

CHILDCARE AND JUNIOR RECREATION VISITOR POLICIES & IMPORTANT INFORMATION

Safety, Health & Happiness of our Junior visitors is the top priority in our Babysitting Centre & Junior Lounge.

Please review all guidelines and policies before your next visit.

BABYSITTING CENTRE

Area Supervisor: Jessica Barsky

Phone: (204)452-3311 ext 114 Email: jbarsky@winnipegwinterclub.com

Child Care is available in our Babysitting Centre for **children aged 6 weeks to 6 years old** whose parents are on the Winnipeg Winter Club premises.

HOURS

Monday-Thursday

9:00 am-6:00 pm

Friday

9:00 am-9:00 pm *Childcare after 6:00 pm on Friday must be reserved in advance with the front desk no later than 1:00 pm*

Saturday

9:00 am-5:00 pm *Childcare after 1:00 pm on Saturdays must be reserved in advance through the front desk no later than end of day Friday

IMPORTANT SCHEDULE NOTES

Schedule is subject to change.

The Babysitting Centre is closed holiday dates. Expect reduced hours during the Winter, Spring & Summer school holidays.

Stay up to date with the WWC'S weekly This Week at the Wint email for the most up to date scheduling information

COST

\$5.25 per child/hour

\$3.00 per child/hour for additional member children in the family

Babysitting Monthly Passes Available!

The Club offers unlimited childcare with our monthly pass within babysitting hours

Pass Rates:

\$40/ month single child

\$50/ month 2 children

\$5 per month for each additional child on the pass

Guests of the Club members may also enjoy babysitting services for \$5.25 per child/hour. This fee is charged to the member account the visitor attended with.

BOOKING & VISIT INFORMATION

- Babysitting Centre bookings can be done a maximum of one week in advance
- Babysitting services are intended only for children whose parents are on the WWC premises. Please do not leave your children unattended.
- Children under 2 years *must be booked at least 24 hours in advance*.
- It is recommended that all children are booked as soon as possible to avoid disappointment due to capacity limits or scheduling changes.
- Maximum 3 consecutive hours can be booked in a row. Minimum required break between booking is 1 hour.
- Accurately indicate your time of arrival and pick up.
- Do not arrive any earlier than the time you booked to start your visit.
- Do not arrive late to pick up your child.
- If you are unable to make it to your booked time you are responsible for cancelling. Any reserved spaces not cancelled at least 3 hours in advance will be charged on your member account.

CAPACITY

- In accordance with the Manitoba Community Child Day Care Standards Act, no more than 8 children can be supervised in the Centre at one time.
- Maximum of 3 children age 2 and under permitted in the Babysitting Centre at one time.

DIAPERS & BATHROOM HELP

- Bring sippy cup and snacks for toddlers and labeled bottles, soothers, diapers, wipes and a change of clothing for infants. If your child is toilet training please bring a change of clothing. WWC DOES NOT PROVIDE THESE ITEMS.
- We want to support your child's success with toilet training. If your child is training, please inform staff each time they visit.

FOOD & BEVERAGE

- Please ensure all food and beverages are clearly labeled. Bring sippy cup and snacks for toddlers and labeled bottles and soothers for infants.
- All bottles must be pre-made and clearly labelled.
- Inform staff of specific feeding times if you have a schedule.
- The Babysitting Centre is a NUT FREE space. All food and drinks must be nut free or will not be permitted inside the room.

SICKNESS & MEDICAL

- Please refer to our sick policies on page 6.
- Children who are ill or show signs of sickness are not permitted in the Child Care Centre, unless accompanied by a doctor's note stating the child is not contagious.
- Please notify our Child Care Attendants if a child is on any medications, of any medical conditions and/or has allergies.

BEHAVIOUR

Please review our Behavior & Bullying Policies on page 7-9.

PERSONAL ITEMS & OTHER INFORMATION

- Cubbies are available in the Babysitting Centre to place personal items.
- A small refrigerator is available for items that need to be kept cool.
- A microwave is available for warming items.
- Only indoor shoes are permitted in the Babysitting Centre.
- Do not bring toys from home.

FIRST TIME VISITORS

Sometimes it can take children a while to get used to a new space and new people. Expect that your infant or toddler could be nervous your first few visits as they get more comfortable. Stop by and say hi and play with your child in the space for a few minutes along with them before their first visit. Contact Jessica to set up an orientation.

PROGRAMMING

The Junior Recreation team hosts many programs and events. Please view the seasonal program guides and WWC email communications for all of the things we are offering.

ISSUES

Visitors who do not follow our visitor policies could be suspended from use of the service.

JUNIOR LOUNGE

Area Supervisor: Jessica Barsky

Phone: (204)452-3311 ext 114 Email: jbarsky@winnipegwinterclub.com

The Junior Lounge is an area designed for children too old for babysitting, but too young to be unsupervised while parents are exercising or dining.

Fun after-school and weekend activities include games, crafts, sports, homework help and more.

