

CHILD WATCH PARENT HANDBOOK



Play & learn together



The Mission of the Northfield Y is to build strong kids,
strong families, and a strong community.

WHO WE ARE

The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility.



GOALS & OBJECTIVES

The goals and objectives of Northfield Y Child Watch are to:

- Help children develop to their fullest potential
- Deliver child care in a safe, fun, welcoming and positive environment
- Teach, model, celebrate, practice, praise, and reinforce the four values of character development: caring, honesty, respect, and responsibility
- Foster health and well-being for children & families
- Have FUN!

ACTIVITY AREAS

Northfield Y Child Watch staff work to provide a diverse range of activities, ensuring all children will become engaged and active. Balancing creativity, physical activity, education and quiet time is important for all ages at Child Watch. Here are just some of the activities your child will engage in:



- Dramatic Play
- Active Play
- Books & Games
- Science & Learning (water/sensory table)
- Arts & Crafts
- Outdoor Play – please provide a coat for your child when weather is colder or instruct staff that you do not wish for your child to go outside.

We have a special area specifically designated for infants. This helps encourage development and learning in a safe area.

CURRICULUM

Child Watch staff strive to develop rich curriculum behind each activity. Curriculum is diverse in its subject and delivery methods. Your child will be able to experience:

- Art & Creativity
- Character Development
- Healthy Living
- Literacy
- Social Responsibility
- Science, Technology, Engineering & Math (STEM)



POLICIES & PROCEDURES

The following information is important for the safety and protection of your child:

- Parent, guardian or authorized person must accompany child into Child Watch to check him or her in. However, only staff and certified Child Watch volunteers can come into the recreation area.
- Children are to be picked up and signed out by an adult connected to their family membership or whomever dropped them off. If you need to make a different arrangement, a signed and dated note needs to be left with a Child Watch Staff upon check in. Staff will match the name on the note with the ID of the adult signing the child out.
- Children can be left in Child Watch for up to 2 hours per session.
- We will notify you if your child shows symptoms of an illness. Please pick up your child as soon as possible thereafter.
 - Limitations on attendance and/or required pick-up due to illness will be as follows:
 - Severe bleeding
 - Allergic reaction
 - Possible sprain or break
 - Contagious illness
 - Vomiting or diarrhea
 - Child's temperature of 100° or over
 - Adult Members and Community members must remain in the building while their kids are in Child Watch.
 - Family Members can leave their children in Child Watch and leave the building, if they meet the following criteria:
 - Children must be out of diapers
 - Adults leave cell phone number they can be reached at and disclose biking/running/walking course to us in case of emergency
 - We are mandated by state law to report any suspected



cases of child abuse or neglect to the appropriate authorities for investigation.

- Due to the fact that we are not a licensed daycare, we cannot change diapers. If we suspect a child need a diaper change, a staff member will locate the parent in the building to notify them.
- Weapons of any kind are not permitted on Y property at any time.
- Electronic devices are not allowed in Child Watch.
- The Y is not responsible for lost items.
- Food is not allowed in Child Watch. Children may bring their own water bottle if they choose.

DISCIPLINE POLICY

Northfield Y staff members strive to provide a safe and fun environment for all program participants. Aggressive behavior is managed through redirection, discussion and behavior modification. Our goal is the safety of all the children in Child Watch and we strive to work collaboratively with all youth and their families.



STAFF

The Youth Development Program Director, Child Watch leads and staff hold each child's primary safety and well-being at heart. Employees have been selected based on their educational background, experience and commitment to working with children. Criminal background checks are done for all staff prior to employment. Continual training is provided throughout the duration of employment including, and not limited to CPR, First Aid and Child Abuse Prevention. We maintain a direct staff to child ratio of no greater than 1 to 15.



INCLUSION STATEMENT

The Northfield Y welcomes all children. We aim to nurture the potential of every person we serve, to meet them where they are, and harness individual diversity to support the growth and development of all. The Northfield Y is committed to ensuring that individuals with disabilities are able to utilize and enjoy all facilities, programs and services. We embrace diversity and are committed to serving everyone.

CHILD WATCH HOURS

MONDAY	8am - noon, 4 - 8pm
TUESDAY	8am - noon, 4 - 8pm
WEDNESDAY	8am - noon, 4 - 8pm
THURSDAY	8am - noon, 4 - 8pm
FRIDAY	8am - noon, 5 - 7pm
SATURDAY	8am - noon
SUNDAY	closed

