

## HOURS OF OPERATION

Monday–Thursday  
8:00 AM–8:00 PM

Friday  
8:00 AM–6:30 PM

Saturday  
8:00 AM–12:00 PM

Closed Sunday

*We will close 30 minutes early  
if no children are present.*



# CHILDWATCH

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## Parent Handbook

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## YMCA OF GREATER MICHIANA

### YMCA O'Brien Center

321 E. Walter St., South Bend, IN 46614  
(269) 299-3482 • ymcagm.org



**YMCA OF  
GREATER  
MICHIANA**

## WELCOME TO YMCA CHILDWATCH!

The goal of YMCA O'Brien Center Childwatch is to serve the best interests of the children in our care. Our rules help us run our Childwatch in the smoothest way possible and allow us to address the health and safety concerns of your child. **If you have any questions, please contact Maycie Wise, Youth Development Director at [mwise@ymcagm.org](mailto:mwise@ymcagm.org).**

## CHILDWATCH

AGES 6 WEEKS–12 YEARS

Open year-round!

- Household Memberships: Free
- Daily Drop-In: \$5

Childwatch will close 30 minutes early if there are no children in the room. Hours are subject to change based on usage. Payment must be made beforehand. Please give your receipt to Childwatch staff when signing in your child(ren).

## RULES & REGULATIONS

- **Please do not open gate in Childwatch room at any time.**
- We have a 3-hour time limit per child per day.
- Only a parent or legal guardian on file may sign in and out their own child(ren).
- You must remain in the facility at all times while child(ren) are signed in.
- If a child has been crying consistently for 15 minutes and is inconsolable, the parents will be notified to come back to the room.
- Toys from home are not allowed. If brought, we will ask to put them away. We are not responsible for any lost or broken toys.
- We are a technology-free zone to encourage kids to use their imaginations and explore.

## SNACKS & DRINKS

- Sippy cups and water bottles are acceptable, but must be clearly labeled with your child's name. They may contain water, except for baby bottles containing milk, breast milk, or formula for infants.
- We are a Nut FREE zone.
- Snacks are permitted in the Childwatch area.
- Snacks should be provided by parent/guardian and be already prepared. Food should be like what you would send to school.
- Staff cannot warm foods in the microwave apart from baby food/formula
- If the room is busy, a parent/guardian may be asked to come to the room to tend to feedings.
- Please alert staff to any allergies your child may have.
- Please no gum in the Child Watch areas.

## BATHROOM NEEDS

- Diapers must be freshly changed before signing into Childwatch.
- You will need to leave a diaper bag with diapers, wipes, extra clothes, and other items your child might need.
- If your child needs assistance in the bathroom, we will assist as much as possible before calling you.

## STAFF CERTIFICATIONS

Our Childwatch staff hold a variety of certifications to ensure we offer the best care possible. All Childwatch staff are provided CPR, first aid, Infant Safe Sleep, Child Abuse & Neglect, Bloodborn Pathogens, and Health & Safety Training.

## ILLNESS

To keep all children healthy, we ask that children who show signs of illness, such as fever, diarrhea due to illness, persistent cough, thick green nasal discharge, vomiting, pink eye, or unexplained rash stay home from Childwatch. If your child has been prescribed an antibiotic, we ask that they have a full 24-hour dose before returning. Those with fever must be fever-free without medication for 24 hours before returning.

- We reserve the right to refuse entry if we feel your child is too ill to attend.
- If your child becomes ill while in our care, we will contact the parent immediately.
- Please contact us if your child becomes ill after attending Childwatch.

## BEHAVIOR

Our goal is to provide a safe, healthy, happy environment for your children while they are at the YMCA. Childwatch is committed to building the self-esteem, character, and positive self-concept of each child. If a behavior issue arises, such as biting or hitting, we will use positive approaches like time away or redirection to encourage appropriate behavior. In cases where these approaches are not successful, we will do all that we can to work with the parent(s) to resolve issues.

## SAFE SLEEP

At the YMCA, your child's health and safety is our priority. Our childcare programs follow safe sleep practices from state licensing and the American Academy of Pediatrics.

### WE WILL

- Make sure your baby is safe.
- Provide care and nurture them.
- Make sure they are fed and provided for.
- Be on the floor with them during tummy time.
- Ensure they are aligned with safe-sleep standards

### WE WON'T

- Use blankets or pillows. (*Under 12 months old*)
- Allow your infant to sleep in a car seat.
- Allow your infant to sleep in a bouncy seat.
- Allow your infant to sleep in a swing.