

## In-House Child Care Registration

This In-House Childcare is for parents who are participating in programs on the Park District grounds only. **Parents must remain in the Park District building or paddle courts for the entire reservation to take advantage of these fees.**

Family Last Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_  
 Mother's First Name \_\_\_\_\_

Home Phone \_\_\_\_\_  
 Zip \_\_\_\_\_

**No refunds on unused punches or on unlimited monthly passes.**

Circle # of punches/ complete that line only	Child's First Name	Gender	Date of Birth M/D/Y	Fee
<b>Daily Fee</b>				<b>\$7</b>
<b>10 Punches</b>				<b>\$50</b>
<b>20 Punches</b>				<b>\$100</b>
<b>Unlimited Monthly Pass</b>	1. _____ 2. _____ 3. _____	_____ _____ _____	_____ _____ _____	<b>\$50</b> single child <b>\$60</b> 2 children <b>\$70</b> 3 children

### Payment Options

**Credit**

MasterCard _____      Visa _____ Card # _____ Exp. date _____ Total payment _____ Signature _____
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**Cash**

Amount received  
 \_\_\_\_\_

**Check**

Make check payable to  
 Lake Bluff Park District

**Lake Bluff Park District  
Child Care Service**

**In-House Child Care Hours:**

**Mon/Wed/Fri 8:00 – 11:30 am**

**Tues/Thur 8:00 am – 2:30 pm**

**Sat 8:30 am – 12:00 noon**

Rules:

1. Our service is on a first come, first serve basis. You may check availability before you come by calling **(847) 234-4150 x 32**. We have a 15 child maximum with no more than 4 children between the ages of 6-16 months at one time.
2. In-House Child Care Services are for parents who are fitness center patrons working out or parents enrolled in a park district program. **Parents must remain in the building at all times.** Care is given in the Child Care Room in the Early Childhood Wing.
3. To participate in this program please purchase a punch card, Monthly Pass or pay the Daily Walk-in fee at the front desk. For Drop-in and Punch card passes the time limit is 1 ½ hours per punch, per child. Fees are as follows:
  - Daily Drop-in: \$7 per child
  - 10-Punch pass: \$50 expires one year from date of purchase
  - 20- Punch pass: \$100 expires one year from date of purchase
  - Monthly Pass with unlimited punches expires one month from date of purchase:
    - \$50 for single child
    - \$60 for 2 children
    - \$70 for 3 children

Please note that there are no refunds on unused punches or on unlimited monthly passes. The Monthly Pass is child specific, and can not be transferred between family members.

4. Please sign your child in at the Child Care Room sign-in book and note the class and time you expect to be back for your child. **Parents must be in the building at all times** while their children are using the In-House Child Care Services. Please be prompt about returning so we don't have to turn away children wanting a later time slot.
5. Please exercise good judgment if there are any questions about the state of your child's health. **A child should be free of the following symptoms 24 hours prior** to visiting the child care room: fever, diarrhea, a rash, bad cold or eye infection, runny nose, yellow or green nasal discharge, or persistent cough.
6. If your child should develop a communicable disease, please let us know so that other parents can be informed as soon as possible. We ask that you do not bring your child with a bad cold or fever, as it only endangers the health of other children.

7. No medication will be administered to a child by staff. No medication will be allowed to accompany a child, with the exception of severe allergies. If your child has a severe food allergy please let the staff know so we can adjust our "Food Restriction" warning sheet.
8. Please do not bring any foods containing nuts into the child care room.
9. Please have your child wash their hands before playing in the child care room.
10. If your child has been recently toilet trained, you must put him/her in pull-up training pants to use the child care service. Accidents are frequent with children who have been newly trained and cleaning up training pants is easier than having to change a whole outfit.
11. Parents should read and understand the attached "Appropriate Behavior" guidelines prior to using the service.
12. A child cannot be released to a different individual without expressed consent.
13. The child care staff will make every attempt to keep your child happy and safe during their visit. However, there are times when a child cannot be calmed or consoled so after 20 minutes of consistent crying, parents will be asked to return to the child care room to calm or pick up their child.

**Lake Bluff Park District  
Child Care Service  
Appropriate Behavior**

Dear Parent or Guardian,

In order to ensure a pleasant environment which protects your child and other children using our service, we have to adopt the following policy concerning consistent disruptive behavior.

1. The Parent/Guardian will be informed of the specific behavior.\*
2. If the behavior problem continues, your child will be asked to remain home for one week.
3. If the behavior continues, you will be asked to discontinue using our service.

\*Disruptive behavior is any behavior that causes or could lead to personal injury of your child or others. Example: hitting, kicking, biting, throwing things, defying or running away or any behavior that disrupts the normal babysitting climate.

Disruptive behavior could also be a child that is reluctant to be left by a parent and cries for long periods of time. In this case, the staff may feel that this child is not ready for our service.

Disruptive behavior in the broad sense is any behavior that takes one of the adults in the room away from the rest of the group for long periods of time. The other adult must now care for all of the other children. This is not a good situation for the children and is one we wish to avoid in our programs.

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**I have read and am aware of Lake Bluff Park District's Child Care Appropriate Behavior Policy.**

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Signature of Parent or Guardian

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Date

