

Childcare Policies



CHILSON
Recreation & Senior Center

Welcome to the Hatfield Chilson Recreation Center's Childcare. We take great pride in offering childcare services, while you enjoy the variety of programs and amenities at the Chilson Center.

Please take a moment to review these guidelines to help ensure a positive and safe environment for everyone. We encourage your suggestions and comments and look forward to meeting your drop-in childcare needs at the Chilson Center!

Hours

Monday – Friday..... 8:45A – 1:30P

Monday – Thursday.....4:00 – 7:00P

Seasonal (Labor Day – Memorial Day):

Saturday..... 9:00A – Noon

Age Requirements

Ages 3 months through 8 years

Note: Reservations are **required** for infants 3 through 7 months old and are accepted up to seven days in advance by calling 970.962.2466 **during** childcare hours. A one-hour advance notice is needed to make or cancel infant reservations for the same day. A maximum of two infants may be accepted at any given time.

Fees

Daily Visit per child.....\$3.50

10-Visit pass.....\$31.50 (valid for 3 years)

Upgrades

Annual Pass.....\$90 1st child

\$60 each add'l child

Monthly Installment Pass.....\$7.50/month 1st child

\$5/month each add'l child



Time Limit

Maximum length of visit is 2 hours per child, per day.

Sign In

Parent, or person in charge, is required to sign child(ren) in and out at each visit. (Definition of person in charge: Immediate family members ages 18 years or older, i.e. brother, sister, aunt, uncle or grandparent of child.) While using childcare, parent or person in charge is required to be actively using the facility and **MUST** remain inside the Chilson Center at all times in case of emergency. Unless other arrangements are made, child(ren) will only be released to the parent or person in charge listed on the sign-in sheet. A photo ID will be required at check-out time.

Waitlist

In order to maintain a child to staff ratio of 8:1, we may need to start a waitlist during peak periods. Additional children will be admitted to childcare as openings become available. We apologize for any inconvenience this may cause and appreciate your patience and cooperation during these periods of high demand.

Shoes

Shoes (or socks/booties for infants) are **required** while using the childcare facility.

Note: When snow/rain boots are worn, please bring a pair of shoes to be worn while in childcare. Sandals with a back strap may also be worn. For the children's safety, **NO** flip flops allowed.

Personal Items

Items from home such as stuffed animals, dolls or toys will not be allowed in childcare. Please see staff for older children's use of puzzles, coloring sheets or fitness and game area.

Label Belongings

Please be advised to label all personal belongings, extra clothes and diaper bags on outside of bag. Bottles and sippy cups also need to be labeled on the outside. **Note:** For the safety of the children in childcare, NO medications are allowed in the childcare facility. Please make sure that all medications are removed from any personal bags or diaper bags prior to entering the childcare area.

Food | Drinks

Food/snacks are not permitted in childcare. Bottles and sippy cups are allowed (and encouraged) and should be clearly labeled on the outside. Please bring only plastic bottles to reduce the possibility of breakage. Milk, formula and clear or yellow juice (such as apple or pear) are allowed. **No dark colored drinks (such as grape, cranberry or plum) or soda are allowed in the childcare room.** Childcare staff will be able to refill water bottles at the drinking fountain if needed.

Diapers | Clothing

The use of disposable diapers is required for sanitary and health reasons. You must provide **your own** diapers and wipes. **Note:** Children in diapers, pull-ups, swimsuits or leotards **must have clothing over them** (such as pants, shorts, etc.). Parents will be paged to change their child if their child wets/soils through their clothing.

Healthy Environment

The childcare staff makes every effort to ensure a safe and healthy environment for all children. To that end, the staff reserves the right to deny service to children who have signs or symptoms of illness including fevers, bad coughs or any contagious conditions. These service guidelines are based on commonly accepted childcare practices. Should the staff deny service due to a contagious illness, a doctor's note may be required prior to re-admitting the child into the childcare room.

Discipline and Behavior Issues

Children are expected to behave appropriately for their age. If discipline is needed, we use positive reinforcement, redirection techniques and a discussion of the behavior. A time-out may be used for children 3 years and older. If these techniques are unsuccessful and a child continues to display behavior issues, parents will be paged so that they may handle the situation or pick up their child(ren).



Paging Parents

Occasionally, children may require individual or parental attention. Staff will attempt to comfort child(ren) for a maximum of 15 minutes. After that time, parents will be paged to pick-up their child(ren).

Storing Items

Due to safety concerns and limited space in the childcare room, we cannot store car seats, strollers, child carriers or similar equipment during your use of the Chilson Center. Please store these items in your vehicle.

Emergencies

In case of emergency evacuation such as a fire, parents should **NOT** go to the childcare room. Please use the nearest exit and meet your child on the west side of the facility, in front of the benches by the lagoon. The childcare staff will evacuate your child to this area. In the case of inclement weather, staff will take your child into the library. If you have any questions or concerns about the evacuation plan, please talk to the childcare staff.

Your suggestions and comments are always welcome.

Please feel free to let us know how we might better serve you and your family.

For more information, please contact the Chilson Recreation Center childcare staff at 970.962.2466 during childcare hours or email the Childcare Supervisor at jennifer.herron@cityofloveland.org