



FOR YOUTH DEVELOPMENT™
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

STAY PLAY EXPLORE



Kids Zone Parent Handbook
YMCA OF HARRISON COUNTY

WELCOME

Thank you for using the YMCA Kids Zone! As always with programs and services at the Y, when your family gets involved, you are not only supporting growth in the program participants but in our community too.

Your commitment to the Y and our causes of **youth development**, **healthy living**, and **social responsibility** helps us help others and make our community a better, stronger place.

We are excited to have your child here. We pledge to do all that we can in order to ensure that your child gets the attention and care that he/she deserves.

If at any point you should have questions, comments, concerns, or compliments please feel free to voice this. My door is always open. The Kids Zone Staff and I hope to continually improve our service and cannot do so without your input.



Sincerely,

Tyler Wesley

Program Director
YMCA OF HARRISON COUNTY
twesley@ymcaharrison.org

Hours of Operation

MONDAY-FRIDAY

8:30am-12:00pm

4:00pm-7:30pm

SATURDAY

9am-12pm

SUNDAY

Closed



Kids Zone Staff

The YMCA Kids Zone Staff are competent, caring individuals who exhibit personal qualities that exemplify the YMCA character values of honesty, caring, respect, and responsibility. We provide quality care for children ages 6 weeks to 12 years, in a clean and safe environment, while parents enjoy their own time at the Y. All staff are CPR and AED certified.

Use of Kids Zone

Children may use Kids Zone for up to two hours per visit. Kids Zone staff suggest only an hour and a half for infants.

Kids Zone is free and is a members / paying guest only benefit. You must show your key tag at the Kids Zone Door to take advantage of this benefit. Please see the Service Desk staff if you need a replacement key tag.

After dropping your child off, please leave the Kids Zone area as we do not allow parents or guardians to remain. If you would like to check on your child you may peek in the window, but please don't peck on the glass! If you are needed for any reason we will get you as soon as possible.

Sign In/Out Procedure

After presenting your membership key tag to the Kids Zone Staff, you must sign your child in before they will be permitted to the Kids Zone area. Once you have completed the form your child will be admitted to Kids Zone and you will be given a numbered sticker. This number will also be written on the form with your child's information.

When you return, give the numbered sticker to a Kids Zone staff member and they will match it to the number on your child's sign in. Sign your child out on the form and you'll be all set. If someone else is picking up your child please leave their name during check in. We will require a picture ID to match up the name and would prefer that they have the sticker, if possible.

Food

Food is not permitted in Kids Zone due to food allergies, sanitation, and safety. We are unable to bottle feed for these same reasons. If your child seems hungry staff may page you. Also, you are welcome to check you child out for a moment to feed him/her a snack and then return the child to Kids Zone when ready.

Personal Articles From Home

No toys or personal items from home should be brought into Kids Zone. This includes Gameboys, Nintendo Switches, and other electronic devices. These items create issues with sharing, not to mention broken hearts when items get lost or broken. Pacifiers and car seats are acceptable and encouraged.



Sick Child Policy

In order to keep a clean and healthy environment for all children and staff, we ask that you do not bring your child into Kids Zone if they are sick or display any signs of illness. Do not bring a child if they have the following symptoms:

- Fever, vomiting, diarrhea in the last 24 hours
- Any symptoms of usual childhood diseases (like chicken pox)
- Any skin infection (ringworm, poison ivy, etc.)
- Pink Eye
- Yellow or green discharge from nose
- Lice

Our staff have the right to refuse any child showing these symptoms. Also, to prevent illness, all children are required to clean their hands upon entering Kids Zone.

Inappropriate Behavior

Kids Zone Staff will use redirection to deal with most behavioral issues. If redirection does not work, your child will be put in timeout one minute per year of age. If behavioral issues persist Kids Zone Staff may fill out a Behavior Sheet, and ask you to sign it, to inform you of your child's behavior and their attempts to correct it.

The YMCA has a NO TOLERANCE stance on intentional hitting and other abusive actions. Our immediate response to intentional violence is as follows:

- **Strike 1** - parent will be called immediately and the child will not be allowed in Kids Zone for the rest of the day.
- **Strike 2**- parent will be called immediately and the child will not be allowed in Kids Zone for the next 3 days.
- **Strike 3** - parent will be called immediately and the child will not be allowed in Kids Zone for the next two weeks and parent will need to meet with the Program Director prior to re-introducing child back into Kids Zone.

Crying

Some children may have anxiety when entering Kids Zone. Don't be alarmed about leaving your child if he/she is crying. Kids Zone Staff will do everything they can to make your child comfortable and help them stop crying after you have gone. However, please keep your ears tuned for overhead announcements. If your child is crying uncontrollably for more than 15 minutes, we will ask that you come to Kids Zone to help calm your child. Staff will get you sooner at your request.

Leaving the Building

Kids Zone Staff do not suggest leaving the building, as it is easiest to get in contact with you when you are in the building, through overhead pages and staff searches. However, we also know that parents are busy and may have children on different areas of our property for different programs, such as soccer. If you would like to exercise outside on our property, our section of the walking trail, or visit the soccer fields please let the staff know before you leave. We also request that you leave your location on the sign in sheet along with your cell phone number. Please read the emergencies section below to know what we do in the event that we cannot reach you.

Emergencies

Should an injury, weather related issue or other emergency arise the appropriate parents or guardians will be called to Kids Zone. If for some reason there is not time to page, Kids Zone staff will keep the child in their care until the parent arrives. In the following instances, should you not get to your child before they relocate, these are the areas in which they can be found:

- Fire– Staff will take all children outside and to the right, near the tree line and the big rock.
- Tornado– Staff will take children to the Women's Locker Room.

In the instance that your child is severely injured and you cannot be reached, staff will call for medical help to get your child the proper medical treatment until you arrive.

Diapers

Please make sure that your child has a clean diaper when you drop them off. We do have a changing station available if you need to change them before checking them in.

Upon entering the room, your child's diaper will be checked on every half hour or more if your child displays signs that warrant checking. Staff will change your child's diaper as necessary. Please let them know if you do not wish for them to change your child's diaper.

You will be paged if your child's diaper needs changed and staff cannot do so per your request or if they do not believe you have provided wipes and diapers for the visit.

Please remember, the Y does not furnish or store diapers and wipes, so please bring these items from home. It is helpful if your child's diaper bag is labeled so that supplies can be easily found by staff when needed.





**Questions, comments, concerns, compliments? Please feel free
to contact:**

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