



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



JOHNSTON YMCA CHILD DEVELOPMENT CENTER

2020-2021

Parent Handbook

ymcacharlotte.org

We are honored that you have chosen to partner with us in the healthy development of your child. We take this role very seriously and commit to providing your child with opportunities to explore and learn through developmentally appropriate activities in a safe, nurturing environment.

Please use this booklet as a resource regarding The Johnston YMCA Child Development Center policies and procedures.

In addition to reviewing the parent handbook, we ask that parents also read the “COVID-19 Precautions” information on Preschool Central to learn about the steps we are taking to prioritize the health and safety of our preschoolers and staff.

MISSION STATEMENT

The mission of The Johnston YMCA Child Development Center is to support and strengthen families by providing excellence in early learning experiences for the children in the surrounding community and the Greater Charlotte Area.

GOALS

- To provide a high-quality early learning program for children.
- To partner with families as children's first teachers and their children's best advocate for fulfilling their individual potential
- To manage The Johnston YMCA Child Development Center in a way that inspires confidence, trust and high levels of engagement
- To enhance the profession by exemplifying high levels of professional practice and by participating in learning opportunities and advocacy actions that elevate the field and highlight the importance of early education
- To surround children with enriching, varied, and appropriate experiences that support their holistic development especially in social –emotional and literacy and language development so that children are ready to be successful in kindergarten and beyond
- To broaden the community, national and world understanding of needs and development of young children and families including practices that foster exposure to ethnic and cultural diversity
- To connect children to services and resources within the community that supports the well-being and development of young children and strengthens their families.

CONTACT INFORMATION

This handbook provides important information about the program structure, policies and practices. Parents/Guardians who have questions or concerns regarding their child's participation or any other aspect of our programs are encouraged to visit our center and talk to our friendly, knowledgeable child development staff. Below is the contact information.

THE JOHNSTON YMCA CHILD DEVELOPMENT CENTER

3025 N. Davidson St

Charlotte, NC 28205

704 716 6300

www.ymcacharlotte.org/johnston

Should you have any questions or concerns regarding the Academy or other YMCA programs, you can reach the following staff/departments:

Teachers (Absences, Policies, Student/Parent Needs, etc): 704 716 6314

Academy Enrollment, Comments, Questions: Cory Knight, Senior Program Director 704 716 6314

cory.knight@ymcacharlotte.org

Monthly Payments/Tax Information: Heather Suttmiller

Heather.Suttmiller@ymcacharlotte.org

CURRICULUM

The Johnston YMCA is committed to the development of individual children, families and communities. Children benefit most from Child Development Centers that keep them actively engaged through play, physical, mental and emotional activities. Using activities tailored to each child's individual needs, the Johnston YMCA bases our lesson plans off the North Carolina Foundations for Early Learning and Development. Each learning activity in your child's class will be based on a specific goal and indicator from this document.

For more information on the North Carolina Foundations for Early Learning and Development (NCFELD), please visit <https://ncchildcare.ncdhhs.gov/Foundations-for-Early-Learning-and-Development>

The five developmental domains outlined in NCFELD are:

- Approaches to Play and Learning
- Emotional and Social Development
- Health and Physical Development
- Language Development and Communication
- Cognitive Development

Free choice centers and activities in your child's classroom will center around developing each of these domains.

CURRICULUM INCLUDES:



Social Skills:

Getting along with others, making friends



Diversity:

Appreciating differences in people, places and things



Math:

Assisting with basic concepts such as counting, shapes and data



Science

Experimental fun learning activities



Approaches to Play and Learning

Curiosity, persistence, attentiveness



Gross and Fine Motor Skills:

Movement and placement



Language/Literacy:

Verbal/non-verbal communication, reading, writing, and listening



Recognition of Self:

Self-esteem, likes, family, culture, talents, etc.



Nutrition and Healthy Living :

Health and wellness, healthy foods and activities



Cognitive:

Problem-solving, reasoning, executive thinking



Creative Expression:

Art, music, creative dramatics, puppets, crafts



ASSESSMENT POLICY

The Johnston YMCA Child Development Centers conduct assessments on all children at least twice annually (generally fall and spring). This ongoing process documents and assesses children's knowledge, behaviors and plans for their learning. The teaching staff assesses each child in their classroom environment by documenting observations, collecting samples of work, creating portfolios and taking anecdotal notes. Through intentional observations the teaching staff is able to have a comprehensive picture of the developmental needs of the individual child as well as the classroom as a whole, which will be the basis of planning for small and large group activities.

The teaching staff will conduct conferences with families to discuss the child's progress and together create a plan based on the child's individual needs. If the teaching staff and/or the parents feel there is a need for further formal assessment or assistance based on our evaluation, we will provide additional resources or refer the family to the appropriate agency. All results of the assessments are kept confidential.

The Johnston YMCA Child Development Center also incorporates child portfolios as part of our assessment policy.

