



## Parent's Morning Out Policies – East Campus

1. Parent's Morning Out is provided for all members of the community for children 6 weeks old to 3 years of age.

**HOURS:** East Campus: 9:00AM to 12:00PM every Tuesday, Wednesday, and Thursday, except holidays and special events (We will give you notice of these exceptions.)

**CONTACT INFO:** Please email Pastor Madeline at [mbaum@fumcbocaraton.org](mailto:mbaum@fumcbocaraton.org) or call the church office at 561-395-1244.

2. Parents/Guardians (hereinafter referred to as "parent") may drop off 9:00AM or later. Pick-up is any time before 12:00PM. There are no arrangements for early drop-off or late pick-up.
3. Sign-up will be monthly. Sign-up for the next month will be available on Sign-up Genius on the third Monday of every month at 2:00pm. The link may be found on our website [-fumcbocaraton.org](http://fumcbocaraton.org) , on our Facebook page or in our newsletter which you may sign-up for on our website.
4. Sign-up is on a first come first serve basis. When the slots are full, no further registrations will be accepted.
5. Money is due upon arrival each day or you may pay for the entire week/month (on the first day of the week/month). The fee for the program is \$20 per child, \$10 for each sibling.
6. **If you have registered your child, you have until 8:00 AM the day for which you have signed up to cancel via the sign up genius link. Let us know as soon as possible if you decide to cancel so that others may be notified of openings.**
7. If you sign up for a day and you are a "no show" and have not notified us that your child will not be coming, you will be charged \$15 for the day (\$8.00 for siblings) and will be expected to pay that amount upon your next visit.
8. All diaper bags and bottles/cups must be labeled with the child's name. Tags are available for diaper bags, if needed. We request that parents not allow the child to bring personal toys or other possessions unless it is a "security" item (pacifier, blanket, etc.).
9. Parents are asked to provide their child's diapers, snacks, and drink. Children should have a change of clothes in case of bathroom accidents or other messes.



**East Campus:** 625 NE Mizner Boulevard, Boca Raton, FL 33432

**West Campus:** 9087 Glades Road, Boca Raton, FL 33434



10. Parents should not bring a child who is ill. In order to insure the safety and health of other children and workers, parents should refrain from bringing the child if he/she has had any of the following symptoms within the past 24 hours:

- |                               |                    |
|-------------------------------|--------------------|
| 1. Diarrhea                   | 5. Severe coughing |
| 2. Vomiting                   | 6. Head lice       |
| 3. Fever, 100 degrees or more | 7. Green mucus     |
| 4. Contagious rash            |                    |

If any of the above symptoms occur after the child has been left in the classroom, the staff will call the parent's phone number to pick-up their child. (See Covid-19 regulations)

11. In the event a child poses a **consistent** behavior problem (e.g. biting), for the safety of the other children, the following guideline will be followed:

- Coordinator may require the parent to remove the child from the program and suspension may be required, based upon the situation.

13. Evacuation procedures: in event of an emergency-staff will take children to nearest exits in event of an emergency.

14. Background checks are mandatory for staff members and volunteers.

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***Please sign below, detach this portion, and return to staff***

I, \_\_\_\_\_, agree to the terms and conditions set forth by  
(Print parent/guardian name).

the First United Methodist Church of Boca Raton Parent's Morning Out Program.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Child's name)

