Child Watch Staff or you may contact the Branch Program Director responsible for Child Watch:

Cooper Branch	Kim Pair	323-6408
Cooper Branch	Janel Callahan- CW Coordinator	323-6410
Downtown Branch	Kim Frank	434-9233
Fallbrook Branch	Emmalie Krysl	323-6433