



The Mill Works

Kidz Zone

Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
9:00-11:30	9:00-11:30	9:00-11:30	9:00-11:30	9:00-11:30

Ages:

The Kidz Zone will be provided for children from 4 months old to 12 years old

Capacity:

The maximum number of children accepted in the Kidz Zone at one time will be 10. We will only have 2 children under 1 year of age at any given time.

Time Limit:

The time limit for each child in the Kidz Zone is 2 hours maximum each day

Late Policy:.

If your child is scheduled to play in the Kidz Zone and you are running late for drop off (over 15 minutes) please call The Mill Works and let us know!

Booking:

Please call 24 hours in advance to reserve your childcare spot in the Kidz Zone. You may book up to one week in advance. Bookings may be made in person, by emailing kristina@millworkswestford.com or by calling (978) 692-8222 during our normal business hours.

*Make sure your spot in the Kidz Zone is confirmed with the staff before bringing your child in.

Rates

Family Memberships:

Introductory Membership

Kid Zone: 1 Child will be \$5 an hour for each visit

Classic Membership

Kidz Zone: 1 Child included for each visit, each additional child \$2 per visit

Premium Membership

Kidz Zone: 2 children included for each visit

Cancellation Policy: We ask that you give us a 24 hour cancellation notice whenever possible so that others may have use of the Kidz Zone.

*If your child is feeling sick, we thankfully accept your cancellation! We appreciate your help in keeping Kidz Zone a healthy and safe place for children to play.

Daily Procedures

- All parents must remain in The Mill Works while their child is in the Kidz Zone.
- A parent/guardian must sign their child into the Kidz Zone by completing the appropriate area on the sign-in sheet at the Kidz Zone desk. When the parent returns, the signature will need to match the original signature to allow the child to leave.

**Please allow time for this so you can make it to your class, appointment or court on time. Make sure to let the staff know where in the facility you will be located.

- If a parent drops off their child and wants someone else to pick them up, written permission will be needed on the sign-in sheet or emergency contact. In addition, a picture I.D. is required to verify the identity of the individual picking up the child.
- We do ask that you schedule at least 24 hours in advance prior to your desired time in the Kidz Zone.
- If your child becomes ill, extremely unhappy, or unmanageable, you will be paged to the Kidz Zone, so be sure to let the front desk staff know what area of the facility you can be located.
- We request that parents bring any necessary personal items such as diapers, wipes and extra clothes. The Kidz Zone staff will not be changing soiled clothing or diapers. If necessary the parent will be located to assist as needed. We would prefer that you not bring personal toys. These items are provided by the Kidz Zone.
- No outside food permitted in the Kidz Zone
- In order to ensure a healthy environment for other children, members and staff, we encourage you to refrain from bringing a sick child into the Kidz Zone. Illnesses include, but are not limited to, colds, infections, runny noses, temperatures, vomiting, viruses, flu, rashes, conjunctivitis, etc., anything that could be spread to other children or Mill Works staff. We ask that they are on antibiotics for at least 24 hours before coming to the Kidz Zone. Please respect other children who are well and keep your child at home if they are showing any signs of illness.