

Policies and Procedures

Welcome to Creations! It is our mission to create a secure and engaging environment in which your children are nurtured.

Hours	
M-F	10 AM - 2 PM & 4 PM - 7 PM
SAT	8 AM - 2 PM

AGES

We welcome children from 6 months to 6 years old.

TIME LIMIT

Your child may remain in our care while you use the facilities for up to 2 hours per calendar day. We will track each child's attendance but also ask that you remain cognizant of your child's usage. You must remain in the building while your child is in our care. Please do not leave the gym for any reason without your child.

SIGN-IN PROCEDURE

Please sign your children into the logbook. Be sure to write your time of arrival and your exact location in the gym. Please help your child wash his/her hands upon entering the room. This has been shown to greatly reduce the incidence of illness.

CHILD/STAFF RATIOS

For your child's safety, we have the following child to staff ratios:

- 6 months - 15 months (4:1)
- 15 months - 3 years (6:1)
- 3 years - 6 years (8:1)

Due to the size of our space, we have a limit of 16 children at any given time. When the ratio and/or limit has been met, it is up to the discretion of the manager on duty to decide if it is safe to allow more children into the room. Accommodation of children is on a first-come, first-serve basis.

WELLNESS POLICY

Certain symptoms in children suggest the presence of communicable disease. Children who have the following symptoms should remain home until symptom free for at least 24 hours, unless otherwise instructed by a physician.

- *Coughing
- *Fever
- *Nasal/Eye Drainage (of any kind)
- *Diarrhea
- *Vomiting
- *Sore Throat
- *Skin Rashes (undiagnosed or contagious)

If your child is too sick for school they are too sick for our childcare.

WELLNESS cont'd

We reserve the right to turn away a child who appears sick and we ask that you respect our decision for both your child's health and the health of the other children in the room. Please remember what might not be serious for your child could turn into a serious illness for another. Parental cooperation is essential to our effectiveness in maintaining a healthy program.

SNACKS AND FOOD ALLERGIES

We do not provide snacks or beverages. You are welcome to bring Food and drinks in spill-proof containers. Because children frequently share snacks, please let us know if your child has any allergies or dietary restrictions. Label any snacks or drinks you leave with us. All baby bottles must be prepared and labeled. Due to the risk of allergic reactions, we do not allow any peanut products.

DIAPERS AND POTTY TRAINING

Please bring your child in a fresh diaper. During the time your child is in our care, we are happy to change diapers when needed. You must bring your own diapers and wipes in a clearly labeled bag. If your child is potty training, he/she must be in a pull-up.

TOYS

We provide plenty of stimulating toys. If your child insists on bringing a toy from home, the toy needs to be shared with other children. Please make sure your child understands this. We are not responsible for lost or broken toys. Do not bring balls or toys with small parts that could be a choking hazard to younger children. Please label the toy and limit your child to one toy from home.

ADDITIONAL INFORMATION

If your child becomes ill, unmanageable, upset and cannot be comforted, or behaves in a way that is dangerous to others, we will page you to the room to attend to the child.

In case of snow or inclement weather, we will operate on the Boulder Valley School District schedule.

Thanks for trusting us with your children. If you have questions or concerns, please contact us at childcare@movementboulder.com.