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2018-2019 Harris YMCA Afterschool Program (K-8) Quick Reference Guide for Parents

Quick Facts

1. Afterschool runs from 3pm (Elementary) and 4pm (Middle School) until 6:30pm, Monday – Friday.
2. On CMS teacher workdays, the Harris YMCA offers full-day “Out Of School Day” care from 7:30am – 6:00pm at an additional cost of \$22. Preregistration is required and all registration information will be sent out to parents at least 2 weeks in advance. “Out of School Day Care” is only offered to afterschool participants, with the exception of Holiday Camp and Spring Break Camp.
3. All K-3 afterschool classrooms are located in the Cato Education Center. 4th and 5th grade classrooms are in the Teen Center. All 6-8 afterschool classrooms are located in the Teen Center.

Attendance

1. Attendance – Parents are strongly encouraged to notify the afterschool program by email or phone if their child will not be attending on a particular day or range of days. If we do not receive prior notification of a child’s absence, we will contact a parent/guardian by phone to inquire about their absence.

Snack Information

1. Afterschool participants will receive a snack every day. The Harris YMCA strives to provide healthy options every day.
2. Participants are allowed to bring a snack of their own choosing.
3. The Harris Afterschool Program is a peanut sensitive facility and we ask that you do not send peanut products.

Transportation

1. What schools does the Harris YMCA serve?

Elementary School - Barringer Academic Center, Beverly Woods Elementary, Huntingtowne Farms Elementary, Myers Park Traditional, Olde Providence Elementary, Selwyn Elementary, Sharon Elementary, Park Road Montessori, Smithfield Elementary and Waddell Language Academy.

Middle Schools – Carmel Middle, Quail Hollow Middle, Alexander Graham Middle, Waddell Language Academy, and Randolph Middle.

Other schools may be added at CMS’s discretion.

2. How do the children arrive (Afterschool)?

All participants ride a CMS bus directly to the Harris YMCA, with the exception of Beverly Woods Elementary and Carmel Middle School. Students from Beverly Woods Elementary will walk across to the Harris YMCA with afterschool staff. Parents of Beverly Woods students should inform school staff of their enrollment of the YMCA Afterschool Program. The Harris YMCA picks up from Carmel using a YMCA bus.

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3. How do I get my child on the bus?

For CMS Buses: Parents complete an "Alternate Stop Request" online through CMS transportation. The link can be found here [Alternate Stop Request Form >>](#) Please make sure to get this completed as quickly as possible to ensure your child gets on the correct bus.

Exception: For Carmel Middle School, no transportation documentation is needed. Our staff transport participants to the Y using a YMCA bus.

Homework

1. Does my child get homework help every day?

Elementary - From 3:30pm – 4:00pm, 1st grade – 5th grades have a mandatory "homework" time scheduled in their classrooms, Monday – Thursday. The kindergarten classroom has "centers" instead of homework time where they'll rotate through activities such as reading, games and arts & crafts.

Middle School - From 3:45pm – 4:45pm, all middle school students are required to have homework time. The homework space will also remain open until 5:30pm for students who still have additional homework to complete.

2. What if my child needs more homework time?

We have dedicated homework staff that run a homework classroom. Participants can elect to go to "homework room" on their own or parents can elect for afterschool staff to require their child to attend homework room until all homework is completed. Send an email to harrisafterschool@ymcacharlotte.org if you would like your child to attend the Homework Room during specific days and/or times.

Elementary School Daily Schedule

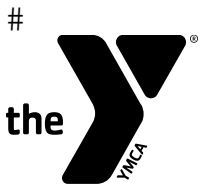
- 3:00pm – 3:15pm – Arrival & Free-play
- 3:15pm – 3:30pm – Snack
- 3:30pm – 4:00pm – Centers (K) Homework (1st – 5th)
- 4:00pm – 4:45pm – Outdoor Physical Activity Time
- 4:45pm – 5:30pm – Indoor Enrichment Activities
- 5:30pm – 6:30pm – Additional Activities/Rides Out
- Every Friday, K/1st, 2nd/3rd and 4th/5th have Clubs. Clubs are changed monthly and participants can choose their club from a range of options. Different clubs throughout the year may be cooking, science, board games, art, scavenger hunts, swimming, etc.

Middle School Daily Schedule

After School (3:45pm – 6:30pm)

- 4:00pm – 4:45pm – Homework Time
- 4:45pm – 5:30pm – Outside games & physical activities
- 5:30pm – 6:30pm – Teen Center games & activities

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Escorting to/from other YMCA programs

1. Does afterschool transport my child to another program at the Harris YMCA? Yes, we have “runner” staff that takes participants to and from other programs such as swimming, sports, dance and gymnastics on the Harris YMCA Campus between 3:00-6:00.
2. How does my child get to another program? Parents are asked to complete a “runner request form” to let afterschool staff know what programs, times, and days their child needs to attend. Afterschool staff will not have access to other programs’ rosters so we rely on “runner request forms” to get accurate information.
3. How do I get a “runner request form?” Runner forms are available on the after school central page or one can be filled out online. You may request the document via email or at the Cato Office as well.
4. Any other information? If a participant’s program ends after 6:00pm, parents will be required to pick up their child directly from their program area. Unfortunately, we also do not take children across the street to Beverly Woods Elementary school for soccer/basketball practices.

Pick Up Procedures/Authorized Pick Up List

1. Pick-up runs from 4:30pm – 6:30pm at the Cato Education Center for grades K – 3 and the Vivian Carroll Activity Center (Teen Center) for grades 4 - 8. Parents/guardians are required to show a valid photo ID AND be listed as an “authorized adult” to pick up their child.
2. All early pick-ups before 4:30pm should go to the Cato Office for assistance.
3. In order to find out who is listed as an authorized pick up for your child or to make additions/changes, sign into your YMCA account, or email harrisafterschool@ymcacharlotte.org
4. The Harris YMCA After School Program ends at 6:30pm. After that time a fee of \$1 a minute will be charged.

Who to Contact:

Afterschool Office
704-716-6858
harrisafterschool@ymcacharlotte.org

Courtney Stein
704-716-6845

Tim Jordan
704-716-6831

Colin Ashley
704-716-6910

Youth Services Department

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