



# CHILD CARE

## CHILDCARE

1. Arrive by 9:30
2. put up pack-in-play (NO SHOES INSIDE PLAYPEN Including Helpers and Kids)
  - a. Put together the two sides that are not put together. Each side consists of 4 longer poles and one short one. The two on top have styrofoam around them, the two on the bottom do not. The shorter pole goes in the middle with styrofoam.
3. During Service/Before Service be available to take kids 2 and under if there are any.
4. If you get a child, write their name parents name and parents phone number on a sticker to place on their backs.
5. We won't change diapers and try to keep shoes and food and drinks out of the playpen (However with food and drinks you can determine if they will be too messy.)
6. Text parents if Child needs a diaper change

## After SERVICE

Once all kids are picked up, only take apart short sides of play-pen. Place all parts inside playpen along with folded up floor part. Fold PlayPen towards each other and then again in half. It will fit long ways inside trailer.