



Sally's YMCA

YKIDS Family Handbook

YKIDS Hours:
Located online at ymcacharlotte.org

YMCA Mission: To put Christian principles into practice through programs that build healthy spirit, mind and body for all.

Welcome to Sally's YMCA's YKIDS!

YKIDS is for children ages 2 months to 10 years old. Children are cared for by responsible, trained staff in a safe, fun environment while parents remain on the Sally's YMCA property.

This family handbook should answer all of your questions regarding policies, schedules, and other pertinent information needed for use of our YKIDS.

We look forward to getting to know you and your little one(s)!

Well Children Only, Please!:

Children cannot be accepted in YKIDS if they have had one or more of these symptoms in the proceeding 24 hours: fever, vomiting, green or yellow runny nose, and diarrhea. If your child develops one of these symptoms, we will contact you. OSHA (Occupational Safety and Health Administration) states that any child with a yellow or green discharge from the nose must be removed from the program immediately. Children whose fever is being treated with a fever-reducer such as Tylenol or Advil are still considered contagious. If your child's symptoms are from allergies, please have a physician submit a letter relaying they the symptoms are due to allergies. At the bottom of your registration form the wellness policy is more clearly defined and we ask you to sign it to acknowledge you have read and understand our policy.

Bottles:

All Infant bottles must be pre-measured and pre-mixed.

LABEL, LABEL AND LABEL!:

It is in your best interest and that of the staff to have everything labeled with a first and last name. (This includes: diaper bags, jackets, strollers, blankets, extra clothes, food & drink containers). Infants can only be fed bottles that are properly labeled. This is for the safety of the child.

Sometimes It Is Hard to Say Goodbye:

We like to accommodate all children in our program, but sometimes children have a difficult time adjusting or may just be having a sad day. If your child cries continually for more than 15-20 minutes, we will need to come and get you. We will work with children who are new to the program. If there is a problem, talk with a staff member about how we can work together to make your child have a more positive experience.

Personal items:

Please leave personal items such as toys at home where they are safe. The YMCA is not responsible for items brought into the YKIDS center.

Volunteers in YKIDS:

We always welcome volunteers in the program. If interested, volunteers must complete a volunteer application and description of duties. Volunteers in YKIDS must be over the age of 13 and must have gone thru proper volunteer training. Please see Program Director for further information.

Usage Terms:

Members may use the drop in care facility for up to 2 hours per day, per child. This time may be split or used consecutively. At no point may a member or non-member exceed the time frames listed above for un-licensed child care facilities.

Ratio's in Drop-In Childcare:

2 month to 12 months old --- 1:5
1 year olds --- 1:6
2 year olds --- 1:8
3 to 9 year olds --- 1:10

Short term drop in child care centers are not licensed and regulated by the state department of child development. All YMCA's of Greater Charlotte child care programs adhere to the YMCA quality standards. The YMCA of Greater Charlotte performs annual audits to ensure the quality of the program fulfilled.

Children may not participate in the following programs or a combination of the following programs for more than four hours in a 24 hours period in a Charlotte YMCA or a combination of the Charlotte YMCA's: Children's Enrichment Programs, Unlicensed pre-school, YKIDS, and Unlicensed Afterschool. The YMCA YKIDS program is a member-based service designed to care for your children while you, the legal guardian, **remain on site.**

What We Do In YKIDS:

Here at Sally's YMCA we are dedicated to enriching the lives of your child through educational activities, fun and explorative crafts, and by building their large gross motor skills outside as well as in the gym.

SALLY'S YMCA CHILDCARE BEHAVIOR POLICY:

The philosophy of our program is based on the character development principles of: Respect, Responsibility, Honesty, Caring, and Faith.

Expected Behaviors

Caring – love; putting others before yourself; serving others; and building a more responsive community.

Examples of appropriate behavior are - allowing people to go before you in lines, helping children/counselor, etc.

Examples of inappropriate behavior - fighting with another child, not accepting those around you, refusing to share, etc.

Honesty- integrity; telling the truth; keeping promises to self and others, trustworthiness, maintaining wholeness of spirit, mind, and body .

Examples of appropriate behavior- always telling the truth, upholding expectations set by program, coordinators, and counselors, following through on responsibilities given to them, etc.

Examples of inappropriate behavior - lying, or trying to mislead the truth, stealing, etc.

Respect – regard; treating others as you would have them treat you; acknowledging and accepting others regardless of differences.

Examples of appropriate behavior- welcoming all to play and be involved, thinking of others before yourself, listening to the needs of others, etc.

Examples of inappropriate behavior - verbally putting down or belittling, invading ones personal space, hitting another child/counselor, etc.

Responsibility – duty; to do what you should do; accepting accountability of actions; pursuing excellence; following through with personal commitments.

Examples of appropriate behavior- Following all expectations to the best of your ability, caring for the people, facility, and environment, accepting consequences of not following expectations, etc.

Examples of inappropriate behavior - throwing objects at another child/counselor, refusing to listen to instructions, not caring for people, facility, and environment, etc.

Faith – to develop your relationship with God; to be a seeker of truth; to trust yourself.

Examples of appropriate behavior - speaking the truth at all times in the appropriate manner, to believe yourself to be good and to always strive for that, etc.

Examples of inappropriate behaviors - hiding the truth from counselors, putting down oneself or others around them, inappropriate language, etc.

Format of Consequences

With these following consequences the YMCA reserves the right to evaluate the consequences of each case in light of its severity and content.

- **Verbal Warning and Redirection:** by staff to child. Staff will redirect child through multiple avenues of positive reinforcement, changing of activities or groups, etc.

- **Added Responsibilities:** In order to redirect and allow for character development we will direct the child to responsibilities that correlate to correcting the behavior in question.

- **Cool Down:** Staff will use this time to provide children with the space separate from activities in order to get away from distractions, refocus, and allow for staff and child to discuss the expected behavior not being followed.

- **Call to inform Parents:** Staff will use this opportunity to connect with parents on the behavior being displayed and try to glean information to understand fully what is happening so that staff can help the child in a holistic approach.

- **Call for Parent to pick up:** Staff will call parents for pick up if behavior continually jeopardizes the safety and well-being of your child as well as other children.

- **Schedule Meeting with Parent, Child, Staff, and Director:** This will be a formal meeting with all parties involved in order to come to an appropriate solution for behavior redirection and to connect on the consequences that will follow if behavior is not redirected.

- **Creative Solution:** This will be decided upon by Director and Senior Director and presented to family.

-**Suspension:** Timeline will be determined by Director and Senior Director and presented to the family.

Please feel free to contact me, Crystal Salazar, if you have any

questions regarding our YKIDS program.

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