

Child Care Rules & Regulations



Luther's Jungle

Ages: 4 – 9 years old

Luther's Jungle Hours of Operation:

Monday – Friday: 9:00 am – 1:00 pm Monday – Friday: 4:30 pm – 7:30 pm Saturday: 8:30 am – 5:00 pm Sunday: 2:30pm - 5:30 pm



Ricky's Tiny Tikes

Ages: 6 months - 4 years old

Ricky's Tiny Tikes Hours of Operation:

Monday – Friday: 8:30 am – 1:00 pm Monday – Thursday: 4:30 pm – 7:30 pm Saturday: 8:30 am – 11:30 am

Sunday: CLOSED

Child Care Fees:

VRC Member: \$2.00/visit

Non-Member: \$3.00/visit

For convenience and savings, the VRC also offers a 10-visit and 20-visit child care card that will serve like a debit card, allowing patrons to deduct childcare fees each visit from their account.

VRC Member: \$18.00 = 10 visit card

\$35.00 = 20 visit card

Non-Member: \$23.00 = 10 visit card

\$45.00 = 20 visit card

Basic Rules and Regulations of Child Care:

- The Child Care Waiver must be completed and on file for the current calendar year before a child is permitted in the Child Care
 areas.
- Parents/guardians are required to properly sign their child in and out of the Child Care areas. A photo ID may be required when signing out a child.
- Parents/guardians must remain in the facility or the Sports Complex at all times while their child is visiting the Child Care
 areas. If the parent is at the Sports Complex, a valid cell phone number must be given to the Child Care Attendant.
- The Child Care fees must be paid at the Front Desk. A receipt is issued upon payment and must be presented to the Child Care Attendant.
- Child Care Services are available for a maximum of 3 hours per child.
- · Children are not permitted to be signed out with another person unless authorized by the parent/guardian.

VRC Staff Reserves the Right for the Following Disciplinary Procedure:

- Verbal Warning by the Child Care Attendant will be issued.
- Based on individual situations, a "time out" area may be used by the Child Care Attendant.
- If first two levels of discipline are not effective, staff will complete a behavior report and/or notify parent/guardian to remove child from the Child Care area.
- If three behavior reports are written within a six month period, the child is not permitted in the Child Care area for six months.

Rules in Regards to Food:

- Drinks must be in a spill-proof plastic bottle or cup with lid.
- Non-messy finger foods are permitted.
- · Chewing Gum and Candy are not permitted.

Rules in Regards to Safety:

- If a child is hurt or injured, staff will notify parent/guardian who checked child in. An Incident Report will be completed by staff. A parent/guardian signature is required.
- Socks must be worn at all times in the Child Care areas.
- Fighting, horseplay, and unsafe behavior are strictly prohibited.

Rules in Regards to Illness/Hygiene:

- Please help us to make our Child Care areas a healthy and safe place for our children. If your child has any of the following symptoms, please do not bring them into the Child Care area: Runny nose with colored discharge, fever, diarrhea or vomiting in the last 24 hours, rash, eye drainage, and lice.
- If the VRC staff determines a child is sick, a staff member will make contact with the parent/guardian to remove child from the Child Care area.
- VRC Staff does not administer any medications.

Luther's Jungle Rules & Regulations:

- Luther's is open to children ages four to nine years old. There is no longer a height requirement.
- Luther's will not exceed a capacity of fifty children.

Ricky's Tiny Tikes Rules & Regulations:

- Ricky's is open to children ages six months to four years old.
- Ricky's will not exceed a capacity of twenty-five children.
- If a child continuously cries for more than twenty minutes, a staff member will notify the parent. The Child Care Attendant may request the child leave the Child Care area.
- VRC Staff does not change diapers. The parent/guardian will be notified if a diaper needs changed.
- If your child does not walk, they may be kept in a playpen or excersaucer. If a staff member is available they will hold the
 child or play with them on the floor.