



## Vandalia Recreation Center Rules & Regulations

### Luther's Jungle

- Luther's will be open to children ages four years and older, and no taller than 56 inches tall.
- Parents/guardians will be required to properly sign their child in and out of Luther's Jungle.
- A photo ID may be asked to be shown when a child is signed out.
- Parents/guardians must remain in the facility at all times while their child is visiting Luther's Jungle.
- Luther's will handle a capacity of fifty children per hour.

### VRC Staff Reserves the Right for the Following Disciplinary Procedure

- Verbal Warning by VRC Staff to Child
- "Time Out" area will be used by VRC Staff (based on their judgement of individual situation.)
- If first two levels of discipline are not effective, staff will write a behavior report and/or notify parent/guardian to remove child from the Child Care Center.
- If 3 behavior reports are written within a 6 month period, the child will not be permitted in the child care area for the remainder of the calendar year.

### Rules in Regards to Food

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

### Rules in Regards to Safety

- If a child is hurt or injured, staff will notify parents immediately of the problem. Staff will then fill out the appropriate incident/accident report form.
- Socks must be worn at all times in the Jungle.
- Fighting, horseplay, and unsafe behavior are strictly prohibited.

### Rules in Regards to Illness/Hygiene

- Please help us to make Luther's Jungle 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, an employee will get parent/guardian to remove child from the Center.
- VRC Staff is not permitted to administer any medications at any time.

