



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Brace YMCA Children's Center Parent's Morning Out Guidelines & Reminders

The "Parent's Morning Out" program provides developmentally appropriate early-learning environments rich in social, emotional, physical and cognitive growth opportunities for children 6 weeks to 5 years old. Children will participate in learning centers, games, story time, drama, arts and crafts, music, Bible stories, and much more!

Registration Information

- This program is offered to active YMCA of Greater Charlotte members and Program Participants.
- Registration is on a first come, first serve basis.
- Registration begins 4 weeks prior to attendance.
- You may register as late as the day of, depending on space availability.
- Registration may be done in person or on line at ymcacharlotte.org. We cannot take "over the phone" registrations.

General Reminders

- Arrive a few minutes early to sign-in before dropping off. Please note: Our participant forms are updated every year to ensure correct and current emergency information. If you are coming in for the first time this school year, please plan an additional 10-15 minutes to complete the paperwork.
- Please have your receipt available if needed (especially if you are a late sign-up).
- Please sign your child(ren) in AND out. Updated attendance is critical in the case of an emergency.
- Toys and personal items (i.e. stuffed animals, electronics,) should be left at home so they do not get misplaced.
- All children should bring a lunch that is peanut/tree nut free (please check food labels) and a backpack/diaper bag that includes a change of clothes (all ages) and diapers/wipes (infants and toddlers).
- Please bring all food already prepared. No food preparation will take place by YMCA staff including the mixing of formula.
- Infants who wear cloth diapers must provide a separate, sealable bag for soiled diaper disposal.
- All children should arrive with a clean diaper, pull up, or having used the restroom prior to arrival.
- Please dress children in comfortable play clothes as they may get a bit messy during arts and crafts.
- Weather permitting children will play outside. YMCA Staff are not permitted to apply any type of sunscreen. Please come prepared for your child to play outside.
- The Y-Kids staff will make every effort to soothe and redirect upset children. However, if a child is inconsolable, we will make parents aware that their child is upset and the parent can make the decision whether or not to pick the child up early. Our staff wants to work with each family and make this the best experience possible for the children.

Sickness

- Any child who is sick (see wellness policy posted in the Y-Kids lobby), will not be allowed to attend the program.
- Early pick up will be required should a child exhibit symptoms of sickness during their stay.

Discipline

- The discipline philosophy of our program is based on the character development principles of: Respect, Responsibility, Honesty, Caring, and Faith. The staff will make every effort to relate to children on an individual basis as well as implement appropriate behavior management techniques like redirection and modeling appropriate behavior.
- A sequence of consequences will be followed for children displaying inappropriate behavior during their stay in Y-Kids (example: time out, documented write up, suspension, removal from program, etc.)
- Examples of Inappropriate behavior include, but are not limited to, the following...
 1. Fighting with another child (pushing, yelling, etc)
 2. Hitting another child/teacher (with closed fist...example: punch)
 3. Hitting another child/teacher (with open hand example: slap)
 4. Throwing objects at another child/teacher
 5. Other: Leaving Group, Spitting, Inappropriate Language, etc.
- Any child may be removed from the program for an extended period due to continual disruptive behavior or should they be a danger to themselves and/or others.

Pick-Up

- For the safety of your child, participants will only be released to the legal guardian or responsible adult listed on the current Participant Form.
- Every adult must present a photo ID at pick-up.
- Please help us speed up your pick-up process by having your ID ready.
- In the event that a child will be picked up by an adult not listed on the participant form, a parent note (including the person's name as it appears on their photo ID) is required and a photo ID must be shown at pick-up.

Lateness Policy

- A late fee of \$1 per minute will be charged for late pick ups after the five minute grace period, even if the parent calls to notify us that they are running late.
- Payment will be due at time of pick up. If this is not possible on the given day, payment will be due before the child may attend a Parent's Morning Out program again.

Cancellations

- Please contact the Member Services Desk only at 704-716-4200

Refund Policy

- No refunds, credits or switching of days can be given for cancellations without 24 hours notice, with the exception of a sick child who had a doctor's note.
- Refunds will be granted if more than 24 hours notice is given.
- A YMCA refund form (with doctor's note attached when applicable) must be completed at the Member Services Desk before a refund can be processed.

Holiday's

- Please contact the Brace Y-Kids at (704)716-4260 for a complete listing of our Y-Kids hours of operation during holiday breaks and during inclement weather.

North Carolina Law-Abiding Notice

- NC Law-Abiding Notice: Short-term drop-in care centers provide developmentally appropriate child care for children 6 weeks to 5 years old. Children may not participate in the following programs or a combination of the following programs for more than four hours in a 24 hour period in a Charlotte YMCA or a combination of Charlotte YMCA's: Parent's Morning Out/Parent's Afternoon Out, Unlicensed Preschool, drop-in care, and Unlicensed Afterschool.
- Short-term, drop-in child care centers are not licensed and regulated by the State Department of Child Development. All YMCA of Greater Charlotte child care programs adhere to YMCA quality standards.
- Children may not participate in the following programs or combination of programs for more than 4 hours in a 24 hour period in a Charlotte YMCA or combination of YMCAs: Parent's Morning Out, unlicensed Preschool, Drop-in Care and Unlicensed Afterschool.