

Gametime 2022-2023



**You must register and pay BEFORE children may attend.
Documentation must be submitted BEFORE children may attend.
Submission of this packet does NOT complete registration.
5-day notice is required to receive a credit or refund.
Register and complete paperwork online @
<https://www.durangogov.org/495/Gametime-Childcare>**

Important Phone Numbers:

Gametime Cell Phone: 970-317-1511

Gametime Director's Office: 970-375-7317

Gametime.Directors@durangogov.org

Program Supervisor: Guthrie Hardesty 970-375-7313

Guthrie.Hardesty@durangogov.org

Durango Parks and Recreation Administration: 970-375-7321

Durango Community Recreation Center Front Desk: 970-375-7300

CCCAP Provider

Gametime COVID-19 Guidelines

Due to the latest CDC and Colorado Department of Public Health and Environment guidelines regarding the COVID-19 virus, the following procedures will be implemented for Gametime participants and staff until further notice. As the state guidelines are ever-changing, please be aware that the guidelines implemented by the City of Durango and the Gametime program are subject to change at any time.

- Face coverings are recommended to be worn by all participants, unless eating or participating in an activity that prohibits face covering.
- Parents agree to not bring their child(ren) to Gametime if they show any symptoms of illness, including, but not limited to; fever, shortness of breath and/or cough.
- If a participant becomes ill during the day, they will be separated from the group, and parents will need to arrange for them to be picked up immediately.
- Participants can bring personal hand sanitizer to use throughout the day. This will be in addition to regularly scheduled handwashing.
- All participants will need to bring a water bottle every day, children will be able to refill water bottles as often as needed.
- During participant pick-up and drop-off all parents/guardians are recommended to wear a face covering and follow physical distancing guidelines.
- Participants will be picked-up and dropped-off outside the childcare rooms to encourage physical distancing and lessen exposure to non-participants.

Purpose:

The purpose of the Durango Parks and Recreation Gametime Program is to provide children the opportunity to form new relationships while participating in various activities in a well supervised and safe environment.

Philosophy:

We believe that each individual child is unique and will bring their own special qualities to the program. It will be the goal of each leader to coordinate group dynamics so that each child will fully maximize their qualities to reach their full potential. While we will follow each week's schedule of activities, the children will have ample time to explore, imagine and create their own fun, while meeting new friends and developing appropriate socialization skills. Our main objective is to provide a safe, healthy, and nurturing environment for the children, while allowing parents to feel comfortable knowing that their children will be cared for in a professional and compassionate way.

Information:

- Children ages 5-15 years
- Afterschool Gametime - \$14/child: Monday - Friday from 2:30pm - 5:30pm
- Kid's Days - \$27/child, please see below for dates: 7:30am - 5:30pm
- Summer Gametime - \$27/child: Monday - Friday from 7:30am - 5:30pm
- No Gametime on the 4th of July!
- Meets in the Kid's Room at the Recreation Center.
- Transportation is available for Afterschool and must be coordinated in advance.
- Gametime activities include crafts, reading, games, open gym, swimming, climbing wall, gymnastics, playground, and field trips, within CDC and CDPHE guidelines.
- Register at the Durango Community Recreation Center or online at <https://www.durangogov.org/495/Gametime-Childcare>

Fees:

Afterschool Gametime - \$14/child

Kid's Days and Summer Gametime - \$27/child

*No Afterschool Gametime on federally observed holidays.

*No Afterschool Gametime on non-holidays that children are not in school such as 9-R Professional Development days and observed holidays when the Recreation Center is open. Please enroll in our Kid's Day program (\$27) for days that school is not in session. View all available Kid's Days (\$27) and register at <https://www.durangogov.org/495/Gametime-Childcare>

*Kid's Days Dates: 1/3, 1/31, 2/28, 3/21, 3/22, 3/23, 3/24, 3/25, 3/28, 4/25

*No Gametime on July 4th!

Drop off & Pick-up:

Please be sure to sign in and out your child every day. Staff will sign in your child if they are picked up from school. If you need to drop off your child late, or need to pick up early, please call the Gametime Cell Phone for the location where your child attends (posted on all doors).

*Children will be released only to a parent/guardian or alternate person listed on the Child Information Form.

