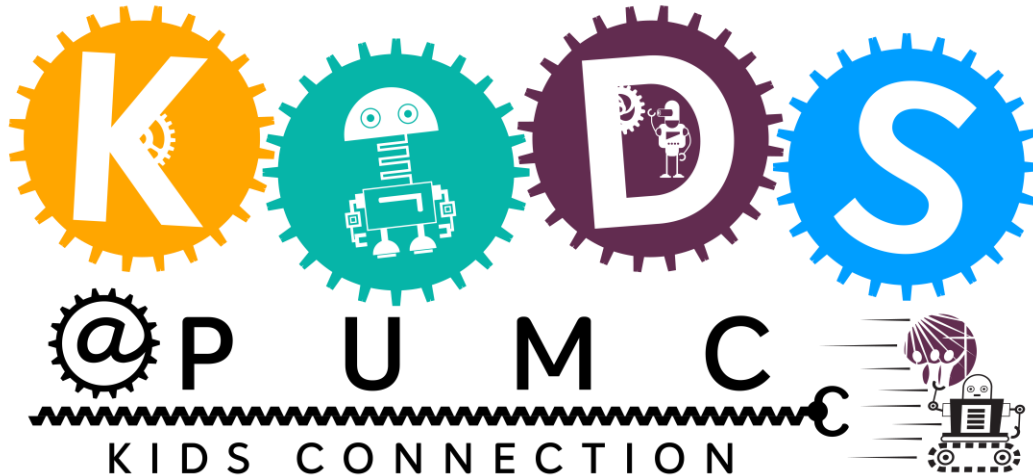


Kids Connection



Before/After School Program

Parent Handbook

Plainfield United Methodist Church
600 Simmons St
Plainfield, IN 46168
317-839-2319 ext. 238
www.pumc.org
Email: kidsconnection@pumc.org

Updated 7/29/20

Dear Parent(s) and Guardian(s),

Here at the Kids Connection, out of school program, your child's safety and welfare come first. We offer your child the opportunity to relax, enjoy a snack, and receive help with homework in any subject. We hope that this will help your family enjoy the time you have together after you arrive home.

If you have any concerns about your child, please see me and we will set up a conference with the leaders and aides who interact with your child. I look forward to meeting with you and sharing in your child's success in our program.

Sincerely,

Carissa Wooden
Director Kids Connection
cwooden@pumc.org
317-839-2319 ext. 238

MISSION STATEMENT

Kids Connection is a before and after school program of Plainfield United Methodist Church for students grades K-5 in the Plainfield School Corporation that provides care, academic support, and creative activities in a safe, structured, Christian environment.

ENROLLMENT POLICY

Enrollment at Kids Connection is open to children in Kindergarten through fifth grade attending one of the elementary schools in Plainfield. Enrollment shall be granted without regard to a child's race, color, creed, religion, national origin, gender, or disability; and without regard to a parent or guardian's race, color, creed, religion, age, national origin, gender, pregnancy or disability.

Parents can apply for enrollment of their child in Kids Connection by completing the registration form online at pumc.org and paying the appropriate registration fee either online or by cash or check made payable to Kids Connection and placed in the tuition box at Kids Connection. The registration fee is **non-refundable**.

Initial enrollment is contingent upon receipt of the completed registration form, signed fee agreement, registration fee, emergency form/transportation agreement, and signed parent handbook receipt.

The registration form and registration fee are not intended to serve as contracts guaranteeing service for any duration. Kids Connection reserves the right to dismiss any parent and/or child at any time with or without cause.

Continued enrollment at Kids Connection is contingent upon the parents', emergency contact persons', and child's adherence to the policies and procedures of Kids Connection as outlined in this handbook including, but not limited to, timely payment of all fees and tuition.

Parents are required to notify Kids Connection immediately, should any of the information collected at the time of enrollment or any time thereafter change. Failure to do so may result in the child(ren) being dis-enrolled from the program.

