



## **KROC CENTER CHILDWATCH Parent Handbook**

Welcome to the Kroc Greenville Child Watch program. Child Watch is one of the many amenities offered to Kroc Center members and authorized guests. It is our mission to provide a safe and meaningful experience to children ages 3 months to 10 years old while their parents or guardians enjoy all that Kroc Greenville has to offer.

Child Watch is not a regulated child development center or daycare and will therefore provide limited services. This parent handbook and policy guide outlines some of the important policies and procedures that help us provide the safest, most enjoyable experience for every child in Child Watch. Please take some time to read through all of the information offered here and feel free to contact us with any questions you may have. Thank you for being a valued member of the Kroc Center.

### **Hours of Operation**

**Mon-Thurs: 8:00AM – 1:00PM, 4:00PM – 8:00PM**  
**Friday: 8:00AM – 1:00PM, 4:00PM – 8:00PM**  
**Saturday: 8:00AM – 1:00PM**  
**Sunday: CLOSED**

Child Watch may close 15 minutes prior to the posted closing time if there are no children in the facility.

### **Want to make a donation?**

Child Watch accepts donations of new or gently used toys, baby items, movies, books, and supplies such as wipes, tissues, etc.

# CHILD WATCH GUIDELINES

***To ensure the health and safety of your child, Kroc Center staff and all patrons of The Salvation Army Ray and Joan Kroc Corps Community Center observe the following policies and procedures:***

## **Eligibility**

Child Watch is offered for children of Kroc Center members and authorized guests for up to two hours a day. Children must be between the ages of 3 months and 10 years old in order to participate.

## **Individual Needs or Restrictions**

Kroc Child Watch is not a regulated child development center or daycare and will therefore only provide limited services. However, Child Watch staff members will do their best to accommodate the individual needs of every child. ***It is the responsibility of the parent or guardian dropping off a child to make Child Watch staff members aware of these concerns.***

## **Illness and Readmission after Illness**

If your child exhibits signs and or symptoms of illness that include but are not limited to a fever of 100.4 degrees or more, coughing, sneezing, runny nose, vomiting, diarrhea, cold, flu, sore throat, pink eye, hand foot and mouth, please do not bring your child to Kroc Greenville or Child Watch. If your child shows signs of illness while in Child Watch, you will be asked to remove them.

Please ensure any policies regarding COVID-19 put forth by Kroc Greenville are followed for the safety of Kroc Guests, Staff and Members.

## **Sign-In and Sign-Out**

***No child will be admitted to Child Watch without a parent or guardian present in the Kroc Center.*** Parents and guardians must sign each child in and out of Child Watch, completing the appropriate documentation for each visit. Children will only be permitted to leave with the parent or guardian who signed them in for the visit.

## **Food and Beverages**

Due to concerns about dietary allergies, please do not bring open food or beverages with your child into Child Watch. If for some reason your child needs to be fed during your visit, it will be the responsibility of the child's parents or guardians to sign your child out of Child Watch to feed them outside or in the Kroc Cafe.

If your child has any dietary allergies or medical conditions about which Child Watch staff should be aware, please notify a staff member upon your visit.

## **Personal Items and Toys**

Kroc Center Child Watch has been stocked with safe, age-appropriate toys, games, furniture, activity stations, and other fun things to discover and explore. We therefore ask that you do not bring personal items into Child Watch.

## **Appropriate Clothing**

Parents and guardians are asked to bring their children dressed in clean, appropriate attire, including shoes. Infants (non-walkers) are required to have their feet covered with either socks or shoes. If a child is wearing a diaper, parents and guardians are expected to ensure that the diaper is both clean and dry at the time of drop-off. Child Watch staff members are not responsible for changing diapers.

## **Bathroom Procedure**

Children who are being potty-trained or are potty-trained will be directed to the bathroom located in the Child Watch area. Staff will not accompany children into the bathroom and they may not assist with bathroom functions or changing clothes. Staff members can help with buttons or zippers when asked by the child. Staff will remain in the doorway of the bathroom, within earshot of the child. Parents must take their children to the restroom before signing them into Child Watch.

If you expect to enjoy the Kroc Center for more than an hour, please check back to Child Watch to complete a diaper change for your child if necessary.

## **Child Policy**

If Child Watch staff members are unable to console your child, you will be contacted and asked to pick up your child from Child Watch. We will make every effort to comfort all children who participate in Child Watch but do not want anyone to have an unhappy experience.

## **Discipline**

All children are expected to be respectful of others. If a child acts out aggressively or behaves in a way that consistently disrupts the experience for others, you will be contacted immediately.

## **General Expectations of Parents and Child Watch Staff**

As a parent or guardian, you can expect all Child Watch staff members to work with you to help your child feel secure and welcome in our facility. We strive to maintain a safe, supervised environment in which every child can have a positive experience.

Please remain on the Kroc Center property for the entire duration of your child's stay. We also ask that parents and guardians must follow the 2-hour per day time limit, as well as all the other regulations that have been laid out in the Child Watch Parent Handbook.

## **Acknowledgment of Child Watch Procedures**

Names of Participating Children (please print):

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Name of Parent or Guardian (please sign):

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I, \_\_\_\_\_, have read and understand the policies for Child Watch. I will offer my cooperation in following these policies and understand that, for the safety of all participants, my failure to do so may result in the loss of Child Watch privileges for a length of time as deemed necessary by the Director of the Kroc Center.