*Children will not be released to other persons unless designated by the parent/guardian with written authorization and with proper identification.

Late Pick-Up:

A late charge of \$5.00 per 15 minutes per child will be assessed for children not picked up by 5:30pm. If we do not receive a call from parents within 30 minutes after we close and we are unable to reach an emergency contact person, the local authorities will be notified. Persistent, late pick-ups may result in suspension and/or withdrawal from Gametime. We reserve the right to terminate the childcare contract.

Discipline Policy:

Keeping children actively involved in meaningful and fun activities generally creates an environment in which problems are few and minor. However, in situations where rules are not followed, leaders will utilize the following procedures. Behavioral infractions are documented: Staff will document to maintain a written accounting of problems and patterns. Correction: Child is reminded of the rules and is asked once again to follow them. Safe Place: Child is asked to "sit out" as a cooling off and calming down period. Communication with Parents: Serious problems will be conveyed to the parent immediately by phone. Small problems will be communicated at the end of the day. Suspension/Withdrawal: Serious or continuing problems may result in a behavioral plan, suspension and/or immediate withdrawal. We reserve the right to terminate the childcare contract.

Medical Emergencies:

In case of a medical emergency, every effort will be made to reach the parents. If the parents cannot be reached, we will try the emergency numbers the parents have listed on the Child Information Form. Emergency medical treatment by professionals will be given when all efforts to reach parents or guardians have failed. Children will be transported by emergency ambulance to the closest medical facility. In a life-threatening emergency, EMS will be called immediately.

Illness:

We require that parents keep their children home when they show signs of illness. If a child comes to the program ill or becomes ill during the day, the parents will be asked to pick up their child immediately. Ill children will be isolated, to the best of the staff's ability, from others in the program until they are picked up. We will notify San Juan Basin Health Department if any child has attended our program and has been diagnosed with a communicable disease.

24 Hour Rule:

If a child is sent home due to fever of 100.4 degrees or greater, vomiting two or more times, or diarrhea two or more times, they may not return the day after being sent home. They may return after being symptom free for 24 hours.

Medication:

If a child needs to take medication which must be dispensed at Gametime or requires medication in the event of an emergency (i.e., food allergy, asthma, Epi-pen), the child's physician must complete the medication form. The form must be submitted and reviewed by our Nurse Practitioner and staff before the child may attend Gametime. We are unable to administer any over-the-counter medication unless it is listed on the medication form. State law forbids us from applying anything except soap, water, and a Band-Aid to any open wound.

Sick Policy:

Please do not bring your child to Gametime if they are sick or have any symptoms. Children will be excluded from Gametime if the illness prevents the child from participating in activities, increases risk of transmission to others, and/or if the illness requires more care than staff are able to provide.

Exclusion is Necessary:

COVID 19: If child has any symptoms; cough, shortness of breath, difficulty breathing, fever over 100.4 degrees, chills, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, diarrhea

Chicken Pox: Until blisters have dried and crusted

Conjunctivitis (pink eye): Return 24 hours after treatment has been started

Coughing: If it is severe, uncontrolled or has difficulty in breathing

Croup: A doctor note with diagnosis and treatment is necessary to return

Diarrhea: If it is not contained and until 24 hours from doctor stating the cause and that it is not contagious

Norovirus: Return after at least 24 hours have passed since the vomiting and diarrhea symptoms ended

Salmonella: Return after at least 24 hours have passed since the vomiting and diarrhea symptoms ended

Shigella: Return after at least 24 hours have passed since the vomiting and diarrhea symptoms ended.

E. coli: Return after at least 24 hours have passed since the vomiting and diarrhea symptoms ended

Fever: If the fever is equal to or greater than 100.4 degrees F. Must be fever free for 24 hours

Head Lice: Until treatment has been completed

Hepatitis A: Until one week after onset or illness or jaundice

Herpes: If mouth sores are oozing and cannot be covered

Impetigo: Until 24 hours after treatment starts

Rash (body), Ringworm, Roseola and RSV: A doctor's note with diagnosis and treatment is necessary to return

Vomiting: Exclusion for children who have 2 or more episodes of vomiting in the past 24 hours. Child must be excluded for 24 hours AFTER last episode of vomiting

***Additional foodborne illnesses:** Requires a doctor's note specifying individuals as free of illness before being able to return

Exclusion not Necessary:

Coxsackie virus: If child can participate in activities.