TUITION

All custodial parents and/or legal guardians are required to sign a fee agreement prior to enrollment of their child in Kids Connection. Parents are required to indicate to whom all billing information and correspondence are to be addressed. Please indicate if there needs to be a second copy of all billing and all correspondence and to whom the second set needs to be addressed.

Payment Schedule

Tuition is due on the 1st business day of each month. If tuition is received after the 10th of the month, a \$10.00 late fee will be added to the tuition for that month. Each month that the tuition is late for the same family, \$5 will be added to the \$10 late fee. If a check is returned for insufficient funds, we will charge the tuition plus the bank charge.

Returned tuition checks will not be re-deposited. You will then be required to pay by cash, money order or by card online for the remainder of the school year.

All checks should be made out to: Kids Connection.

Receipts are available upon request. All payments must be placed in the payment box located outside of room 210 or mailed to: Kids Connection, 600 Simmons, Plainfield, IN 46168.

Tuition is due August through May of each school year. Tuition is equal for the 10 months and must be paid in full regardless of holidays or vacation schedules. You may pay this amount, monthly, quarterly, or yearly.

There is no credit given for vacations, scheduled school holidays, child illness, or for closings due to emergency situations, inclement weather, or acts of God.

All families will be given a list of **holidays** that both Kids Connection and Plainfield Schools will be CLOSED. You will also be given a list of days Plainfield Schools are closed, but Kids Connections will be open if you need care for your child. However, there will be an extra fee charged per day for the days your child attends. There will be a sign-up sheet for these days. Payment is due at the time of sign ups.

Non-payment of tuition is grounds for immediate dismissal from the program. Timely payments are essential for continued enrollment at Kids Connection;

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however, if you anticipate difficulty with paying on time, please discuss the matter with the Director immediately. If alternative arrangements for payment are approved, you will be notified by the Director.

Kids Connection DOES NOT accept child care subsidies.

The Director should receive written notice of withdrawal 30 days in advance so that we may fill the vacancy promptly. Tuition is payable for this entire period, whether your child attends.

Multi-Family Discount

After the first child, any additional children in the same family will receive a \$10 discount each month.

ARRIVAL PROCEDURES/TRANSPORTATION

Arrival Procedures

An adult must walk students up the stairs to their designated Kids Connection room upon arrival in the mornings. No child is to enter the building unsupervised.

Transportation from the Elementary Schools

The before care students will be transported to their designated school each morning. The aftercare children will be dismissed to the pick-up location at their respective schools by their classroom teachers. The children will be met at this location by a designated Plainfield United Methodist/Kids Connection vehicle. **If your child is going to be absent that day, please notify the Director so that the drivers will have an accurate list.**

Notification of Absence

Parents are required to inform the Director if a child will not be at the program on a scheduled day.

If your child is ill, we request that you notify the Director not only of the absence, but also the nature of the illness. This enables our staff to keep track of any illnesses, which may occur at our school. This information will only be shared with staff on a "need to know" basis.

Agency's Right to Refuse Admission

Kids Connection reserves the right to refuse admission to any child at any time with or without cause.

Possible reasons for the refusal of admission include but are not limited to:

1. Staff deems the child too ill to attend.
2. Domestic situations that present a safety risk to the child, staff or other children enrolled at Kids Connection if the child were present at the program.
3. Parent's failure to maintain accurate, up-to-date records.
4. Parent's failure to complete and return required documentation in a timely fashion.
5. Parent's failure to pay sufficient funds by the 10th of the month.

Parent WILL NOT be reimbursed tuition for days when their child is refused admission to the program

PICK UP PROCEDURES

Each family will be provided with two electronic security cards to enter the church. If a person without an electronic card is to pick up they will need to use the phone at the door, call the Kids Connection extension and show a photo ID before a child will be released. Once we dismiss your child to you, the parent is then solely responsible for supervising their child while on church premises. The parent may not allow a child to wander or run through the hallways, bathrooms, other classrooms, up and down the stairs, or play in or on the elevator and/or playgrounds.

