



Anthem Community Center Policies and Procedures

RESIDENT USE

Policy/Purpose:

To ensure a positive and fun environment for the children, parents and staff involved.

Procedure:

Adventure Club is available for children ages 6 mos. to 12 yrs.

We welcome placement in Adventure Club for a maximum of two hours per day.

Parent(s) or guardian(s) must personally sign their child in and out of Adventure Club in a legible manner. Parents will show a picture ID to pick up their child. A child will only be released to the parent or guardian showing their picture ID.

Parents **MUST** remain at the Community Center while their child is in Adventure Club.

A file containing a signed resident agreement will be kept for each child after his or her first visit.

Adventure Club is not responsible for changing diapers. There is a restroom inside of Adventure Club for participant use only.

Adventure Club staff will alert parents via intercom systems or cell phone in the event of a diaper or discipline issue.

Walking children must wear shoes at all times inside of Adventure Club. Non-walking children must have socks on at all times.

If applicable, parent(s) or guardian(s) will be responsible for attaching a pacifier to their child's clothing so it does not get lost or used by another child.

Toys from home are **NOT** permitted.

Children can bring a beverage in a closed container labeled with their name. Water will be available from the drinking fountain in Adventure Club. Children can bring a **NUT FREE** snack but it must be eaten at the table and not shared.

Any child with a contagious illness will not be admitted to Adventure Club. Anthem Community Center staff reserves the right to refuse service for matters of health, hygiene and behavior. Children must be without fever for at least 24 hours without the use of medication.

Fee structure 2022

Adventure Club (ages 6 mos.-12 yrs.) is \$5 per child for the first hour and \$2 per child for the second hour.

Payment is due at time of drop-off.

Maximum stay is two hours.

Hours

Monday-Friday: 8 a.m.-12:30 p.m. and 4:00 p.m -7:30 p.m.

Saturday: 8 a.m.-12:30 p.m.

Privileges can be suspended for failure to follow any policies.

This is not necessarily an exhaustive list of all policies, procedures and rules associated with Adventure Club. While this is intended to be an accurate reflection of overall procedures, management reserves the right to revise any policies, rules, schedules, etc., as circumstances change (e.g. emergencies, changes in personnel, workload, etc.).

Distribution:	ACC Community Center	Subject:	Adventure Club Resident Agreement
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Revision Date:	12/20/2021	Approved by:	Scott Newell, Community Center Director

CHILD'S NAME _____ DATE OF BIRTH _____

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ACC Community Center Adventure Club agrees to care for the undersigned resident's child whose name is listed above for a period of time not to exceed two hours per day, during the hours of operation of the Adventure Club facility.

The undersigned represents that:

- They are the parent or the legal guardian of the child. *ACC Community Center Adventure Club* reserves the right to require written proof that the undersigned is the parent or legal guardian.
- The child is in good physical and mental health and does not require any special care.
- The child does not suffer from any contagious or infectious disease, and has been immunized against such. *ACC Community Center Adventure Club* reserves the right to require written proof of immunizations.
- The parent/legal guardian will remain in the Community Center facility while the child is in *Adventure Club*.

The undersigned acknowledges that:

- They have read and understand *ACC Community Adventure Club* policies and procedures.
- They must provide proof of identification upon admitting and reclaiming the child from the *ACC Community Center Adventure Club*.
- *ACC Community Center Adventure Club* reserves the right to deny admittance to the childcare area at the sole discretion of the management.
- The parent waives its right to sue for damages caused by the child, or injuries suffered by the child during our period of care.

PARENT OR GUARDIAN INFORMATION:

Parent or Guardian Name _____

Address _____

Phone # _____

Parent or Guardian Signature _____ Date _____