

# **PLAYSTATION**

## **Short-Term, Drop-In Child Care**

YMCA OF CASS AND CLAY COUNTIES

## **Parent Handbook**

### **YMCA Child Care Services**

Fercho YMCA  
400 1<sup>st</sup> Ave S, Fargo  
701.364.4143

Schlossman YMCA  
4243 19<sup>th</sup> Ave S, Fargo  
701.356.1449

**[ymcacassclay.org/playstation](http://ymcacassclay.org/playstation)**



## **Playstation Hours and Rates**

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The Playstation is a child care center providing quality, short-term care for children while their parents are using the YMCA. Parents must remain in the facility while children are at the Playstation.

We provide care for children ages six weeks to eight years (kids' gym access is limited to certain hours).

\*If your child is potty training, they must be in disposable training pants for sanitary reasons.

### **Labor Day – Memorial Day Hours**

Monday – Friday:	8:00am – 1:30pm	3:15*-8:15pm
Saturday:	7:45am – 12:00pm	Closed in afternoon/evening
Sunday:	Closed all day	

\*Schlossman Y Playstation opens at 4:15pm Monday-Friday

### **Memorial Day – Labor Day Hours**

Monday – Thursday:	8:00am-1:30pm	3:15*-8:15pm
Friday:	8:00am-1:30pm	Closed in afternoon/evening
Saturday:	7:45am-12:00pm	Closed in afternoon/evening

Hours are subject to change on or around holidays, or due to usage. The Playstation will close due to inclement weather if Fargo Public Schools are closed. Please call the YMCA if you have questions regarding the weather.

## **Parents Privacy Policy**

The YMCA will not give out your personal information to other parents, members, or guardians. We understand that relationship building with others at the YMCA is important to families, although we will not be able to give addresses or phone numbers, or hand out invitations. On occasions, photos in the Playstation may be taken by designated staff. Photos will only be taken of children whose parents or guardians have signed a photo consent form prior to the event/activity.

## **Payment Options**

### **Y Member Unlimited Monthly Play with Membership**

Family/Household Package Members: \$103/month

- Includes care for up to 2 hours per day for all children on the family membership

### **Y Member Hourly Rates**

Family/Household Membership, Single Membership, Senior Membership or Student/Youth Membership.

- \$10/hr per child – up to two hours per day. Please pay your hourly rate at the Member Services Desk before you check your child in.

## ***Payment Options, cont.***

### **The Playstation is Y Member Benefit**

A non-member paying the day pass rate may utilize the Playstation if they are accompanied by a Y member at check in at the Member Services Desk.

### **Additional Fees**

#### Late Fee – Pick-Up\*

- \$5/every 15 minutes past pick-up time
- Late fee may be assessed if parent arrives after two-hour limit.

#### Late Fee – After Closing\*

- \$1/minute if parent arrives after the Playstation closes.

\*Fees need to be paid at the time of pick-up

### **Check-In**

**Members with the Family/Household Package Membership** must scan their membership card at the Playstation Registration Desk when dropping off their children. Children need to have a clean diaper and have been fed upon arrival.

**Non-Members/ Members that do not have the Family/Household Package Membership** must pay for their care ahead of time at the Member Services Desk and then bring their receipt to the Playstation at drop-off.

If your child has any special needs or concerns, please discuss it with the Playstation staff.

### **Check-Out**

Your child will only be released to the person who signed them in. If someone else is picking up your child, please inform our staff. Playstation staff is required to ask the person picking up the child for a picture I.D. before releasing the child.

### **Payments/Receipts**

The Playstation will not provide back receipts or verification of hours for tax purposes, flex benefits or social services.

# **General Information**

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## **Clothing**

Dress your child for play. While in the Playstation your child will have the opportunity for many activities. We will be doing projects using paint, glue, markers, etc. Paint shirts will be provided, but sometimes children still get paint or glue on their clothing.

## **Food/Meals**

Children may bring a snack. Everything must be labeled. For the safety of the children, we will not allow glass containers, gum, candy or cough drops. All food must be peanut-free. For nursing babies, breast milk must come in its own bottle ready to feed.