New security measures have been installed in the church for the safety of our children. If you lose your security card, there will be a \$10 charge for a new one. The Director will be able to briefly discuss any matters with you or the other authorized adult at pick-up. However, should you feel it necessary to have an in-depth discussion or meeting, it is most appropriate to schedule the meeting for a later date because the Director is responsible for overseeing the pick-up procedures for all the students. A telephone conference may be scheduled for later in the day or the next day if the parent(s) is unable to meet at the church during the day.

Late Pick-Up

When a child is not picked up by 6 p.m., the parent(s) will be assessed a charge of \$10.00. Each time the child is picked up after the first offense, the late pick-up

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fee charge goes up in \$5 increments. All measurements of time are to be according to the Kids Connection clock.

The fee will be paid when the child attends next.

It is the parent's responsibility to ensure that someone (either a parent or Emergency/Alternate pick-up person) is available to pick up the child on time.

Persons Appearing to be Impaired by Drugs/Alcohol at Pick-Up

The staff at Kids Connection will contact local police and/or the other custodial parent should a parent appear to the staff of Kids Connection to be under the influence of drugs and/or alcohol. The parent's right to immediate access does not permit the staff from denying a custodial parent access to their child even if the parent is or appears to be impaired. However, Kids Connection staff will delay the impaired parent if possible, while contacting the other parent, the local police and Child Protective Services.

Any other authorized person who attempts to pick-up a child and appears to the staff of Kids Connection to be under the influence of drugs and/or alcohol will be denied access to the child. The staff at Kids Connection will contact the child's parents, local police and Child Protective Services to notify them of the situation.

Emergency/Alternate Pick-Up Forms

Parents are encouraged to include on the registration form all persons who, in the course of events, may at one time be asked to pick-up their child from Kids Connection. In an emergency the child's parents will be called first. If they cannot be reached, the staff will call the persons listed on this form until someone can be reached.

Should the staff contact a parent, and the parent is unable to pick up the child, it is then the responsibility of the parent to arrange for their child to be picked up by someone on the emergency list. A photo ID will be required prior to the staff releasing the child. There will be no exceptions to this rule.

All changes and/or additions to the Emergency/Alternate pick-up names must be made in writing and be dated and signed. Only custodial parents have the right to make changes or additions to this form.

Kids Connection reserves the right to refuse/ban any person listed as an Emergency/Alternate Contact person for any reason, including but not limited to violations of the policies/procedures contained herein. It is the responsibility

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of the enrolling parent(s) to inform each person on the Emergency/Alternate Form of the policies/procedures contained herein.

EMERGENCY CLOSING AND INCLEMENT WEATHER INFORMATION

In the event of an emergency closing and/or inclement weather, parents will be notified of the closing by listening to your local radio or TV station

. We follow the Plainfield School weather/emergency closing schedule.

Should the AM program need to close due to weather related school closing, the Kids Connection staff will attempt to reach the child's parents first to arrange for pick-up. Should the staff be unable to reach the parents, the persons listed on the emergency contact form will be called until pick up arrangements can be made.

Should the children need to be evacuated from the building, staff will notify the parents or emergency contact person at the time of the call of the pick-up location. Parents or emergency contact persons should report directly to the alternate location if one is indicated.

In the event of a 2-hour delay, we will be open and transport children at the correct time.

Kids Connection WILL NOT be in session on days that students are released from school early due to inclement weather. Parents will be responsible for making transportation arrangements for their child from their elementary school.

Should the program need to close for any reason, tuition will not be refunded or reduced for closures of less than 10 school days. If the closure extends beyond the 10 school days, parents will have their tuition reduced at a prorated basis for every day after the 10 school days.

CALENDAR

Kids Connection follows the Plainfield School Corporation calendar. Sign-up sheets for the school breaks will be posted at least 2 weeks prior to the break.

