



## THE WYCKOFF FAMILY YMCA

# Policy on the Release of Children

Each child may be released only to the child's parent(s) or person(s) authorized by the parent(s), as specified in N.J.A.C. 10:122-6.8(a)3, to take the child from the center and to assume responsibility for the child in an emergency if the parent(s) cannot be reached.

If a particular noncustodial parent has been denied access, or granted limited access to the child by a court order, the center shall secure documentation to this effect, maintain a copy on file, and comply with the terms of the court order.

The following procedures are followed by staff member(s) if the parent(s) or person(s) authorized by the parent(s), as specified above, fail to pick up a child at the time of the center's daily closing and require that:

- i. The child is supervised at all times;
- ii. Staff members attempt to contact the parent(s) or person(s) authorized by the parents;
- iii. An hour or more after closing time, and provided that other arrangements for releasing the child to his or her parent(s) or authorized person(s) have failed and the staff member(s) cannot continue to supervise the child at the center, the staff member shall call the Department's State Central Registry Hotline (1-877 NJ ABUSE/1-877-652-2873) to seek assistance in caring for the child until the parent(s) or person(s) authorized by the child's parent(s) is able to pick up the child.

The following procedures are followed by staff member(s) if the parent(s) or person(s) authorized by the parent(s), as specified in above, appear to be physically and/or emotionally impaired to the extent that, in the judgment of the director and/or staff member, the child would be placed at risk of harm if released to such an individual. The procedures require that:

- i. The child shall not be released to such an impaired individual;
- ii. Staff members attempt to contact the child's other parent or an alternative person(s) authorized by the parent(s);
- iii. If the parent or authorized person in question is violent or non-conforming, immediately call the police at 911. Safely, without putting yourself in harm's way, ask that person to go with you and if possible, another adult, to a location away from children and others at the site, until the authorities or authorized person arrive;
- iiii. If the center is unable to make alternative arrangements, as noted above, a staff member shall call the Department's State Central Registry Hotline (1-877 NJ ABUSE)/1-877-652-2873 to seek assistance in caring for the child.