

# Kid Zone Policies

## Ages

For kids ages 2-11

## Check-In

All children must have a parent/guardian (18+) sign enrollment form. For your child's safety, a parent/guardian is required to sign their child in and out of Kid Zone. The parent/guardian who signs the child in must also sign the child out, unless prior arrangements have been made with Kid Zone staff. No one under the age of 18 is allowed to check kids in and out of the Kid Zone.

## Checklist

Review this checklist to make sure your child is ready for Kid Zone.

- My child is wearing shoes and socks, and is dressed for play, crafts, etc.
- My child is in a clean diaper or has used the restroom.
- My child is well fed
- All personal items are labeled with my child's name.

**Time Limits:** The Sabetha Health & Wellness Center Kid Zone is not a licensed child care center. The time limit per child in the SHWC Kid Zone is 1 hour.

**Clothing:** For your child's safety, socks are required to be worn at all times. Winter items may be stored in the Kid Zone, but must be kept in an enclosed bag.

**Crying:** for the comfort of all Kid Zone participants, we will page a parent if attempts to calm a crying child are unsuccessful for 10-15 minutes. Once paged, the parent must check the child out of Kid Zone.

**Food & Drink:** If you provide a drink for your child, please only bring water. Drinks must be in spill-proof cups. No candy, gum, raisins, peanut products or meals are allowed.

## **Leaving the Sabetha Health & Wellness Center:**

Kid Zone is not a licensed child care facility, therefore, a parent/guardian MUST remain inside the facility during the child's stay. Failure to comply will result in revocation of Kid Zone services.

**Illness:** Children showing signs of illness will not be allowed in Kid Zone. A child must be symptom-free for 24 hours in order to return. A doctor's note may be requested. If your child has a communicable illness or head lice, please notify the Kid Zone staff immediately so appropriate action can be taken.

**Diapers:** Please ensure children arrive in a dry and clean diaper. We will not change diapers to take children to the restroom. All children in the Kid Zone must be accompanied by a parent/guardian to the restroom. Parent/Guardian will be paged and must come to take child to restroom.

**Lost & Found:** The SHWC is NOT responsible for belongings left behind. Items will be placed in our lost and found department at the front desk for one week.

**Medical Incident Procedures:** In the event of an accident or injury or medical incident, a child's parent/guardian will be paged immediately, and a Kid Zone staff member will call 911 as deemed necessary.

**Evacuation Procedures:** In the event of a fire or other evacuation situation, the Kid Zone staff will escort all children out the emergency exit to the designated safe area. Parents will be allowed to check out their child once the situation is safe and all the children are secured.

**Tornado Procedures:** In the event of a tornado, Kid Zone staff will escort children to assigned tornado shelter area located in the Sabetha Community Hospital. Parents will be allowed to check out their child once all the children are safe.

**Late Pick-up:** Late pick-up may result in additional fees or loss of service.

**Qualified Staff:** Our caring and professional Kid Zone staff and volunteers are certified in CPR and First Aid to ensure the safety of your child during their visit. Security cameras will be in place in the Kid Zone room and all video footage will be recorded and monitored.