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There is an extra charge per day for your child to attend on these days. You must send a lunch for your child on sign up days. You will be given a list of these days along with a list of holidays that Kids Connection is closed.

DISCIPLINE

We believe that an elementary age child should be given two warnings for misbehavior for one day, and then turned over to the Director or her staff designee for a discussion of the misbehavior. Usually a "Time Out" is decided with an appropriate (based on the level of misbehavior) loss of time away from the other students. However, if a child continually disrupts the program parents will be notified and asked to conference with us.

Kids Connection does not condone physically disciplining the children.

DRESS CODE

Kids Connection follows the Plainfield School Corporation dress code.

HEALTH AND SAFETY

Children with Severe Allergies

If your child suffers from severe allergies, please bring in a doctor's note detailing the allergy and any precautions we need to take to avoid triggering this allergy. If medication needs to be taken while at Kids Connection, a medication form must be filled out by a parent/guardian. The medicine must be in its original container.

Communicable Diseases

Parents are required to pick up an ill child within 45 minutes of notification by phone. If the parent is reached, but cannot pick their child up within 45 minutes, it becomes the parent's responsibility to arrange for alternate pick-up with someone listed on the child's emergency contact form. The staff will not continue to call those listed on the emergency contact list once a parent is

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reached. If a parent cannot be reached, the staff will begin to call the people listed on the emergency contact form, until arrangements can be made for the child to be picked up.

Children will be excluded from participation in the program if they exhibit symptoms of any communicable disease. They will not be permitted to return to the program until they are no longer contagious. Kids Connection reserves the right to refuse to allow a child to return if the Director or designee believes the child to be too ill to participate in the program.

Children excluded from the program due to a fever may not return to the program until they are fever-free, without fever reducing medication, for 24 hours. If your child is sent home due to a fever, he/she is not permitted to return to the program the following day at a minimum.

Children are required to be excluded from the program for loose bowels or diarrhea which occurs 3 or more times in a 24-hour period. Children may return to the program when normal bowel movements resume.

If your child will be absent due to illness, we request that you notify the Director. This enables our staff to keep track of any illnesses, which may occur at our school. This information will only be shared with staff on a "need to know" basis. If your child has a communicable disease, we ask that you share the diagnosis with the Director, so that the parents of the other children may be notified that a communicable disease is present. Once again, only the communicable disease information will be shared. Kids Connection will take all measures necessary to protect your child's confidentiality. You are not required to disclose this information by law, and your continued enrollment will not be based whatsoever on your decision to share, (or not) the reason for your child's absence from school.

PLEASE KEEP YOUR CHILD HOME WHEN THEY HAVE ANY OF THE FOLLOWING 24-HOURS BEFORE SCHOOL:

Upset stomach
Unusual cough
Fever
Complaints of pain
Headache
Rash
Red or Water Eyes
"Pink Eye"
Earache
Head Lice

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Chicken Pox - they must be fever-free and completely scabbed over to return. If your child has a common cold, the child is to be without fever for at least 24-hours before returning. Please be sure that they feel well enough to be in a group, that they can play outside and that there is no excessive nasal discharge or cough.

Remember: a crisis at home affects the child's behavior at school. Let the Director know the joyous happenings, the upsetting experiences or important changes at home which may affect behavior. Examples: moving, new sibling, divorce, death (this includes the death of a pet), major illness, etc. These will be held in confidence and given to the staff on a "need to know" basis. Let the Director know what a child has been told about an impending birth, serious illness, being adopted, or a recent death so any conversation can follow more intelligently.

FIRE/EMERGENCY DRILLS

Kids Connection conducts periodic fire and emergency/evacuation drills - weather permitting. Parents, staff and children will not be made aware of drill dates or times, as this is the most effective way to assess the effectiveness of fire and emergency/evacuation plans.

