



## The Hawk's Nest Policies and Rules

- The Hawk's Nest Babysitting Room is to be utilized by Hawk and Makerspace annual and monthly passholders when they are actively engaged in exercise, recreational activities, programs or events taking place on the grounds of the Hawk Community Center. Passholders will be awarded access at no charge.
- The Hawks Nest Babysitting Room is also available to other Hawk users engaging in exercise, recreational activities, programs or events for a fee once an emergency form is on file. Usage fees should be paid at Guest Services the same day and just prior to drop-off. Receipts should be presented to Hawk's Nest staff upon arrival.
- The Hawk's Nest Babysitting Room may ***not*** be utilized by City Employees while working on the clock regardless of their passholder status.
- Employees are ***not*** eligible to pay the fee to use the Hawk's Nest while working on the clock.
- Two-hour maximum stay per child. It is the user's responsibility to track their time inside the Hawk's Nest.
- All Hawk's Nest users must abide by the hours, rules and protocol of the space and remain on the premises during the entire duration of Hawk's Nest usage.
- Parents/Guardians must have a cellphone on them and be available for pick up and/or emergencies while the child is in the Hawk's Nest at any time.
- Ages 3-11 are permitted inside the Hawk's Nest.
- Children must be potty trained. Staff cannot assist children in the bathroom.
- Children that exhibit any symptoms of illness are not permitted in the Hawk's Nest.
- Parents/Caregivers are not permitted to stay in the Hawk's Nest.
- Sign-in/Sign-out Requirements:
  - Child's name and age
  - Parent/Guardian name
  - Who will collect the child at the end of their stay
  - The location(s) of the parent/guardian in the HAWK Community Center during the child's stay
  - Staff may request photo ID at pick-up

***The Hawk Management reserves the right to limit or suspend use of the Hawk's Nest, by Passholders or guests, if these polices and rules are not followed.***



The HAWK Community Center  
Guest Services: (248)699-6700

Hawk's Nest Manager Email: [Irinna@fhgov.com](mailto:Irinna@fhgov.com)