



MWR Fitness Center

Child Care Co-op

*Funded and operated by West Point Parents
Under the Supervision of the Child Development Center*

Hours of Operation

Monday-Friday

0845-1115

Operates in accordance with the West Point Elementary School calendar!

Participation

- Open to parents with MWR Fitness Center and CDC/YS privileges
- Must complete brief VCCUS Training administered by CDC
- Children must be registered with CDC/YS

For More Information, Contact

President: Barbara Dillon

845-977-0345 or barbaragdillon@hotmail.com

Secretary: Deanna Grande

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West Point MWR Fitness Center Child Care Co-op Bylaws

Published: July 26, 2006 and Revised March 18, 2007

The **purpose** of the co-op is to provide child care for our members so they may utilize the MWR Fitness Center facilities. Members may use the child care anytime during operating hours and in return, provide child care for a predetermined amount of time.

The co-op consists of volunteers, is managed by our volunteers and is under the supervision of Kim Tague, Outreach Services Director for the West Point Child Development Center. Volunteers must complete training offered by Kim Tague before participating in the co-op.

Operating hours (i.e. days of the week and total daily hours) are determined by the volunteers and are based on how many shifts they unanimously agree to work and the child-to-provider ratios required by the Child Development Center guidelines.

Volunteers must agree to and abide by the following **general rules**:

1. To participate, *your child* must be registered with Child Development Center/Youth Services and *you* must complete the required child care training.
2. As a member, you are committed to your predetermined work shifts. If you are not able to work, *you* are responsible for covering your shift. A member roster and schedule will be provided with telephone numbers for you to call and arrange coverage. The telephone is the *preferred method*, however if you foresee your absence in *adequate time*, you may use e-mail. *Do not use e-mail for last-minute absences, as not all members check their e-mail on a consistent basis.*
3. The MWR Fitness Center Co-op follows the West Point School's calendar and will not operate on holidays, Inservice days, Code Red or other instances in which school is not in session. The co-op will operate on WPES half days, but only for the *first* shift and will be staffed with extra volunteers to compensate the reduced shift.
4. When entering the gym, please walk to the *far left* along the wall next to the treadmills leading directly to the Child Care Room entrance. Please supervise children at *all times* and *do not allow* them to play on fitness equipment. This is for the safety of your children and the patrons of the Fitness Center.
5. Members may only use the co-op while using the Fitness Center. Members are not permitted to leave the building.
6. Only children of co-op members are permitted.
7. Children and volunteers should sign in and out when using and working the co-op.
8. The parent/guardian is responsible for diaper changes.
9. Members must abide by the child-to-provider ratios determined by the CDC. A ratio guide will be posted in the room and members arriving after ratios are full may have to wait for an opening. When ratio has been met *and* we have members waiting to drop off children, a RED FLAG will be placed on the door. Members using the gym the longest (i.e.: after one hour) should check in with the child care volunteers and may have to wrap up your workout so that others may use the co-op. This is a common courtesy to all members.
10. For the safety of our members, please *do not bring any food items*. Spill-proof cups and bottles should be labeled.
11. The co-op is democratic and managed by two volunteers serving as President and Secretary. The President will represent the co-op and make necessary administrative decisions. The Secretary will maintain the member roster and assist with the scheduling. These two positions will serve a quarterly term and be reimbursed with a predetermined number of "free" shifts.
12. If you must withdraw from the co-op, make every effort to get your remaining shifts covered.