During a fire/emergency drill or real fire/emergency situation, parents may not pick up their child(ren) until the drill is complete and the children have returned to the building. If the church is having a real fire/emergency, parents will be asked to wait until the Director or designee has accounted for all staff and the children and gives the staff permission to release children. It is important for parents and staff to work together, remain calm, and cooperate with the fire/emergency personnel and Kids Connection administration during these important and critical situations.

Incident/Accident Reports

Should your child be involved in an incident/accident during the Kids Connection day, a staff member will complete an Incident/Accident Report and parents will be notified. Should you feel it necessary to have an in-depth discussion or meeting, a scheduled meeting will be made with the Director in accordance with all parties' schedules.

SNACK TIME

Updated 1/16/15

A reasonably healthy snack will be provided by the Kids Connection staff each day. We ask that the children not bring outside food to the program.

For the safety of your child, parents are required to provide notification of any allergies (food or otherwise), with instructions for treatment should a child have an allergic reaction. Parents are required to provide notification of any food/dietary restrictions. (I.e. lactose intolerance, vegetarian diets, wheat free/gluten free diets).

Kids Connection never uses food as a punishment. Children will never be denied participation in snack time for behavior reasons.

CONFIDENTIALITY

Within Kids Connection, confidential and sensitive information will only be shared with employees of Kids Connection who have a “need to know” to most appropriately and safely care for your child. Confidential and sensitive information about faculty, other parents and/or children will not be shared with parents, as Kids Connection strives to protect everyone’s right of privacy. Confidential information includes, but is not limited to: names, addresses, phone numbers, disability information and HIV/AIDS status or other health related information of anyone associated with Kids Connection.

Outside of Kids Connection, confidential and sensitive information about a child will only be shared when the parent of the child has given express written consent, except where otherwise provided for by law. Parents will be provided with a document detailing the information that is to be shared outside of Kids Connection, persons with whom the information will be shared, and the reason(s) for sharing the information.

Any parent who violates the Confidentiality policy will not be permitted on agency property thereafter. Refer to the policy regarding Parents Right to Immediate Access for additional information regarding dis-enrollment of a child when a parent is prohibited from accessing agency property.

You may observe children here who are disabled or who exhibit behavior that may appear inappropriate. You may be curious or concerned about the other child. Our Confidentiality Policy protects every child’s privacy. Employees of Kids Connection are strictly prohibited from discussing anything about another child with you.

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MANDATED REPORTING OF SUSPECTED CHILD ABUSE AND/OR NEGLECT

Under the Child Protective Services Act, mandated reporters are required to report any suspicion of abuse or neglect to the appropriate authorities. The employees of Kids Connection are considered mandated reporters, under this law. The employees of Kids Connection are not required to discuss their suspicions with parents prior to reporting the matter to the appropriate authorities, nor are they required to investigate the cause of any suspicious marks, behavior or condition prior to making a report. Under the Act, mandated reporters can be held criminally responsible if they fail to report suspected abuse or neglect. We at Kids Connection take this responsibility very seriously and will make all warranted reports to the appropriate authorities. The Child Protective Services Act is designed to protect the welfare and best interest of all children.

As mandated reporters, the staff of Kids Connection cannot be held liable for reports made to Child Protective Services which are determined to be unfounded, provided the report was made in "good faith."

- Unusual bruising, marks, or cuts on the child's body
- Severe verbal reprimands
- Improper clothing relating to size, cleanliness, season
- Transporting a child without appropriate child restraints (e.g. car seats, seat belts, etc.)
- Dropping off or picking up a child while under the influence of illegal drugs or alcohol
- Not providing appropriate meals or including a drink for your child
- Leaving child unattended for any amount of time
- Failure to attend to the special needs of a disabled child
- Sending a sick child to school over medicated to hide symptoms, which would typically require the child to be kept at home until symptoms subside
- Children who exhibit behavior consistent with an abusive situation

CHILD CODE OF CONDUCT

Updated 1/16/15

Kids Connection requires enrolled children at all times, to behave in a manner consistent with decency, courtesy, and respect. One of the goals of Kids Connection is to provide the most appropriate environment in which a child can grow, learn and develop. Achieving this ideal environment is not only the responsibility of the employees of Kids Connection but is the responsibility of every parent or adult who interacts with the children. We ask your help in enforcing these rules with the students.

