

# Cubs Den Guidelines & Policies

## Cubs Den Hours

Monday – Thursday	8am–12pm & 4pm–7pm
Friday	8am-12pm & 4pm-10pm
Saturday	8:30am-2pm & 5:30pm-10pm

Holiday/Event Hours will be posted.

**The following rules are to ensure that the proper care is given to your child(ren) and to provide the safest possible environment. We appreciate your cooperation.**

- **Any** use of Epping Forest Yacht Club’s childcare facilities require the following forms to be completed and signed by a parent or legal guardian authorized by the Club’s Membership Office.
  - 1) Cubs Den Release Form
  - 2) Cubs Den Child Information & Medical History Form
- The maximum capacity of the Cubs Den is (16) children with a maximum capacity of eight (8) children per Cubs Den Attendant, including a maximum of five (5) infants between the age of 6 months and up to the age of 18 months.
- To protect the well-being of others, children with any symptoms of illness are not allowed in the Cubs Den. Illness symptoms include (but are not limited) to: runny nose, sneezing, cough, watery eyes, fever, rash, fatigue, pink eye, open sores, vomiting and digestive disorders. If your child has **ANY** allergies, please advise our Cubs Den Attendant.
- You may bring snacks for your child. We request that you permanently label all cups and/or food containers with your child’s name. We are happy to occasionally provide generic snacks for those children who do not have their own. If you object to your child participating in “snack time” for any reason, please advise the Cubs Den Attendant.
  - **Due to peanut allergies, we prohibit ANY peanuts or products containing peanuts from being brought into the Cubs Den.**
- If your child is upset or disruptive, our staff will make a reasonable attempt to pacify and involve the child in activities for up to 20 minutes. Please be prepared to respond if a staff member requests that you return to pick up your child.

## Cubs Den Rates & Fees

- **On-Property:** \$4.50 per child per hour.
  - The Cubs Den has a three (3) hour maximum for on-property rates. Members or guests exceeding this will be charged the off-property rates per child per hour thereafter.
  - For your child's well being, we request that all parents or guardians remain in the areas designated for on-property use. These areas are: The Fitness Center, the DuPont Mansion & gardens, the Marina, the Wheelhouse Café, and the tennis courts. **(In case of an urgent childcare issue, our Cubs Den staff must have immediate access to the parents or guardians of the children in our care)**
  
- **Off-Property:** \$10 for the first child; \$5 per sibling per hour.
  - Specific contact and location information and estimated return time must be provided to a Cubs Den Attendant before leaving Epping Forest Yacht Club Property (estimated return time cannot exceed the amount of time given by the parent). Failure to provide this information will result in an additional \$20 charge. **(In case of an urgent childcare issue, our Cubs Den staff must have immediate access to the parents or guardians of the children in our care)**
  
- **Late Fees:** For children left after Cubs Den hours, members or guests will be charged a flat fee of \$15 for the first 15 minutes and will be charged an additional \$10 for the first child and \$5 per sibling for every 15 minutes thereafter.
  
- **Reservation Fees:** Reservations are **required** for Friday and Saturday nights and for any Cubs Den Events. Failure to cancel your reservation will result in a \$10 charge (reservations will be held for up to 30 minutes before cancellation). A \$10 non-reservation fee is added when children are brought to the Cubs Den without a reservation on Friday, Saturday, or Cubs Den Events.
  
- **Diaper Fees:** Please have your infant(s) in clean diapers before dropping him or her off in the Cubs Den. Please bring a supply of disposable diapers and baby wipes. A \$2 charge per diaper is charged for every diaper used from the Cubs Den supply.
  
- **Off-Property Event Fee:** For children attending a Cubs Den Event with a set price, an additional charge of \$10 for the first child and \$5 per sibling will be made when parents or guardians go off-property.
  
- **Non-Member Rate:** \$3 per hour is added to all regular hourly rates. \$3 is added to all regular fees.