

Learning Express Play Policies & Guidelines

Welcome to Learning Express Play! Our program offers a variety of ways for the children to enjoy and thrive in our facility. In order to meet requirements set by the MA Department of Early Education and Care (EEC) and for the safety of the children and staff, we must enforce the following Policies & Guidelines.

General Policy

The following requirements pertain to all Learning Express Play services:

1. A Parent or Guardian must receive a copy of and agree to these Policies & Guidelines before services are provided.
2. If a Parent or Guardian fails to comply with these conditions, Learning Express Play services will not be provided for their child.
3. A Parent or Guardian must provide us contact information including parent or guardian names, addresses, child names and at least one emergency phone number.
4. Our Staff will notify the Parent or Guardian immediately if there is a problem concerning the safety or discipline of their child.

Open Play

All of the following requirements must be met in order to be allowed access to the Open Play facility:

1. A Parent or Guardian must remain on the premises the entire time their children are in care;
2. A Parent or Guardian must remain responsible for the basic care of their children (including, but not limited to diapering, toileting, feeding, and discipline) and must perform these duties as needed.
3. A Parent or Guardian must respond immediately to their children's caretaking needs as they arise.
4. A Parent or Guardian must not have any responsibilities or obligations that could prevent their responding promptly to their children's needs.

Birthday Parties, Classes, Learning Express Prep, Week of Play and Kid's Night Out

In order for a child to participate in our instructional programs and birthday parties without a Parent or Guardian on the premises, all of the following requirements must be met:

1. The child must be at least three (3) years old
2. The child must be toilet-trained. Learning Express Play staff is not permitted to change diapers.
3. The child must be registered for a specific program.
4. A Parent or Guardian must drop off their child and pick them upon completion of the program. Learning Express Play is not licensed to provide childcare services.
5. Each child must have a parent or guardian sign up for a free account with our scheduling software.

6. No child may attend any of these programs or birthday parties in any combination more than 4 hours per day and no more than 6 days per month. This policy will be enforced through the use of our attendance system.
7. Services offered by Learning Express Play are not licensed by the Department of Early Education and Care or any other state agency.

If any of the above requirements are not satisfied, then a child may participate only if the "Open Play" requirements above are met.

Additional Birthday Party Host Requirements

In order to host a birthday party, the Parent or Guardian of the Birthday Child (the Host) must meet all of the following requirements.

1. The Host must remain on the premises the entire time.
2. The Host must remain responsible for the basic care of the child attendees (including, but not limited to diapering, toileting, feeding, and discipline) and must perform these duties as needed.
3. The Host must respond immediately to any caretaking needs as they arise.
4. The Host must not have any responsibilities or obligations that could prevent their responding promptly.
5. The Host must ensure that each child attendee has a Permission Slip signed by a Parent or Guardian.
6. All child attendees must be picked up and dropped off by a Parent or Guardian.
7. In addition to the parent or guardian, we require one adult Host for each ten (10) child attendees.