

**Hours: Monday-Friday**  
**7:30 am-1 pm**  
**For ages 6 weeks to 5 years**

**Location: 3rd Floor**  
**Kaufman Building**

\$10/month/child  
\$110/year/child  
Drop-in fee: \$6/child

### **Things to Know**

1. You must purchase a daily, monthly or yearly pass at the Centerfit desk.
  2. We recommend that you schedule reservations for your child up to 7 days in advance by calling 412-521-8011, ext. 267. We cannot guarantee any space without a reservation
  3. You must cancel a reservation 2 hours ahead or your account will be charged a \$5 "no show" fee. There are no drop-offs without a reservation.
  4. If you are late dropping off your child, he/she must still be picked up at the reserved time. Late pick-up fees (\$2 per 5 minutes) will be enforced.
- In consideration of others, as well as to help us maintain the appropriate ratios, please make every effort to adhere to your reservation.
5. You must remain in the building at all times and be available by cell phone in case of emergency.

### **When You Arrive**

Please follow these guidelines. Our goal is to make this a convenient and smooth experience for you and your child.

1. Check in with caregivers
2. Sign in: Indicate monthly or daily pass. Make sure cell phone and other information is correct
3. Be prepared to spend 5 minutes or more checking in and transitioning children. (Newcomers may take longer.) We ask that parents stay with children the first one or two times they use Shortstop (for children who are aware of separation).
4. First-timers must fill out emergency form. Please let us know of any food or other allergies.
5. Please let the staff know what diaper bag/snacks you brought.

### **Complimentary Babysitting**

Monday through Thursday  
6-8:30 pm

Group exercise participants only.  
Reservations are required at ext. 267. Space is limited.

### **Our Staff Will:**

1. Ensure that there is a system of communication between staff and parents
2. Be happy to arrange a "getting to know you" meeting with parents and children, before your child's first visit, to inform you about policies and procedures.
3. Ensure that all forms and agreements are completed and contact information is kept up-to-date.
4. Keep an up-to-date record of any particular needs of your child.
5. Ensure that arrangements for your child's arrival and departure are clear and understood.

### **Sharing Information**

1. We ask you for information about your child, including his/her individual needs and requirements so that we can provide the best possible care.
2. We encourage parents to discuss any issues or concerns with staff.

### **What to Bring**

1. Diapers and wipes
2. Water or milk
3. Snacks
4. Change of clothes in case of accidents

## Health Policies

The health and safety of your child is our primary concern. Please keep sick children at home. Do not bring your child to Shortstop if he or she is not feeling well. For the protection of all, children with severe colds, runny noses and coughs should be kept home when they are most contagious. A child should be free of fever or diarrhea for a 24-hour period before coming to Shortstop.

Please notify us immediately if your child has developed, or has come in contact with any communicable illness. We notify all parents when there is a case of communicable sickness in Shortstop. If your child becomes ill while at Shortstop, we will notify you IMMEDIATELY.

When is a child too sick or contagious to bring to Shortstop? We have set up some guidelines to protect your child and other children:

- Any elevation of temperature in the past 24 hours
- May be re-admitted when fever-free for 24 hours without medication
- Conjunctivitis: An eye infection commonly referred to as "pink eye." The eye is generally red with some burning and there is thick, yellow drainage. Re-admitted with a doctor's note.
- Bronchitis: As diagnosed by a physician. This can begin with hoarseness, cough and slight elevation in temperature. The cough may be dry and painful

- Strep/Sore Throat/Scarlet Fever: Re-admitted 24 hours after the first antibiotic treatment
- Rashes: Must have a physician's note releasing child back into care at the JCC
- Impetigo of the skin: Shows up as red pimples, which eventually become small vesicles surrounded by a reddened area. The lesions occur in most areas of the body, particularly in the creases of the neck, groin, or underarm and face and hands. Re-admitted after first treatment.
- Non-food related diarrhea: Watery or greenish bowel movements that look different and are much more frequent than usual.(Re-admitted after 24 hours without diarrhea)
- Vomiting: Re-admitted after 24 hours without vomiting
- Unusual paleness, irritability, tiredness or lack of interest: If you think your child is coming down with something, he/she is probably becoming ill.
- Chicken Pox/Measles/Rubella: Re-admitted seven days after the onset of the rash
- Mumps: Re-admitted after fever and swelling have ceased
- Head Lice: Re-admitted after treatment with medicated shampoo and all nits are removed. Second shampoo treatment required 7-10 days after first treatment
- Smoking policy: The JCC is entirely smoke free. No smoking is permitted in the presence of children.



**Welcome to  
STUART WEINBAUM  
Shortstop  
Babysitting**



**Jewish Community Center  
of Greater Pittsburgh**