



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Child Watch Welcome Guide

Welcome to the YMCA of Steuben County Child Watch program!
As a service to you, our valued member, the YMCA of Steuben County Child Watch program provides on-site child care for your family while you are enjoying our facility.

Our goal is to provide a positive experience for children in a safe, healthy, and secure environment during your visit to our YMCA. We offer interesting and inviting age-appropriate activities implemented by warm and fun staff members.

Enclosed in the welcome guide you will find our standards, guidelines, and hours of operation. If you have any question please do not hesitate to ask any child watch staff member.

We look forward to serving your family!

Sincerely,

Sarah Funkhouser
Member Engagement Coordinator
YMCA of Steuben County



Hours of Operation

- Monday- Thursday: 8am-12pm & 4-7
- Friday: 8am-12pm
- Saturday: 9am-12pm
- Sunday: Closed

A Brief Introduction

The YMCA Child Watch program serves children ages 3 months - 7 years. We strive to make Child Watch a fun and exciting environment for your child to learn and grow.

Security

- Staff will observe your child for any symptoms of illness or communicable disease, and parents will be asked to verify that the child is healthy enough to be in care with other children.
- Whoever signs the child into Child Watch should also pick up the child unless you make alternative arrangements with lead staff on duty.
- Children may stay in Child Watch for no more than 2 consecutive hours.
- Please label all of your child's belongings. Give staff any information about your child that may be valuable while he or she is in our care, such as eating and sleeping needs, medication, temperament, and so on.
- At pick-up, staff will share information with you about your child's stay, including diapering, naps, food intake, demeanor, and play activities.
- For the comfort and security of our members and children, we do not permit cell phones, or any other personal electronics in the Child Watch area.
- Please remember that you must remain in the building while your child is in Child Watch. Inform the staff where you will be so that you are easily accessible if they need to contact you.

Wellness

- Please do not bring a child who has a fever, rash, drainage from the eyes, vomiting, or diarrhea to Child Watch. If your child exhibits any of these symptoms while in our care, we will call you immediately and ask you to remove the child from Child Watch. Please notify us if your child contracts a communicable disease after spending time in the Child Watch program.

Sanitation

- Staff and children wash hands upon entering the Child Watch room, before and after diapering or toileting, before and after bottle-feeding, and after wiping runny noses.



Medication

Staff will not administer medications in the Child Watch program. An exception would be the administering of a medication for life-threatening reactions, such as allergies to peanuts. In this case, parents should train staff on duty to administer the appropriate medication. Please see a YMCA supervisor for procedures.

Eating

We do not provide any food or drink while your child is in our care.

We do understand that young children may need a snack while in our care. If you believe your child may be hungry or thirsty while in Child Watch please leave a healthy snack and spill proof cup with the child watch staff during drop off.

Child Guidance

The YMCA of Steuben County Child Watch staff use redirection and positive reinforcement while working with your child. If these techniques are not successful and your child poses a danger to self or others, we will notify you immediately.

If your child is crying for 15+ consecutive minutes we will page you and ask you to come retrieve your child. Prolonged crying can be traumatic and discomfoting to the other young children in Child Watch.

Activities

During his or her stay with us, your child is encouraged to engage in fun activities that include a variety of age-appropriate toys, equipment, and materials of interest and challenge to your child.

Choices for your child may include the following:

- Infants: rattles, busy boxes, windup toys, music, books, mobiles
- Toddlers: books, puzzles, manipulative toys, building blocks, dramatic play
- Preschoolers: books, puzzles, manipulative toys, blocks, dramatic play, and art
- School-agers: books, board games, construction toys, arts and crafts

Label any pacifiers and comfort items such as blankets and stuffed animals.

Please note, we make every reasonable effort to accommodate children with special needs. However, the Child Watch is not equipped to serve children that require one-on-one attention on a regular basis.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Volunteering

If you wish to volunteer in the Child Watch area. Please check with Sarah Funkhouser, Member Engagement Coordinator.

Staff

We hire mature and enthusiastic staff to help us provide a quality, safe and enjoyable environment for every child. All YMCA employees receive a thorough background check have been trained in CPR, first aid, recognizing signs of child abuse, and recognizing symptoms of communicable diseases.

The YMCA of Steuben County appreciates the opportunity to serve you and your child. Feedback forms are available. Please let us know how we can better serve you and your family.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Child-Watch Registration Form.

In order to serve your family better, please fill this form out completely prior to your first child watch visit. We ask you use one form per child. If at any time any of the information changes, please be sure update accordingly.

Child's Name _____
(Last) (First) (Middle)

Birthday ____ / ____ / ____

Home Address _____

Parent/Guardian Name _____

Cell Phone _____

Parent/Guardian Name _____

Cell Phone _____ Other Phone _____

Other Adults Authorized to Pick-up Child:

Name Phone Name Phone

List anyone who is NOT authorized to pick-up your child under any circumstances:

Medical Information:

Is your child on medication? No Yes please list _____

Does your child have any special needs, physical or mental limitations that may affect group participation? No Yes
If yes, please explain:

Please list any allergies: _____

Is your child up to date on all immunizations? No Yes If no, please explain:

Child's Physician _____ Phone _____

Preferred Hospital _____

A person responsible for this child will stay on the YMCA of Steuben County premises at all times. If I cannot be found in the event of an emergency when medical assistance is required for my child, I grant permission to the YMCA staff to secure proper medical and/or emergency treatment including but not limited to injections, anesthesia, surgery, or emergency transportation for my child named here in. The YMCA of Steuben County and/or personnel assume no liability for any accident.

Parent/Guardian Signature Date

Name Printed Member ID #