



FITNESS FORMULA CLUBS

**OAK PARK
KIDS CLUB POLICIES and PROCEDURES**

Initial Kids Club hours: (located on the first floor)	Monday thru Thursday:	8:30am to 8pm
	Friday:	8:30am to 1pm
	Saturday:	8:30am to 1pm
	Sunday:	8:30am to 1pm

- Kids Club admits children between the ages of 3 months and 10 years.
- Kids Club is only available to FFC members only.
- Children may be in Kids Club for a maximum of 2 hours, and parents must be on the premises at all times.
- There is a late fee, that does apply when past 2 hour limit
- *You may be assessed a late fee for picking up your children beyond the two hour time limit, and/or beyond the posted Kids Club hours.*
- Only a child's parents or legal guardian may register and pick up children.
- Children must be dropped off picked up by the same person. The *parent or guardian's* membership card must be presented at time of check in and check out.
- Children must be checked in and out every time Kids Club is being used.
- Parents are limited to a period of 10 minutes in the Kids Club with their children.
- Unauthorized adults are never permitted in the Kids Club.
- Children must stay in the Kids Club area (no wandering around outside facility).
- No children are allowed in the Kids Club without club staff present.
- No food, candy, gum, or snacks are allowed in the Kids Club.
- Drinks are allowed but only in spill proof and plastic containers and must be labeled with the child's name.
- Fitness Formula Clubs is not responsible for any lost or stolen items.
- Children must be clean and dressed in order to be admitted to the Kids Club. In addition, shoes and socks must be worn at all times.
- For the health and safety of children in Kids Club, parents are responsible for changing their child's diapers. If your child is not potty trained please take them to the Kids Club restroom before you work out.
- A "Time Out" strategy will be used to address behavioral problems.
- Parents will be contacted if their child persists in crying for more than 10 minutes.
- Fitness Formula Clubs reserves the right to remove or suspend children who are perceived as an endangerment to themselves or others.
- Fitness Formula Clubs are not equipped to provide 1 on 1 care for children of any age.
- Staff/child ratio general guidelines are as follows:

12 weeks - 15 months	1:4
15 months - 2 years	1:5
2-3 years	1:8
3 years and up	1:10

(See our Exclusion of Sick Children Policy on opposite side)

Infants

1. Reservations are required for all infants and toddlers until the age of 2 and walking, and can be made up to 48 hours in advance.
2. In order to accommodate all members, we ask that reservations be cancelled two hours prior to reservation time.
3. Reservations are taken on a first come, first serve basis.



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EXCLUSION OF SICK CHILDREN POLICY

The following is a list, not all inclusive, of conditions or behaviors that will preclude a child from admittance or care in the Kids Club:

- No sick children will be admitted. Parents must abide by our Sick Policy.
- Parents must advise staff if your child has been exposed to any infectious disease.
- Parents will be asked to immediately remove children who are sick or who have become sick while in the Kids Club.
- Kids Club staff does not administer medication. Please administer any medication before admitting them to the Kids Club. Please tell the staff if there is any medication the child is taking in case of emergency.

A child is considered “sick” if he or she exhibited any of the following:

- A reportable illness or condition that a physician determines could still be passed on to others.
- A child who has abnormally loose stools within the previous 24 hours.
- Chicken pox that is still infectious stages and has open lesions.
- Vomiting occurring in the 24 hours before admission to the Kids Club.
- Conjunctivitis (pink eye) or pus draining from the eye.
- A bacterial infection such as strep throat or impetigo that is still on infectious stages and has not been treated with a minimum of 24 hours of antimicrobial therapy.
- Unexplained lethargy.
- Lice, ringworm or scabies that is untreated and contagious to others.
- A temperature of 99 degrees Fahrenheit or higher.
- An undiagnosed rash or a rash attributable to contagious illness or condition.
- Significant respiratory distress (bad cough).
- A child who is not able to participate in Kids Club 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 the center.
- Profusely runny nose with either green or clear mucus.
- It may be necessary to provide a family’s physicians verification of wellness.

If your child exhibits any of these symptoms, please keep them home. If a child does not attend school due to illness, they will not be allowed in the Kids Club. We strive to maintain a clean and healthy environment, and we need your cooperation as a parent, guardian and member to keep your Kids Club as safe and sanitary as possible.

**Thank you.
The Fitness Formula Clubs Staff**