- Treat all leaders, aides, volunteers, and students with respect.
- Be sure a staff member knows where you are at all times.
- Do not interrupt, back talk, tattle, or put down others.
- Keep ALL body parts to ourselves.
- Do not touch items that belong to others without permission.
- Do not bring any toys from home unless requested by a teacher in writing.
- **No weapons play, real or imaginary.**

PARENT CODE OF CONDUCT

Kids Connection requires the parents of enrolled children at all times, to behave in a manner consistent with decency, courtesy, and respect. One of the goals of Kids Connection is to provide the most appropriate environment in which a child can grow, learn and develop. Achieving this ideal environment is not only the responsibility of the employees of Kids Connection but is the responsibility of each parent or adult who enters the building. Parents who violate the Parent Code of Conduct will not be permitted on the property thereafter. Please refer to the Policy on Parent's Right to Immediate Access for additional information regarding release of the child when a parent is prohibited from accessing the property.

Swearing/Cursing

No parent or adult is permitted to curse or use other inappropriate language on the property at any time, whether in the presence of children or not. Such language is considered offensive by many people and will not be tolerated. If a parent or adult feels frustrated or angry, it is more appropriate to verbally express their frustration or anger using non-offensive language. At NO time shall inappropriate language be directed toward members of the staff.

Threatening of Employees, Children, Other Parents or Adults Associated with Kids Connection

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Threats of any kind will not be tolerated. All threats will be reported to the appropriate authorities and will be prosecuted to the fullest extent of the law. While apologies for such behavior are appreciated, the program will not assume the risk of a second chance. **Parents must be responsible for and in control of their behavior at all time.**

Physical/Verbal Punishment of Your Child or Other Children at Kids Connection

Kids Connection does not support or condone corporal punishment of children and such acts are not permitted in the building. While verbal reprimands may be appropriate it is not appropriate for parents to verbally abuse their child. Doing so may cause undue embarrassment or emotional distress. Parents are always welcome to discuss a behavior issue with the teacher and to seek advice and guidance regarding appropriate and effective disciplinary procedures.

Parents are prohibited from addressing, for the purpose of correction or discipline, a child that is not their own. Of course, no parent or other adult may physically punish another parent's child. If a parent should witness another parent's child behaving in an inappropriate manner or is concerned about behavior reported to them by their own child, it is most appropriate for the parent to direct their concern to the Director.

All behavior concerns should be brought to the Director's attention. At that point, the Director will address the issue with the other parent. Although you may be curious as to the outcome of such a discussion, the Director is strictly prohibited from discussing anything about another child with you. All children enrolled in our program have privacy rights and are further protected by our Confidentiality Policy. You may be assured that we will not discuss anything about your child with another parent or adult visiting Kids Connection.

Smoking

For the health of all Kids Connection employees, children and associates, smoking is prohibited anywhere on the church property; including in the building, on the grounds, and in the parking lot. Parents who are smoking in their cars must dispose of the cigarette prior to entering the parking lot.

Firearms and Weapons

At no time is any person permitted to carry any type of Firearm, Ammunitions and/or Weapon on church property for any reason. Violations of this policy will result in immediate dismissal from the program.

Violations of the Safety Policy

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Parents are required to follow all safety procedures at all times. These procedures are designed not as mere inconveniences, but to protect the welfare and best interest of the employees, children and associates of Kids Connection. Please be particularly mindful of Kids Connection entrance procedures.

Confrontational Interactions with Employees, Other Parents or Associates of Kids Connection

While it is understood that parents will not always agree with the employees of Kids Connection or the parents of the other children, it is expected that all disagreements be handled in a calm and respectful manner. Confrontational interactions are not an appropriate means by which to communicate a point and are strictly prohibited.

