



Child Sitting

1. Please read this entire packet.
2. Confirm with Member Services that your child is listed on your Family membership account.
3. After reading the packet, please bring the completed and signed Emergency Form & Parent Agreement, found at the end of this packet, to the Child Sitting Room on your child's first day.

Updated: 11.8.23



Welcome Families ~

Child Sitting is available for members only. Children **ages 2 months to 8 years** are allowed in the room, whose parents or guardians are taking fitness classes or using the facilities of the Ridgefield Recreation Center (e.g., Wellness Center, Pool/ Lap Swim or Trails).

Please take time to carefully read the following procedures and policies:

Hours of Operation

Hours	Monday – Friday	8:30 – 12:30
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Schedule Subject to Change

Overview

- 1) Time Limit per family is 75 minutes per day.
- 2) Space is limited...first-come, first-served.
 - a. Due to state regulation, we can allow up to 8 children in the room at one time with 1 Child Sitting attendant (ie, 2 infants, 2 toddlers and 4 children).
 - b. Number of children allowed in the room will vary depending on the age of children in the room and number of attendants on staff.
 - c. Infant = 2 – 15 months Toddler = 16 – 32 months Child = 33 months – 8 years
- 3) Check-in will take place at the door of the Child Sitting room. Parents are asked to wait outside the room.
- 4) The Child Sitting Emergency Form & Parent Agreement must be turned in on a child's first day in the room (see form at the end of this packet).
- 5) Children **MUST** be checked in and out by the **same** parent or guardian, unless arrangements are made when checking in with the Child Sitting Attendant.
- 6) No food or drink are allowed in the room.
- 7) No diaper changing allowed in the room; parent will be called if necessary.

Payment

- **All-Inclusive FAMILY Members = Free**
 - ✓ If you've recently joined, please bring a copy of your Membership Receipt.
 - ✓ Child must be listed on the family membership account.
- **All other Members = \$8 per 75-min session/per child \$4 per sibling (maximum \$20 per family), and please:**
 - ✓ To allow time for payment, arrive 10-15 minutes before your desired drop-off time.
 - ✓ Upon arrival, check with Child Sitting Attendant **first**, to ensure there is space for your child(ren). Then, proceed to front desk to pay; child must be on the family account.
 - ✓ Bring receipt from the front desk back to the Child Sitting room to begin check-in process (described below).
 - ✓ If you pay before checking with the Child Sitting Attendant and the room is full, there is no refund available. All are welcome to wait for a spot to open.

Room Environment -

We have music, coloring, toys, puzzles and books in the room for children to enjoy. We monitor activities and strive to maintain a safe and hygienic environment. Please note:

- No food or drink allowed in the room.
- No toys from home are allowed.
- Toys and coloring supplies are sanitized when used, at least once a day.

What to Bring Each Day -

- Fresh change of clothes for ages 2 and under, in a plastic or reusable bag.
- Changing of diapers is not allowed by Child Sitting Attendants – parent will be called if necessary.
- **Pacifiers must be clipped to child's clothing.**

Arrival/ Check-in -

- Please arrive 5-10 minutes prior to your desired check-in time, to confirm availability. Washing hands or using hand sanitizer prior to entering the Child Sitting Room is appreciated.
- Check-in is conducted outside the Child Sitting Room and parents will complete the check-in process with the staff.
- Please minimize belongings brought inside the Rec Center. A small coat rack/ cart is available outside the room.
- Infants are allowed to enter the room in a car seat or stroller if sleeping.

Check-out -

- Check-out will take place in the same location as check-in.
- The same parent or guardian who checked in **must** pick up, unless arrangements are made and a form is completed with the Child Sitting Attendant at check-in.

Bathroom -

- There is a bathroom available inside the Child Sitting Room for children 3 and up, who are already potty-trained. Child must be able to use the bathroom independently.
- Attendants will keep the door slightly ajar while the child is in the bathroom for any child under 6 years of age.
- Children will be instructed to wash their hands after using the bathroom.

Health & Hygiene -

- Staff has been trained in cleaning and disinfecting all necessary items and surfaces throughout the day.
- Staff has also been trained in how to educate children on appropriate hand washing techniques for themselves.
- Older children will be reminded proper etiquette for coughing and sneezing. Younger children will be taught these, if age-appropriate.
- Please remember to STAY HOME if you or your child are feeling under the weather.

Stay on Premises -

Parents must remain on the premises to use the Child Sitting service. A parent or guardian may go outdoors, on the campus trail, but must leave their cell phone number. Parents or guardians who leave the Rec Center premises will be permanently barred from using our services.

Feeding -

Please feed your child BEFORE coming to the Child Sitting Room. We cannot feed children nor give BOTTLES or CUPS. If your child needs to be fed, we will notify you at your activity and request that you return to the Child Sitting Room.

Diapers -

Please make sure that your child has a clean diaper before check-in, our staff cannot change diapers. If necessary, we will notify you at your activity.

Medication -

We do not administer medication nor can medications be left in the room or on the coat rack/cart outside the room. If your child requires the use of emergency medications, please reach out to us prior to using our Child Sitting services.

Your Child -

Please let us know about any fears, special needs, or other information that can help us make your child's time in the Child Sitting Room happy and safe.

SICK POLICY

If we notice any of the following, WE WILL CALL YOU BACK FROM YOUR ACTIVITY to pick up your child:

- ☹️ runny nose and cough due to a cold
- ☹️ temperature 100-degrees or above

If your child shows symptoms of illness or a fever, **please wait 24 hours after symptoms have passed (without fever-reducing medication)** before bringing them to Child Sitting.

If your child tests positive for COVID, **please wait a minimum of 5 days after the test, plus a minimum of 24 hours after symptoms have passed (without fever-reducing medication)**, before returning to Child Sitting.

Thank you for helping to keep the Child Sitting Room healthy and happy. 😊



CHILD SITTING

Emergency Form & Parent Agreement

Last Name (Child's): _____

Parent(s)/Guardian: _____

Child: _____ DOB: _____

Child: _____ DOB: _____

Child: _____ DOB: _____

Address: _____ Home Phone: _____

City: _____ State: _____ ZIP: _____

Parent/ Guardian Cell: _____ Work: _____

Parent/ Guardian Cell: _____ Work: _____

Name and Cell # of person other than parent who may drop-off:

Allergies: _____

Likes & Dislikes: _____

Special Needs: _____

Waiver of Town Liability: I recognize that by the nature of children's play and activities, my child might suffer an injury. In the event of an injury to my family member or myself, I give permission to the Child Sitting Staff and to the Parks & Recreation staff to seek medical assistance. I give permission to emergency personnel and to any attending physician to render such treatment, and agree to pay for the treatment. I release Parks & Recreation, its employees, instructors and the Child Sitting program of all liability. I understand that this release applies to any present or future injuries.

I have reviewed, understand and agree to the Child Sitting program policies & procedures. I have also read, fully understand and agree to the above waiver statement.

Date

Parent or Guardian