This program is for children 5+ years of age.

It is WWC Policy that any child under 12 years old must be supervised. Do not leave your child unattended.

HOURS

- Monday - Friday: 3:45-7:45 pm
- Saturday 9:00 am -1:00 pm

Schedule subject to change- please stay up to date with the WWC'S weekly This Week at the Wint email for the most up to date scheduling information

IMPORTANT SCHEDULE NOTES

Schedule is subject to change.

The Junior Lounge is closed holiday dates. During School Breaks we host camps.

Stay up to date with the WWC'S weekly This Week at the Wint email for the most up to date scheduling information.

PROGRAMMING

The Junior Recreation staff host many programs and events. Please view the seasonal program guides and WWC email communications for all of the things we are offering!

BOOKING & VISIT INFORMATION

- Junior Lounge bookings can be done a maximum of 1 week in advance unless you are part of the After School Bus Drop Off group.
- Parents of children in our Junior Lounge do not have to be on the WWC premises, but must ensure a phone number is supplied to staff if planning to leave.
- Accurately indicate your time of arrival and pick up
- Do not arrive any earlier than the time you booked to start your visit.
- Do not arrive late to pick up your child.

CAPACITY

- We have different capacities based on what is happening for programming in the Junior Lounge and how many staff are hosting. Be sure to book in advance to avoid disappointment and this space can get quite busy.

BATHROOM USE

- In order for a child to be permitted to visit the Junior Lounge, they must be able to use the bathroom independently with no assistance.
- If a child is 5 years old but unable to use the bathroom independently, they should be booked into the Babysitting Centre until they have this ability.
- If your child has accidents on occasion, please send a change of clothes.

SICKNESS & MEDICAL

- Please refer to our sick policies on page 6.
- Children who are ill or show signs of sickness are not permitted in the Junior Lounge, unless accompanied by a doctor's note stating the child is not contagious. (Refer to our Sick Policy)
- Please notify our Junior Lounge staff if a child is on any medications, of any medical conditions and/or has allergies.

BEHAVIOUR

- Please review our Behavior & Bullying Policies on pages 7-9.

PERSONAL ITEMS & OTHER INFORMATION

- Cubbies are available in the Junior Lounge to place personal items.
- A refrigerator is available for items that need to be kept cool.
- A microwave is available for warming items.

PROGRAMMING

The Junior Recreation staff host many programs and events. Please view the seasonal program guides and WWC email communications for all of the things we are offering!

ISSUES

Visitors who do not follow our visitor policies could be suspended from use of the service.

WWC BABYSITTING CENTRE & JUNIOR LOUNGE SICK POLICY

A child exhibiting any conditions or behaviors determined by the WWC to be an illness will be excluded from the Babysitting Centre and Junior Lounge. If the child becomes sick while at the Babysitting Centre or Junior Lounge, the child must be isolated from the other children and the child's parent or guardian must remove the child from the facility immediately.

Parents,

Please understand that we strive to provide a healthy, safe, and secure environment for all children & staff; do not be offended if we ask you to remove your child due to health conditions.

The following list includes, but is not limited to, a list of the conditions or behaviors that precludes a child from care at our Babysitting Center or Junior Lounge:

- A child with a reportable illness or condition that a physician determines has not had sufficient treatment to reduce risk to others
- A child with chicken pox until the child is no longer infectious and until the lesions are crusted over
- A child who has vomited within the last 24 hours
- A child who has abnormally loose stools within the previous 24 hours (child must have not had a loose stool within the last 24 hours)
- A child who has had contagious conjunctivitis (pink eye) or pus draining from the eye
- A child who has had a bacterial infection such as strep throat or impetigo and has not completed 24 hours of antimicrobial therapy
- A child who has unexplained lethargy
- A child who has lice, ringworm, or scabies that is untreated and contagious to others
- A child who has a 99 degree Fahrenheit axially or higher temperature
- A child who has an undiagnosed rash or a rash attributable to a contagious illness or condition
- A child who has significant respiratory distress (a bad cough)
- A child who is not able to participate in Babysitting Centre or Junior Lounge activities within reasonable comfort
- A child who requires more care than the program staff can provide without compromising the health and safety of the other children in care
- A child who exhibits a profusely runny nose with either green or clear mucus (if your child's nose has to be wiped more than 3 times, you will be asked to remove your child)

If your child exhibits any of these symptoms, please keep them at home.

If a child does not attend school due to illness, they will not be allowed in the Babysitting Centre & Junior Lounge.

WWC BABYSITTING CENTRE & JUNIOR LOUNGE

BEHAVIOUR POLICY

The Winnipeg Winter Club is committed to helping children develop to their fullest potential; every individual who enters our door is required to treat all others and their property in a positive and respectful manner. We believe that all decisions relating to how situations are handled will be made “based on the developmental capabilities of the individual child”

The Winnipeg Winter Club shall not permit, practice, or inflict any form of physical punishment verbal or emotional abuse, or denial of physical necessities for any child in attendance.

