



WELCOME:

COREkids includes two different options of child watch services. These services are only available for adults who are utilizing the facility and who remain in the building during the time their children are using the programs.

Both kidWATCH and kidFIT are provided for **two (2) hours maximum**. The service is highly monitored for safety and requires the same person to both drop off and pick up those participating in this service.

kidWATCH: Children 6 months to 6 years old are eligible to be in the kidWATCH area. This is a closely regulated, single entry space that is for babies, toddlers and young children to play, participate in activities and be social with others.

kidFIT: Children 6 - 12 years old can participate in controlled programming, designed to be similar to a physical education class, which will last for one (1) hour. kidFIT will begin every hour, on the hour, and children can take the class up to two (2) times per day. The programming will vary from day to day, and the kids will be taken to select locations throughout the building, depending on the activity for that day, and will remain there until they are delivered back to the kidWATCH room for adult pickup.

kidWATCH & kidFIT

Parent Information & Registration Packet

Hours

Monday - Saturday

8:00 AM to 1:00 PM and 3:00 PM to 8:00 PM

Sunday

Closed



About COREkids Staff:

Background checks are completed on all staff before they are hired. Advanced Child Care as well as CPR/AED/Current First Aid training are required for the entire staff.

*Please ensure Emergency Contact Information and Child Release Authorization Forms are up to date. It is your responsibility to inform us of any changes and fill out the proper documents.

Behavior Guidelines:

COREkids uses positive guidance methods to encourage appropriate behavior. Depending on the severity of the behavior, the CORE reserves the right to utilize these guidelines in any order:

1. Staff will redirect the child and discuss appropriate behavior.
2. Child will be encouraged to take “personal time” to regain composure and/or discuss other choices for behavior.
3. If a third reminder is given, a COREkids Staff Member will write a misbehavior report. A copy will be shared with the parent/adult who picks the child up that day. Further behavior issues will be addressed by the Facility Director.



Check in/out process:

We put safety first with a sign in/sign out procedure. We ask that parents/guardians check in at the Welcome Desk and ask for a COREkids entry card. Children then need to be signed in by a parent/guardian each time they visit COREkids. Whoever signs the child in must be the same person picking the child up, unless alternate plans have been arranged with staff prior to pick up time. If someone else will be picking your child up, **THEY MUST ALREADY BE ADDED TO THE NOTARIZED CHILD RELEASE AUTHORIZATION FORM.** (Please see the Welcome Desk for this form)

Waiting Lists:

A waiting list will be implemented when kidWATCH or kidFIT reaches maximum capacity. Parents will be given the opportunity to add their name to the waiting list and participants will be contacted in chronological order. When it is particularly busy, a CORE kids staff member will call you at your written estimated return time so please give yourself adequate time to use the facility.

Your Child's Comfort:

FOOD is not permitted in kidWATCH. Children should be sufficiently fed prior to arrival. COREkids staff are also not permitted to bottle feed infants or children while they are in kidWATCH. Closed drink containers with juice or water are permitted, but they must be labeled with the child's name. We ask that children not come in with chewing gum or any kind of hard candy.

DIAPER: Please be sure that your child has on a clean diaper when you sign them in to kidWATCH. KidWATCH is not a licensed Day Care Facility and therefore, we cannot change diapers. You will be immediately notified if your child needs a diaper change. kidWATCH offers a changing table for your convenience. All diaper changing supplies (including wipes and diapers) are the responsibility of the parent/guardian.

CRYING: Should your child become upset and remain upset for more than 15 minutes or requires more attention than we can provide, the COREkids staff will contact you immediately. Pacifiers and car seats are encouraged for infants; however, pacifiers must be attached to children with clips.

SPECIAL ACCOMMODATIONS: Parents are asked to clearly communicate any special circumstances or accommodations that their child needs prior to leaving them in COREkids. Our staff will make every effort to accommodate the child's needs. We recommend that a parent/guardian advise the COREkids Supervisor or Lead Specialist prior to the first visit. Accommodation request forms are located at the Welcome Desk and can be filled out by a parent/guardian and approved by the Facility Director.