Ear Infection: Unless child has a fever equal to or greater than 100.4 degrees F.

Fifth's Disease: Child is no longer contagious once rash illness appears.

Records of Immunization:

The Division of Child Care, part of the Colorado Department of Human Services, requires us to have in each registered child's file, a copy of their immunization records. Gametime utilizes the Colorado Immunization Information System (CIIS), a confidential, secure, statewide immunization registry. If your child was not vaccinated in Colorado, you must provide proof of immunization **before** your child attends Gametime.

Child Abuse:

All staff of Durango Parks and Recreation is mandated by the State of Colorado to report any suspicion of child abuse. To file a statement of complaint, call The Department of Human Services at 970-259-5465 or 303-866-5948.

Children with Special Needs:

We do provide services for children with special needs, within our limitations. Durango Parks and Recreation is an inclusionary program and will not discriminate based on a child's developmental needs or ability. We will work with the parents/guardians to try and accommodate each child based on our staff availability. If your child has special needs, please contact Guthrie Hardesty at 970-375-7313 or Guthrie.Hardesty@durangogov.org

Severe Weather:

In the event of inclement or excessively hot/cold weather, Gametime staff may vary the schedule for the safety of the kids. We ask that parents dress their children appropriately for all weather. Please send children with hats, sunglasses, pants, and long sleeves every day. Waterproof snow clothes are required during Winter.

Natural Disasters:

In the event of a natural disaster, Durango Parks and Recreation will call the Durango Police Department. Please call the Durango Police Department for information if you are unable to reach us at the site. If we must evacuate the Recreation Center or Chapman Hill, we will go to the closest safe building (Boys and Girls Club, La Plata County Fairgrounds, Senior Center, or the Durango High School). We will notify the Durango Police Department and parents of our location.

Lunch & Snacks:

You must send a good snack and a water bottle with your child every day. There is no refrigeration or microwave oven available. Please do not pack items that will spoil in the heat (unless you send them in a small cooler with an ice pack). Please inform your children they will not be allowed to share their snacks or trade snacks. Due to the high number of allergies, we may provide additional instructions on what snacks are allowed at Gametime. We do not provide snacks or beverages. We have one designated snack time per day.

Bathing Suits:

Bathing suits and towels are needed for all children on designated swim days. Kids may have a swim day each week. Please clearly write your child's name on the tags of the bathing suit and towel. If your child does not have a bathing suit, they will not get to participate in the swim day as we do not lend bathing suits.

Footwear:

We suggest sending your child in sneakers due to the numerous activities throughout the day. We do not recommend sandals.

Lost and Found:

We will have a lost and found bin. It is the responsibility of your child to keep track of their belongings. Speak to your child about the importance of making sure they have all their belongings. Please label all belongings.

Personal Belongings:

Please do **NOT** send your child with electronics or toys. Durango Parks and Recreation is not responsible for any damage that may occur and/or loss of any electronics or toys. It is unnecessary for your child to bring money. If your child does bring money, they will be asked to put it away in a safe place, or the leaders will hold it until pick-up. Children will not be allowed to use the vending machines.

Sunscreen:

Please be sure to send sunscreen (labeled with their name) with your child every day. If your child does not have sunscreen, we may provide some upon parent/guardian written approval. Sunscreen will be applied regularly & repeatedly every day. Please take extra precautions and send children with additional sun protection. Items such as a hats, sunglasses, pants, and long sleeves are strongly encouraged. You must read and sign the attached sunscreen form.

Schedules:

Schedules are available at the sign-in station every day. Weekly schedules will be adhered to and state where the children will be through the course of the day. Schedules may change due to various circumstances. Please call the corresponding Gametime Cell Phone with any questions of their location (posted on all doors).

Lost Children:

In the event of a lost child, Durango Parks and Recreation will contact the local authorities and contact the parents. The children in our program will be educated on what to do if they become lost. Procedure: Get to the nearest phone, call 911, stay near the phone, and tell the officers you are with Durango Parks and Recreation Gametime. Gametime staff is thoroughly trained on how to properly account for all children consistently throughout the programs' duration (i.e., taking roll often, constant headcount, keeping children between themselves and another leader, etc.).

