

## Children's Center Fee Schedule\*

| TIME      | 1 Child | 2 Children | 3 Children | 4 Children |
|-----------|---------|------------|------------|------------|
| .50 Hour  | \$4.00  | \$5.25     | \$6.25     | \$7.00     |
| 1 Hour    | \$5.75  | \$8.25     | \$10.75    | \$12.50    |
| 1.50 Hour | \$7.50  | \$11.25    | \$15.25    | \$18.00    |
| 2 Hours   | \$9.25  | \$14.25    | \$19.75    | \$23.50    |
| 2.5 Hours | \$11.00 | \$17.00    | \$24.25    | \$29.00    |
| 3 Hours   | \$12.75 | \$20.25    | \$28.75    | \$34.50    |

Do you have any questions or comments regarding the Harbor Bay Club Children's Center?  
**Please call Jennifer Grissom,**  
**Children Center Supervisor**  
**510-521-5416 ext. 115**

**Gabriella Grechi or Brittany McGovern**  
**Youth Director**  
**521- 5416 x123**

# Harbor Bay Club Children's Center



## HOURS

Mon - Fri ..... 9:00 am –7:00 pm  
 Weekends.... 8:00 am– 3:00 pm

Please Note: Children's Center may close early if there are no children present and no reservations by 6:00 pm on weekdays and 2 pm on weekends.

## Philosophy

Our goal is to provide a warm, safe and friendly environment where member's children can stay while their parents enjoy the facilities. The children will be encouraged to explore both group and individual activities. Indoor and outdoor space is provided to allow for a wide range of activities and experiences.

## Length Of Visit

In order to provide the best possible care for your child and allow as many members as possible the opportunity to use the Children's Center, we have set maximum lengths of time for visits.

**6 weeks to age two: 2 hours maximum per day**

**Age two and up: 3 hours maximum per day\***

(at staff discretion)

\*Children Center Members may make multi 3/2 hour visits in one day with a minimum 3 hour interval in between visits

## Reservations

**Reservations are required for all children under the age of 2 attending the Children's Center.** Drop ins will be accommodated only if space is available. Please ask for a copy of the Reservation Policy next time you are in the Children's Center.

**Please Note: Children's Center may close early if there are no children present and no reservations by 6:00 pm on weekdays and 2:00 pm on weekends. Please make reservation for late in the day visits. We encourage families to make reservations for children of all ages when you have a Spa appointment to ensure the children's center will be open. For reservations, cancellations, and information, please call 521-5416 x 115.**

## Fees

The fee for the Children's Center is **\$5.75 per hour** for the first child in the family. Please see the back of the brochure for fee schedule. **Any stay past the quarter hour will be rounded up to the next hour or half hour.**

A **"no-show"** fee will be charged to your account if you fail to cancel a reservation and we turn others away.

Failure to sign your children in or out will result in a charge of the **maximum length per visit.** So please remember to sign your children in and out.

**A late fee of \$5.00 for every 5 minutes** will be charged if your child has not been picked up after the max hours allowed.

## Policies

1.) Parents must remain on the premises at all times throughout their child's visit. **Any parent leaving the club premises will be subject to a \$50 fine** and suspension of child care privileges.

2.) Children must be registered on the "Sign In" sheet for each visit. Parents are responsible for providing complete information, including their location within the Club. **Failure to note a departure time may result in a charge for the maximum allowable length of time.**

3.) All children must have a Children's Center Emergency Information Form on file by their second visit. Information should be complete and specific as possible. Parents should update the form as necessary.

4.) **Absolutely no ill children** should be brought to the Children's Center. Parents will be summoned if staff notes signs of illness. We strive to provide a healthy environment; please respect the health of others and keep ill children at home.

5.) Infants are to be fed and changed before they are signed in. Toddlers should arrive in clean, dry diapers. **Parents may be asked to come to the Children's Center to change children older than 2.** An extra bottle is suggested for infants. Refrigeration is available.

6.) Toddlers and older children are welcome to bring their breakfast, lunch or dinner, provided they are able to eat without staff assistance.

7.) Children's belongings must be labeled – diapers, diaper bags, bottles, lunch boxes, jackets, etc. **Staff cannot accept responsibility for unlabeled items.** Extra diapers should be brought with visit or left at the center.

8.) The Center has a wide assortment of books, toys, games, and supervised projects. It is advised that all objects, other than security items be left at home. **The Club cannot be responsible for lost, broken, or stolen items.** Lost and Found items will be held for 14 days.

9.) Payment must be made by cash or Club charge. Unless otherwise requested, each visit will be charged to your HBC account at the close of that business day.