



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

KIDS ZONE PARENT HANDBOOK

Kids Zone is a service provided to our YMCA members with a family or single-parent membership. It is set up as a safe and nurturing place for children to spend small periods of time while their parent's workout or participate in a program at the Y.

Parents must remain on Y property while child(ren) are in the Kids Zone.

Maple

| | |
|-------------------|-------------------|
| Monday – Thursday | 8:00am to 7:30pm |
| Friday | 8:00am to 4:00pm |
| Saturday | 9:00am to 12:00pm |
| Sunday | CLOSED |

Portage

| | |
|-------------------|------------------|
| Monday – Friday | 8:45am to 1:00pm |
| Monday – Thursday | 4:15pm to 7:45pm |
| Saturday | 8:15am to 1:00pm |
| Sunday | CLOSED |

Both branches are now drop in and do not require reservations during open hours.

Hours are subject to change. For most current hours of operation, please consult the website at kzooyymca.org

Holidays

Kids Zone is closed on the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Kids Zone reserves the right to modify hours on the following days:

- New Year's Eve
- Day after Thanksgiving
- Day before and after Christmas
- Intermittent days throughout the year due to varying factors.

Ages

Children from 6 weeks through 8 years of age.

Sock Policy

Children in Kids Zone are required to wear socks or shoes at all times.

Safe Sleep

The staff of the Kids Zone practice safe sleep. This means that any children 0-1 years old are not allowed to sleep in their car seats, unless given verbal consent by the parent. Instead, they will be put to sleep alone, on their back, with no blankets or stuffed animals around.

Illness

If your child is too sick for school, they are too sick for Kids Zone.

Please don't bring your child to the Kids Zone if they have or have had in the last 24 hours:

- Fever of 100 degrees or more
- Vomiting or Diarrhea
- Continuous mucus
- Persistent cough
- Pink Eye
- Lice

If a child becomes ill while at the Kids Zone the parent will be contacted. The child will need to be removed from Kids Zone and will be allowed to return when they feel better.

Children having a contagious disease or infection will not be allowed to stay (chicken pox, measles, ring worm, lice, flu, etc.). With the exception of lice, children must be free of these symptoms for 24 hours before they can return. If the child has lice, they must be COMPLETELY NIT FREE before they can return to the program. Parents are asked to notify the program if a child has been diagnosed with a contagious illness so we can inform other families.

Emergency Policy

In the event of a fire, children will be taken outside to a designated meeting place.

Maple: Back of main parking lot

Portage: Behind the fence out back door

In the event of a tornado, children will be taken to a safe spot within the building

Maple: Bathroom within Kids Zone

Portage: Women's Locker Room Downstairs

Guidance Policy

We use positive guidance techniques in the Kids Zone such as:

- Setting clear limits
- Modeling and encouraging expected behaviors
- Redirecting children to more acceptable activities

When a child's behavior is disruptive (i.e. biting, hitting, throwing objects or using "bad" language), staff will talk with the child and redirect them. If behavior continues to be disruptive to the group, the staff may choose to offer some alone time to child away from the group. If a child's behavior becomes aggressive towards other children or staff, parents will be asked to pick up their child. Kids Zone will make reasonable accommodations for child(ren) with special needs but we cannot provide one-on-one care for children while in Kids Zone. If it is clear that the child needs more attention than what Kids Zone is able to provide, then participation in the program may be discontinued.

Kids Zone Parent Handbook and Fee Usage Agreement

Please complete the following information.

Child(ren) Information

Name(s) & DOB(s): _____

Special Situations/Health Considerations: _____

Allergies: No ___ Yes ___ if yes, explain _____

Medication: No ___ Yes ___ if yes, explain _____

Parent/Guardian #1 Name: _____ Phone _____

Parent/Guardian #2 Name: _____ Phone _____

Authorized Release (Must be 16+):

1. Name/Relation _____ Phone _____

2. Name/Relation _____ Phone _____

- I (We) hereby authorize the YMCA of Greater Kalamazoo, herein called the YMCA, to initiate debits to the financial institution used for monthly membership fees, for the monthly Kids Zone usage fee.
- I understand that child(ren) must be active members in order to be covered by the monthly Kids Zone usage fee (otherwise the non-member rate will be in effect).
- I understand this recurring fee of \$10.00/month allows access to Kids Zone as many days as desired. I also understand that there is a two hour max daily time limit across both branches.
- I understand no refunds or credits will be given if Kids Zone is not utilized in a particular month.
- I understand the bank draft occurs on the 1st of the month and it's my responsibility to check my monthly statement and report any corrections immediately to the YMCA, returned payment fees may apply.
- I understand that if I no longer wish to utilize Kids Zone, cancellation must be submitted to Kids Zone in writing and received by the 25th of the month prior.
- I agree to abide by all rules and regulations of the Kids Zone and understand that failure to act in accordance with the rules may result in suspension or removal of Kids Zone privileges.

Acknowledgements

Parent and/or guardian acknowledges that they have read and agree to abide by the guidelines stated above.

Guardian(s) name: _____

Guardian(s) signature: _____ Date _____