Visitors:

Visitors are not allowed at any facilities at this time. Thank you for understanding.

Transportation:

Durango Parks and Recreation has two buses and two minivans. Children will be transported to scheduled activities by a trained, licensed staff member. All children will wear a seat belt and upon staff availability an extra staff member will be in the vehicle to supervise the children. If no extra staff member is available, the number of children will not exceed the staff to children ratio governed by the State of Colorado, which is 1 staff member to 15 children. Staff will always have a cell phone on them when transporting children.

Cancellation Policy:

If your child is not attending Gametime you must cancel **5 days prior** to the date to receive a credit or refund. Please contact Guthrie Hardesty at Guthrie.Hardesty@durangogov.org or 970-375-7313, and/or the Gametime Directors at Gametime.Directors@durangogov.org or 970-375-7317 if your child is **NOT** attending Gametime any day they were scheduled.

Parent Input:

Durango Parks and Recreation wants you to know how important it is for our program to have your input. Please feel free to discuss any ideas or concerns you may have about our Gametime program. To file a complaint with the Colorado Department of Human Services, Division of Child Care please contact, Department of Human Services 1575 Sherman Street, Denver, Colorado, 80203 or 303-866-5948.

Please sign and return this page to the Durango Community Recreation Center along with the Child Care Information Form for your child(ren).

All documentation must be submitted before your child(ren) will be allowed to attend Gametime.

Submission of this packet does NOT complete the registration process. You must register and pay for dates before your child(ren) will be allowed to attend Gametime.

I acknowledge that I have read and understand the information provided to me in the Gametime Parent Packet.

I acknowledge that I have been given the opportunity to ask questions.

I agree to the policies and procedures outlined in this packet.

Signature _____

Printed Name _____

Date _____

CHILD CARE INFORMATION FORM

ALL sections of this packet must be completed prior to attendance
Submission of this packet does NOT constitute registration for Gametime

Child's Name _____ DOB _____ Age _____ Grade (2022-2023) _____

School _____ Child's Address _____

Guardian/Mother's Name _____

Cell # _____

Work # _____

Name of & Work Address _____

Email: _____

Guardian/Father's Name _____

Cell # _____

Work # _____

Name of & Work Address _____

Email: _____

PICK-UP AUTHORIZATION OTHER THAN PARENT/GUARDIAN

Name _____

Relationship _____ Phone # _____

Name _____

Relationship _____ Phone # _____

Name _____

Relationship _____ Phone # _____

Name _____

Relationship _____ Phone # _____

***Persons not listed on this form will NOT be allowed to pick up your child!**

***Please let staff know when someone other than parent is going to pick-up your child. Thank you!**

EMERGENCY CONTACT NUMBERS

Please list contacts other than parents/guardians (can be the same as pick-up authorization)

Name _____ Address _____

Relationship _____ Phone # _____

Name _____ Address _____

Relationship _____ Phone # _____

Name _____ Address _____

Relationship _____ Phone # _____

MEDICAL INFORMATION

All medications, including those self-administered (such as an inhaler) must have an attached administration plan signed by both the prescribing Physician and the parent/guardian. This plan must be submitted before your child may attend Gametime.

Family Doctor (Name/Address/Phone) _____

Dentist (Name/Address/Phone) _____

Hospital of choice (Name/Address/Phone) _____

Please list all allergies, and a care plan for each allergy:

Please list any medical restrictions, medications, operations, or chronic medical conditions:

Please list any special needs, requests, personal preferences, or specific items the child requires:

I hereby give permission to Parks and Recreation Staff to secure emergency medical and/or surgical treatment for the above-named minor child while in the care of the Gametime Program and that all expenses of such procedures/care will be accepted by the parent(s)/guardian(s). If I, the above listed emergency contact person(s), or the listed family physician cannot be reached in an emergency, I hereby give my permission to the physician selected by Durango Parks and Recreation staff to hospitalize and secure proper treatment. I feel my child is/are in good health, except as noted by me, and will not have any problem attending and participating in all the Gametime Program activities. I was given, read and understand all Gametime payment plans and fees. I was given, read and understand all Gametime Policy & Procedures and Registration Forms. I have discussed these expectations with my child, and we agree to abide by these policies.