## **Personal Items**

All personal belongings should be marked with your child's name. We provide toys & entertainment, so these items are not necessary to bring along. We are not responsible for personal belongings. We will place any found items in our Lost & Found.

## **Our Staff**

Playstation staff have a strong understanding and appreciation for children of all ages. They have been certified and maintain up-to-date certification in CPR, First Aid and Child Abuse Prevention. Background and reference checks are required for all Playstation staff.

## **Program**

Interaction is important to use at the Playstation. Your child will play with other children and caregivers and enjoy weekly themed activities. We have art supplies, Legos, books, music and toys to stimulate their imaginations. Occasionally we will take a group outside to the park or YMCA grounds for an activity. When available, Playstation uses the Kids' Gym.

## **Goals**

We strive to help your children develop their social skills through imaginary play, art projects, story time, etc. We want your children to feel that Playstation is a special place for them. We want parents to feel secure knowing that their children are safe and happy.

## **Discipline**

We strive to meet every child's individual needs. We believe that you cannot spoil infants. When an infant cries, we will immediately respond. We work hard to create a "yes" environment where children can be successful and the need for discipline is low. Learning self-control and appropriate behavior is a lifelong process. If the need for a redirection were to arise, we will have the children in our care reset their body, calm their mind, and they will be able to rejoin the activity when they feel they are ready. If the children are not familiar with the tools they need to reset and take a break, we will help them practice techniques such as deep breaths, walking away when they are frustrated, and using words to express their feelings.

## **Special Needs**

If your child has special needs, please take some time to visit with the Lead Playstation staff about specific needs. The staff will make every attempt to care for all children in the best possible way.

## ***General Information, cont.***

### **Upset Child**

If your child cries for a prolonged time (10 minutes or more), we feel it is in the best interest of your child to be comforted by you. If the need arises, a staff member will locate you and inform you of your child's needs. If you would like us to locate you after a shorter period of time, please let a staff member know.

### **Staff Baby-Sitting**

As a client of the YMCA, you are notified that the YMCA supervises its employees and programs within the confines of the facilities under the policies of the YMCA and the programs approved and managed by the YMCA. If you would like an employee to babysit for you, please ask for a babysitting policy form.

### **Child Abuse**

State Law considers us mandated reporters. If we suspect any signs of abuse or neglect, we are required to report it to the proper authorities.

### **First Aid Procedures**

All staff members are certified in first aid and CPR. We will provide basic first aid in the event that it is necessary. We will not remove splinters or wood ticks. We will apply ice, clean the injured area as best as possible and apply a Band-Aid if necessary. We are not able to put any creams, gels, or any type of antiseptic ointments on the injury, due to possible skin allergies and adverse reactions. An incident report will be completed by a staff detailing what happened and the actions taken.

### **Diapering**

Due to sanitary reasons we use disposable diapers only. Cloth diapers are not allowed. Please bring your child in a disposable diaper while utilizing the Playstation. Families must provide their own diapers and wipes.

### **Tornado Procedures**

In case of a tornado, children will be sheltered. Each location has specific shelter areas.

### **Fire Procedures**

The Playstation has an evacuation plan posted.

## ***General information, cont.***

### **III Child Policy**

If a child becomes sick during his/her stay in the Playstation, their parent or guardian will be contacted immediately. No medication can be given while children are using the Playstation. Children with conditions that require an antibiotic will need to be on medication for 24 hours before coming back to the Playstation. Children with fever or diarrhea should remain home for 12 hours after the symptoms have subsided without the use of a fever reducer.

#### **Exclusion Guidelines**

- If the illness prevents the child from participating comfortably in activities as determined by Playstation Staff.
- Fever with behavior changes or other symptoms. Temp of 100°F or higher taken under the arm.
- Symptoms and signs of possible severe illness such as lethargy, deep, severe, uncontrollable coughing, difficulty breathing, wheezing.
- Diarrhea, vomiting
- Matted eyes or any eye discharge
- Heavy or discolored nasal discharge
- Rash or unusual skin condition, until a doctor can determine that these symptoms do not indicate a communicable disease.
- Symptoms of communicable diseases such as measles, chicken pox, strep throat, mumps, severe colds, impetigo, head lice, tuberculosis, scabies, pertussis, hepatitis, rubella, herpes and unspecified respiratory illness.