



# ANGELZ FUNTIME

*(Party, Play and Learn)*

## **Policies & Guidelines**

*Angelz Funtime* is proud to provide an environment which is both fun-filled and educational for your child. We have established our policies and guidelines to ensure that all children at *Angelz Funtime* are safe, secure and receive the best quality care while participating in activities that are fun and stimulating.

## **Security**

*Angelz Funtime* utilizes video surveillance cameras to record activities in the children's play area.

Check-Out: Parents and guardians must checkout at the front counter. Only those persons listed on the registration form will be able to pickup a child. A photo ID is required and must be shown to our staff at the time of pickup. Only after confirming the photo ID, a child will be released out of our care.

## **Safety**

We closely monitor and inspect all toys to be sure that they are safe and appropriate for the children in our center.

## **Registration**

- Upon your first visit to *Angelz Funtime*, we ask that you complete the registration and release forms as well as thoroughly read our policies. It is very important for the health and safety of all children that you abide by our policies.
- Because *Angelz Funtime* is a drop-in only childcare center, parents must be easily reached by cell phone or pager and able to return to the center within 15 minutes.
- There will be a late fee of \$1 for every two minutes that a child is picked up after closing.
- Please make sure that you contact us if you are going to be late. We will call the police if we have not heard from parents one hour after closing.
- Payment is due when the child is picked up. We accept cash, MasterCard and Visa. We do not accept personal checks.
- There is a 1 hour minimum charge.
- Reservations are not required to attend *Angelz Funtime* but are encouraged because we cannot accept children once the center is full.
- We only accept children 18 months to 12 years



### **Peanut Free Facility**

Please do not bring any type of food that could potentially contain peanuts as many young children have a severe allergic reaction to peanut products. *Angelz Funtime* will not serve food containing peanuts.

### **Healthy Children**

We at *Angelz Funtime* cannot accept sick children. Please do not bring your child to our center if they have had a fever or vomited in the past 24 hours. Also, please do not bring a child if they suffer from a sore throat, rash, cough, diarrhea, or pink eye. *Angelz Funtime* reserves the right to refuse ill children. Your cooperation in this matter is greatly appreciated.

If a child becomes ill during the course of their stay, they will be separated from the other children and their parent will be contacted immediately and asked to pick up them up in a timely manner.

The following are guidelines of symptoms of children considered ill:

- A temperature of 100 degrees or higher
- Red, watery eyes (pink eye)
- Undiagnosed rash
- Excessive runny nose/ sneezing
- Excessive cough
- Sore throat

Children must be up to date on their immunizations. Children who have not been immunized will not be accepted into the center.

*Angelz Funtime* staff members have First Aid training and will treat minor cuts and bruises. In case of an emergency, we will transport a child to the nearest medical facility for treatment at the parents' expense.

**\*\*Angelz Funtime will not administer medication of any kind. \*\***

### **Personal Belongings**

Please do not let the child bring any personal toys. We are not responsible for lost toys brought from home. Please ensure that sippy cups are clearly labeled with the child's name.

### **Clothing**

Children must always wear socks while on the premises. If a child is without socks, we have socks of various sizes available for purchase.



### **Potty Training**

If your child is being toilet trained, please let our staff know and we will do our best to continue their routine. Please provide supplies like diapers, wipes, and a change of clothes for your child. A fee of 75 cents will be charged for every diaper provided.

### **Emergency procedures**

All staff members are CPR and First Aid certified and are trained to handle emergencies. Despite all safety precautions, accidents are possible. Parents will be notified in the event of an accident. Please be advised that in the event of a serious or life threatening emergency, we will notify emergency personnel first and parents second.

### **Discipline Policy**

At *Angelz Funtime*, discipline methods consist of redirecting, distraction, verbal problem solving, praise and as a last resort, time-out. Though we try our hardest to help each child fit into the group-play atmosphere, some children may have difficulty adjusting. In these instances, we may encourage parents to wait a few months, and then try again. If we experience repeated difficulties with any child, we do reserve the right to refuse admittance to a child whose behavior compromises the safety and well being of other children.