COREkids POLICIES

1. Children must be signed in and out by the same person, unless they have a notarized document authorizing another person to pick up.
2. Parent/guardian will be contacted immediately if the child is continuously crying for more than 15 minutes, or requires more attention than we can provide without endangering the health, safety or well-being of the other children in our care.
3. While signed into kidWATCH, children must remain in kidWATCH areas at all times.
4. Parents must bring their infants and toddlers with full tummies, fresh diapers, clean and dry clothes, and clean hands and faces. COREkids staff members are not permitted to feed, administer medication, change diapers or assist children in the bathroom. Parents will be notified if any of these become necessary.
5. Strollers are not permitted in kidWATCH.
6. Toys from home are not permitted. COREkids has plenty of toys and activities for the children.
7. Electronic devices are not recommended. They are not permitted as part of the kidFIT program.
8. Food is not permitted in kidWATCH.
9. Children are required to wear clothing and shoes (crawlers may wear socks). Bathing suits and diapers must be covered.
10. All movies and shows are rated PG or lower and books are appropriate for the child's age group.

CONDUCT

Children:

1. Children must conduct themselves in an appropriate manner as CORE House Rules apply for kidWATCH and kidFIT.

Parents/Guardians

1. Parents/Guardians must let COREkids staff know where they will be in the facility while their child is in kidWATCH or kidFIT.
2. Parents/Guardians MUST remain on the premises at all times and be able to be reached. COREkids is not drop-off child care.
3. Children may participate in COREkids for a maximum of 2 hours per day.
4. Parents/Guardians are expected to pick up their child on time.

SICK CHILD

Under no circumstances may a parent or guardian bring a sick child to COREkids if the child shows any signs of illness (see symptoms below), or is unable to participate in their normal routine and regular program. Sick children may expose all children and staff members who they come in contact with. This is disruptive to other children and their families so your cooperation on this issue is extremely important.

Symptoms that would deny entry to COREkids:

1. Fever AND sore throat, rash, vomiting, diarrhea, earache, irritability and/or confusion.
Diarrhea: Runny, watery, bloody stools, or two or more loose stools within the last 4 hours.
Vomiting: Two or more times in a 24 hour period. Note: Please do not bring your child if they have vomited in the night.
2. Breathing trouble, sore throat, swollen glands, loss of voice, hacking or continuous coughing.
3. Runny nose (other than clear), draining eyes or ears.
4. Frequent scratching of body or scalp, lice, rash, or any other symptoms that resemble childhood diseases, including ringworm and Hand, Foot and Mouth.



Registration Form

Child's Name: First _____ Last _____

Birthdate: ____ / ____ / ____ Age: ____ Gender: ☐ M ☐ F School/Grade: _____

Ethnicity (Optional) ☐ Caucasian ☐ Asian/Pacific Islander ☐ Hispanic ☐ African American
☐ Native American ☐ Other

Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____

Home Address: _____ City: _____ ZIP: _____

Home Phone: _____

(*Both Parents/Guardians need to be present at the time of registration, if they will be picking up/dropping off.)

A photo of parents/guardians will be taken at the time of registration.

If additional parties need to be added to pick up/drop off child(ren), please see the Welcome Desk for the Child Release Authorization form.

Parent/Guardian Name 1: _____ **Relationship:** _____

Birthdate: ____ / ____ / ____ Employer: _____

Phone : _____ ☐ Cell ☐ Home ☐ Work

Phone : _____ ☐ Cell ☐ Home ☐ Work

E-mail _____

Parent/Guardian Name 2: _____ **Relationship:** _____

Birthdate: ____ / ____ / ____ Employer: _____

Phone : _____ ☐ Cell ☐ Home ☐ Work

Phone : _____ ☐ Cell ☐ Home ☐ Work

E-mail _____

Please list current medical conditions and/or allergies:

Does your child require special accommodations? ☐ YES ☐ NO Please explain:

I have read, understand, and agree to the terms of use and guidelines of the COREkids Parent Information & Registration Packet. I certify the above information is complete and accurate.

Parent/Guardian 1 Signature: _____ Date: _____

Parent/Guardian 2 Signature: _____ Date: _____