



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA of Central Ohio Child Watch/Kid's Time Guidelines

All of the following guidelines pertain to YMCA members/volunteers children as well as children of staff who are working in the facility where the Child Watch/Kid's Time is located.

Child Watch 6 weeks to age 11
OR

Child Watch 6 weeks to age 5 (kindergarten)
Kid's Time ages 6-11

Participation Time Limit: Any child age 6 weeks to 11 years may be in Child Watch for up to 90 minutes per day. Children can make 2 visits a day (AM & PM) but may not exceed 90 cumulative minutes.

Changing Diapers: Staff are not permitted to change diapers in Child Watch. If a child needs changed, a parent or guardian will be summoned to change the child using a changing table or locker room. Soiled clothes must be changed prior to returning to Child Watch.

Child Watch Restroom Policy: Children may use the restroom on their own if they are able. Staff will monitor the restroom door to make sure no other child enters the restroom. Staff will make sure hands are washed and restroom is clean after the child has used the restroom. If a child needs assistance, staff will stand at the door in plain view of the other staff member with the door cracked to assist the child. If a child needs help with removing clothing, it must be done by staff in plain view of another staff member.

Food & Drink: Food is not permitted in either program. Water bottles, baby bottles and sippy cups brought from home may be used in the program. Only water is allowed for any child that is not an infant who is still bottle fed. Water bottles and sippy cups will be kept on the reception counter and given to children by staff when they ask for them/need them. They must drink standing still or seated, and then return the bottle to a staff member who places it back on the counter. Please be mindful of allergies and choking hazards. Please serve your child a snack or meal, if needed, before leaving them in Kids Time or Child Watch. Child Watch does not bottle feed babies. Children have to hold the bottle or cup on their own. Parents are welcome to bottle or breast feed in Child Watch.

Toys: The YMCA provides toys for children while they are in our programs. Toys from home are not recommended. Toys that are mouthed or exposed to bodily fluids are to be disinfected after use. Mouthed toys should be placed in a designated container (away from children) until disinfected. These toys should not be put back into circulation until disinfected. All toys and equipment will be cleaned and disinfected at the end of each shift. Large items will be sanitized each shift and have a deep cleaning once a month.

Illness: Children are to be free from any communicable disease, which includes diarrhea, vomiting, rashes and any colored nasal, eye or ear drainage. Any temperature of 100 degrees or above will require removal from the program. Staff may also remove a child who is demonstrating obvious discomfort. The YMCA will provide documentation for exposure to communicable disease. Children must be free of all symptoms, without the use of fever reducing medication, for 24 hours.

Behavior and Biting: Staff will use redirection to deal with behavior issues. If redirection does not work, the parent or guardian may be asked to remove the child from the program. If a child bites another child, the parent or guardian may be asked to remove the child from the Child Watch for the day. Continued incidents of biting may lead to removal from the program. Staff reserve the right to determine if a child needs to be removed from the program for his/her or other children's wellbeing. Any time physical harm occurs an incident must be filled out to document the event.

Discipline: Discipline at the YMCA is based on an understanding of the child's individual needs and stage of development. Our goal is to develop self-discipline, responsibility of self, and respect for others. It is based on the use of positive reinforcement, reasonable expectations, logical consequences, distraction and diversion, removal from the group, and if necessary, removal from the program for the day. Staff should work with their supervisor (and Metro Director if needed) on repeated or severe behavior issues.

Staff: 2 staff are required to be in the program area at all times. At least one staff present must be certified in First Aid and CPR. There must be at least one staff member who is 18 years old or older for Kid's Time. Staff training in Child Abuse, Communicable Disease, and Child Development are recommended.

Crying: There is a 10 minute crying/screaming limit in child watch/kids time. Staff must do all they reasonably can to get the child to stop (re-direction, help, etc.). After 10 minutes, parents will be called to pick up the child.

Ratios: There is a suggested 1/8 ratio in the Child Watch (ratios may decrease if several infants under 18 months are present, or because of facility constraints). Kid's Time ratios are 1/18 or less for younger or special needs children.

Identification: Daxko will be used to identify children and guardians. Children can only be released to a parent/guardian/sibling who is 16 years of age or older. No child will be released to someone who is not listed in our system. Identification may be required if asked for. Staff reserve the right to ask for identification.



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Parents in the Program Area: If you feel that it is necessary to support your child by coming inside the Child Watch Center or Kids Time Program we ask that you spend no longer than 10 minutes. State mandates a criminal background check for all adults with access to children using these areas. If there are special circumstances concerning your child, please discuss this with the program supervisor.

Playground Use: Children over the age of 3 may use the playground at staff discretion as long as the following conditions are met:

- Weather is appropriate as determined by staff
- Staff can supervise children appropriately
 - If there are children under 3 in the program 1 staff member must stay inside with these children
 - Staff must be in plain view of each other at all times
- Children follow playground rules:
 - No jumping from jungle gym
 - No going up the slide
 - Any dangerous behavior
 - No picking up/throwing mulch

Infant Area: Children under the age of 2 are allowed in the infant area. This area is for children who need a safe space from other children due to size, mobility, etc. These children can be held by staff to comfort the child while in plain view of another staff member if needed and/or be placed in various infant equipment (rockers, bounce cradle, etc.). Children may also be kept in child carriers/car seats if the parents bring them in the carrier. Toys in this area are for infants only and will not be used by other ages. Other toys will not be permitted into the area.

Covid-19: The entire YMCA staff is working to provide a safe and clean environment for our community. In Child Watch, we make sure to clean every surface and toy after each shift. We encourage the use of hand sanitizer/handwashing before and after coming in to Child Watch. If a child is exhibiting any Covid-19 related symptoms we please ask that they be kept out of the program until symptoms subside or a negative Covid-19 test result. In the case of an exposure whether it be from a child or from a staff member, the YMCA will reach out to parents as soon as possible to inform them of the exposure and the proper protocol at that time. We aim to keep our community safe.