Physical punishment includes striking a child, either directly or with an object, shaking, shoving or spanking the child. It also includes forcing a child to repeat physical movements, or any other action carried out which results in physical injury to the child.

Verbal or emotional abuse includes any harsh, belittling, or degrading response by an adult in the centre, which would humiliate or undermine a child’s self-respect.

The denial of physical necessities includes normal comforts such as shelter, clothing, food, bedding or toileting.

In the situation where it has been determined that discipline is required, the following steps will be taken.

1. The child will be approached on a one-to-one basis by the staff member. The staff will get down to the child’s level, make eye contact and speak in a calm and non-threatening manner, directly to him/her.
2. Staff will actively listen to all parties involved.
3. Staff will encourage and assist the child with solving the problem as well as coming up with a workable solution for all.
4. The staff will explain (if necessary) and ensure that the child understands what is expected of him/her, and why his/her actions were in question.
5. The staff will redirect the child by offering choices.
6. Should the behavior persist, the staff will give a warning to the child. The warning will be direct and with a natural consequence. E.g. “Keep the craft supplies at the craft table or you will have to leave the craft table.”
7. Should the behavior persist, put another child or staff in an unsafe situation or infringe on the rights of others, the child will be removed from the group. The time removed will be based on the child’s development level. After a brief time, the staff and child will discuss the incident together. They will then be directed back into the program.
8. The parent/guardian or alternate pick-up person (in that order) will be informed of the behaviours that took place during the visit by the Junior Lounge or Babysitting Centre care provider.
9. Should the unacceptable behavior continue throughout the visit, and if it is of an aggressive nature, the WWC’S “Aggressive Behavior Policy” will be implemented.

Please note: parents will be informed of incidents that inflict injury upon another person, or that are recurring in nature. In the case of recurring behaviors, it may be necessary to meet with the Coordinator.

Aggressive Behavior Policy

As Babysitting Centre & Junior Lounge care providers, it is our responsibility to ensure the physical safety and total well-being of *all* children within our care.

The WWC Junior Areas has the following policy regarding aggression:

Aggression means, “any physical, emotional or verbal act which may result in placing him/herself, other children and/or staff members within the centre in an emotional, physical, harmful, hurtful or unsafe situation. ”

In dealing with aggressive behavior, the following procedures will be followed:

1. The child will be removed from the group and the WWC’s BEHAVIOR MANAGEMENT POLICY will be implemented by staff, to redirect the child and to stop the aggressive behavior.
2. If the aggressive behavior continues, the parent/guardian or alternate pick-up person (in that order) will be contacted to immediately pick up the child. Documented report(s) of the incidents will be kept on record.
3. Once the parent has been called on occasions relating to aggressive behavior, the parent will be informed of any impending decisions.

The WWC has the right to a) impose a suspension of care privileges; b) limit the child’s hours of attendance or; c) permanent suspension

Please note: Any aggressive, violent or intentional aggressive behavior that endangers the child, other children, staff, equipment, or building cannot be tolerated. In these extreme cases, the child will be automatically suspended or have their spot permanently revoked without prior warning.

Once again, we state that the number one priority is the welfare, safety, and security of all children and staff within our Junior Recreation areas and programs.

BULLYING POLICY

The physical and emotional safety of each and every visitor and staff member is paramount to our camp. We try to identify critical concerns that affect our visitors and staff, and we take bullying and violence in our culture very seriously.

What is Bullying?

Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, or put down another person with the intent to hurt another. Bullying happens when a person or group of people want to have power over another and use their power to get their way, at the expense of someone else. Bullying can also happen through cyberspace: through the use of e-mails, text messaging, social media, instant messaging, and other less direct methods.

Why Is It A Problem?

Visitors who are bullied may not have the same potential to get the most out of their experience within the Junior Lounge. Our leadership team addresses all incidents of bullying seriously and trains staff to promote communication with their staff and their visitor so both staff and children will be comfortable alerting us to any problems that may arise during their visit experience. Every person has the right to expect to have the best possible experience in the Junior Rec areas, and by working together as a team to identify and manage bullying, we can help ensure that all children and staff have a great time in our programs.

What Are We Doing About It?

Although we have always made a conscious effort to prevent bullying in our community, bullying itself has transformed into more than its traditional definition. We now try to stop bullying behavior with different tools and techniques that will help us prevent such behavior.

In the Junior Lounge, bullying is inexcusable, and we have a firm policy against all types of bullying. Our philosophy is based on our mission statement which ensures that every visitor has the opportunity to develop socialization skills in a natural environment by accepting themselves and others. We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with great memories.

How Can Parents Help?

We encourage parents to let us know about any bullying concerns you may have for your child either in person, emails, instant messages, or text-messages that may have led to exclusion or meanness towards your child by somebody else from the Junior Lounge. We want to ensure that this problem can be managed by a strong partnership between our staff and you. If you have any feedback for us that you think would be helpful, we would appreciate hearing from you.