Portfolios are collections of information relating to each child's development progress in an educational setting. Portfolios include: child's biography, self-portrait, family questionnaires, domains, portfolio summaries and child observations.

FAMILY PARTICIPATION/OPEN DOOR POLICY

We welcome your presence in the classroom, and on special days. Please keep in mind that open communication with your child's teacher is very important. Both the children and staff enjoy your participation. If you have time or talent to share, please let us know. The Johnston YMCA Child Development Center offers an open door policy to all of our parents.

- Family information boards are located in or around each classroom. Information is provided about upcoming events, lesson plans, menus and class routines. Please check this and sign-in/out sheets for information daily.
- Family conferences are scheduled a minimum of twice a year, or as needed.

SPECIAL NEEDS

If a child has special needs, please contact the Johnston YMCA leadership staff so that we can set up a time to talk before the child begins attending our program. We welcome all children in however, we do not have the capacity to provide one-on-one staffing support and attention. This meeting is designed to exchange information to make sure we can accommodate your child's needs within our staffing capabilities. We want to see that the family's needs and expectations are met.

THE JOHNSTON YMCA

CHILD DEVELOPMENT CENTER

FINANCIAL POLICIES

PAYMENT SCHEDULE AND PAYMENT OPTIONS:

I understand that tuition is due based on the payment schedule below. Tuition may be made by charge or debit card. Which will be charged to my bank account or to my "Credit/Debit Card on File" on or after the due date unless I have already made payment.

LATE TUITION AND SERVICE FEES:

Payments not made by the 15th of each month are subject to a \$25.00 late payment fee. If payment is not received at all by the beginning of the month of service, service is subject to cancellation. The Center will resubmit returned or declined bank transactions. Parents are responsible for all bank fee's charged during the collection process. Returned checks and declined debits are subject to a 25.00 service.

CHANGES OR WITHDRAWALS:

I understand any changes or withdrawal to the Johnston YMCA Child Development Center must be made in writing with a 15-day notice to the Director or Program Manager.

REFUNDS:

I understand that tuition may be refunded if I submit my request in writing and no later than 14-days before the student's withdrawal. I understand refunds are issued according to the form of the original payment. Payments made by credit/debit card are refunded to the same card. Payments made with a money order are refunded by check, mailed to my address on file, and may take up to 2-3 weeks.

LATE PICK UP FEES:

I understand that a fee of 1.00 per minute will apply for each minute that I am late in picking up my child from The Johnston YMCA and that fees are accessed starting at 1:06pm. Program Hours 9:00am-1:00pm.

PAYMENT SCHEDULE/TUITION DUE DATES

Tuition payments are drafted on the 15th of every month from August 15th—April 15th.

WHAT TO EXPECT

We want you and your children to be comfortable knowing what to expect right from the first day.

CHILD'S FIRST DAY

Sometimes it is just as difficult for a parent to face separation from a young child on the first day as it is for the child. Regardless of the personality of the child or how eager he or she may seem, there will be a moment when he or she realizes you are not going to stay. The emotions that accompany this realization are perfectly normal and natural.

If schedule permits, families may want to spend a few minutes looking around the environment together on the first day. Gradually, focus attention on another adult in the room. When the child senses that he or she is not being closely watched, he or she will usually start to relax.

It is also helpful to bring the child to see the environment and meet the staff prior to the first day of program. If parents show children they are comfortable with the program and the staff, children will feel comfortable. It is important that parents say "good-bye" to children (never sneak away) and then leave immediately. We welcome you to call and check on your child.

Remember to bring all the supplies listed in the classroom welcome packet.

GETTING STARTED

- Children must be signed-in upon arrival. Children must be escorted by the parent/guardian into the center, taken to the appropriate room(s) and assisted in washing hands, etc. Contact with the child's teacher is encouraged so that the teacher is aware of the child's arrival. If an unaccompanied child does not make it into the center, and to a staff person, the center will not be responsible for the child.
- We ask that any adult dropping off or picking up a child please refrain from talking on a cell phone. Center staff uses this time to speak with parents about important issues and we need your full attention.
- We ask that children arrive at the center by 9:15am not only to ensure they fully benefit from the educational portion of our program, but also for staffing ratio purposes.
- We understand that occasional conflicts may occur (medical appointments, transportation difficulties, etc.). When these do occur, it is the responsibility of the parent/guardian to call the center by 9:30am to inform the staff of a child's late arrival or absence.

Note: Please do not allow your child to come into the center eating any food.



PICK UP TIME

Upon departure from the center, the following guidelines will be followed:

- Parents/guardians picking up children are required to sign-out their children.
- Older siblings may pick up younger siblings, but they must be at least 18 years of age.
- Children will be released only to those persons listed on the Family Information form as authorized to pickup identified by the parent/guardian.
- If the parent/guardian wants to change the pickup person it must be in writing. The new person must show proof of identification.
- If a parent/guardian or person authorized to pick up a child is intoxicated or substance impaired when they come to the center, staff will offer to call a cab or another person to transport them. If the person insists on leaving, they will be informed that the police will be called about an intoxicated or substance impaired driver leaving our premises. Additionally, Child Protective Services will be called.