Violations of the Confidentiality Policy

Kids Connection takes very seriously the responsibility of maintaining the confidentiality of all persons associated with the program. Parents must understand the implications of this responsibility. Parents need to recognize that the Confidentiality Policy not only applies to their child or family, but all children, families and employees associated with Kids Connection. Any parent who shares any information considered to be confidential or pressures employees or other parents for information which is not necessary for them to know, will be in violation of the Confidentiality Policy.

PARENT'S RIGHT TO IMMEDIATE ACCESS & COURT ORDERS

Parents of a child in our care are entitled to immediate access, without prior notice to their child, whenever they are in care at Kids Connection as provided by law.

In cases where the child is subject of a court order (ex. Custody Order, Restraining Order, or Protection from Abuse Order), Kids Connection must be provided with a Certified Copy of the most recent order and all amendments thereto. The orders of the court will be strictly followed unless the custodial parent(s) requests a more liberal variation of the order in writing. In the case where both parents are afforded shared/joint custody by order of the court, both parents must sign the request for more liberal interpretation of the order.

In the absence of a court order on file with Kids Connection, both parents shall be afforded equal access to their child as stipulated by law. Kids Connection cannot, without a court order, limit the access of one parent by request of the other parent, regardless of the reason. If a situation presents itself where one

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parent does not want the other parent to have access to their child, Kids Connection suggests that the parent keep the child with them until a court order is issued, since our rights to retain your child are secondary to the other parent's right to immediate access. Kids Connection staff will contact the local police should a conflict arise.

If conflicting court orders are presented, the most recently dated court order will be followed.

Once presented with a Protection from Abuse Order or a Restraining Order, Kids Connection is obligated to follow the order for the entire period it is in effect. Employees of Kids Connection cannot, at the request of anyone, except the issuing judge, allow a Protection from Abuse Order and/or a Restraining Order to be violated. Kids Connection will report any violations of these orders to the court.

Non-custodial visitors are asked to schedule appointments with the Kids Connection Director and are allowed in the facility only at the discretion of the Director. An employee of Kids Connection will accompany visitors at all times.

Kids Connection will dismiss any child whose parent or legal guardian is prohibited from entering the property. Due to the parent's right to immediate access policy, as well as state and federal regulations, Kids Connection cannot have a child in the program when the child's parent is prohibited access. Kids Connection will not agree to any request to maintain a child's enrollment even if the parent agrees to stay out of the church. Such an agreement is a violation of the law and will not be entertained.

DISMISSAL

Kids Connection reserves the right to dismiss any child at any time, with or without cause. No refunds will be granted.

Any past due balances must be paid within 30 days of the dismissal. An invoice detailing any past due balance will be forwarded to the address indicated in the child's file within one week of the dismissal. Any balances remaining after the 30-day period will be referred to the program's legal counsel for collection.

The Director or designee will assist the parent in gathering their child's belonging at the time of dismissal and parents are required to leave the Kids Connection property in a calm and respectful manner immediately. Kids

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Connection will request assistance from local police should any parent become disruptive and/or uncooperative while gathering their child's belongings upon dismissal.

A dismissed child and his/her parents are required to call and request an appointment with the Director if they wish to return to the property following a dismissal. Appointments are made at the discretion of the Director and are not a right of the dismissed child or parent.

Following a dismissal, any parent or child who harasses, threatens or in any manner causes harm to anyone affiliated with the program by calling, writing, or any other means, will be prosecuted to the fullest extent of the law by Kids Connection.

STAFF EMPLOYMENT BY CLIENT POLICY

If parents choose to employ a Kids Connection staff member outside of the program, Kids Connection is not liable for the staff members actions during that time. Employment refers to any relationship outside of the program's services, which involves an employee of Kids Connection to interact with a current client of Kids Connection. Such relationships include but are not limited to; babysitting, house-sitting, mother's helper, nanny services regardless of whether those services are voluntary or paid.