X

Parent Signature

Date

Medical Transport & Treatment

In case of serious illness or injury when neither parent can be reached will you allow your child to be transported to the doctor or hospital by an employee and/or an Emergency Contact Person listed above:

- Yes: I give my written permission for transport and treatment.
- No: I do not give my written permission for transport and treatment.

Sunscreen Permission Slip

Your child's Gametime Leader will assist with applying sunscreen to bare surfaces, including the face, tops of ears, bare shoulders, arms, legs, and feet, 15-30 minutes before outside activities. Sunscreen will not be applied to any broken skin, or if a skin reaction is observed. Any skin reactions observed by the staff will be reported promptly to the parent/guardian. If desired, it is the parent's responsibility to provide sunscreen with a minimum of SPF 15, and it must have the child's name written clearly on the outside. We provide Rocky Mountain Brand, Broad Spectrum, Hypoallergenic Sunscreen, SPF 50 (no oxybenzone, no gluten, no octinoxate, no parabens).

- Yes: my child may use the sunscreen provided by Gametime.
- No: my child may NOT use any sunscreen other than the one I have provided.

Field Trip Permission Slip

My child has my permission to go on all field trips offered by Durango Parks and Recreation and to be transported via bus, minibus, or van. I have read and understand the field trip calendar. I feel my child is in good health and will not have any problems attending the Durango Parks and Recreation programs field trips. I waive and release all rights and claims for damages I or my child may have against Durango Parks and Recreation and its representatives/employees for all injuries suffered at the designated activity. The city uses a 15-passenger minibus, 7 passenger mini vans, and 9-R school district buses. Gametime Staff members with valid driver's licenses will drive vans and minibuses, and only 9-R certified CDL licensed drivers will drive school buses.

- Yes: I give permission for my child to attend Gametime Field Trips.
- No: I do not give permission for my child to attend Gametime Field Trips.

Movie Permission Slip

I give permission for my child to view G and PG movies at Gametime. All movies will be appropriate for all ages. If you do not allow a specific movie, please let your child's director know. If you do not allow your child to watch movies, please let your director know and other activities will be offered.

- Yes: I allow my child to watch appropriate movies at Gametime.
- No: I do NOT allow my child to watch movies. Please provide an alternative activity.

Please sign below to acknowledge you have read and accept all the terms above.

Signature of Parent or Guardian

Date

Gametime Special Activity Parent Permission Slip

Climbing Wall

My Child has permission to participate in Climbing Wall activities with Gametime at the Durango Community Recreation Center. I understand that appropriate shoes are required for my child to participate in this activity. I feel my child is in good health and will not have any problems attending this Durango Parks and Recreation activity with Gametime. One climbing instructor is provided for every 6 climbers, as well as Gametime staff for supervision. The rest of the group will be provided an alternative activity until it is their turn on the Climbing Wall. I waive and release all rights and claims for damages I or my child may have against Durango Parks and Recreation and its representatives/employees for all injuries suffered at the designated activity.

Child's Name

Signature of Parent or Guardian

Date

Printed Name of Parent or Guardian

Swimming Pool and Splash Pad

My Child has permission to participate in Swimming activities with Gametime at the Durango Community Recreation Center Aquatics Facility. I understand that Life Preservers (PFDs) are required for my child to participate in this activity. If able, my child may take a swim test, and upon passing, and at the discretion of Aquatics & Gametime Staff, I give permission for my child to not wear a PFD. I feel my child is in good health and will not have any problems attending this Durango Parks and Recreation activity with Gametime. Certified Lifeguards are always present in the Aquatics Facility. We maintain a ratio of one Gametime Staff member for every 10 children while in the Aquatics Facility. The who choose not to swim will be provided an alternative activity. I waive and release all rights and claims for damages I or my child may have against Durango Parks and Recreation and its representatives/employees for all injuries suffered at the designated activity.

Child's Name

Signature of Parent or Guardian

Date

Printed Name of Parent or Guardian