WEEKLY ACTIVITIES

Children participate in many activities during a typical day including outdoor play/nature walks, literacy and language, science, health and wellness, character development, music appreciation, and cooking. Each weekday also features its own activity designated only for that day of the week. Those featured activities may change throughout the year. In these cases, we will notify parents as soon as possible.

TOYS FROM HOME

Except for toys needed for the first day of school to help ease a young child's transition, we respectfully ask that personal toys be kept at home. Technological toys/games are to be kept at home as well. The Johnston YMCA does not assume responsibility for personal toys.

EQUIPMENT USE AND SUPPLIES

The Center will make numerous types of equipment and supplies available to children for use during free play and group activities. Normal wear and tear is expected. We simply ask that the equipment and supplies be treated with respect. If a child willfully destroys property, the parent will assume financial responsibility for that property.

DONATIONS

We invite you to donate "recycled" arts and crafts materials such as baby food jars, fabric pieces, frozen juice lids, egg cartons, toilet paper and paper towel rolls, etc. We also accept gently used toys and books. Wish lists for the center and classrooms are available.

CELEBRATIONS

If you choose to bring a snack to a celebration, we prefer the foods are not high in sugar content such as: cookies, cakes, cupcakes, candy, or pop. Healthy treats that we recommend: fruit bars, fruit popsicles, or fruit trays. Foods brought in to the center must be made and packaged at a licensed facility. Unfortunately, homemade food items are not allowed. If you're unclear if a treat would be appropriate, please contact the Center Director for clarification. Please let us know if children cannot take part in a certain celebration so that we can prepare an alternative activity for him or her. Parents should work closely with the teacher at least two weeks in advance to coordinate the time and the type of activity / celebration being planned. The teacher and center director must be aware of and approve all class celebration plans. We do not host birthday parties at the Johnston YMCA.

WHAT YOUR CHILD SHOULD WEAR

Your children will go outside every day – please dress your him or her in clothes appropriate for active inside and outside daily play, as well as for changing weather. Label all belongings including hats, coats and mittens. In the summer, due to safety reasons, children may not wear flip flops or crocs. Closed-toed shoes with the heel enclosed are required.

NOTE: During the winter, please make sure your child has a heavy coat, hat and gloves. During toilet training, it is recommended to wear easy to pull up/down bottoms and bring several sets of extra clothes.

EXTRA CLOTHING

It may be a good idea to bring two extra set of clothes. If your child has an accident and does not have an extra set of clothes, parents or emergency contacts will be called and asked for extra clothes or pick up within 30 minutes.

OBSERVANCE OF HOLIDAYS

The Johnston YMCA Child Development Center will be closed on major holidays, including but not limited to, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Day, and New Year's Day. A calendar is posted in the center. Our half-day program follows the Charlotte-Mecklenburg Schools calendar and will be closed during teacher workdays, etc.



LATE PICKUP PROCEDURE

We respectfully ask that children be picked up on time. If a situation arises where you will be late, contact The Johnston YMCA Child Development Center as soon as possible. We will attempt reaching emergency contacts if you are late in excess of 5 minutes. A late fee of \$1 per minute per child, for late pickups. Late fees must be paid in full as part of the next scheduled payment. If your child is not picked up 30 minutes after closing and no word has been received, the local police department or Child Protective Services will be notified.

INCLEMENT WEATHER POLICY

The safety of families and staff is important to us. In case of inclement weather, parents will be informed by email what accommodations will be made or closures, if any. Decisions to close The Johnston YMCA Child Development Center will be made amongst senior leadership with the consideration of the safety and security of our staff and children.

COMMUNICATION

As with all relationships, communication is the key. Please let us know what is happening in your family or child's life that may affect behavior, need to be celebrated, mourned, etc. For questions or concerns that require more than a few minutes, please schedule an appointment with the Center Director. Questions or concerns regarding curriculum, your child's participation, behavior, etc., are always welcome. In turn, we will make every effort to give you regular feedback. Parents and staff are expected to communicate on a regular basis. The appropriate times and ways to communicate are at drop-off and pick-up, through YMCA email, and via the Center phone line. Parents will receive a copy of our newsletter every month.

TRANSITION MEETINGS

We follow the best interest of your child's development and progress at all times. We determine whether your child is ready to transition to the next classroom based on his or her social emotional skills and age. Our age groups are aligned to give your child the optimal experience with each classroom full of caregivers. Refer to the age chart for classroom ages.

SERIOUS CHALLENGING BEHAVIOR

While challenging behaviors is part of typical child development and our teachers are well trained and resourced to address those needs, some behaviors require immediate intervention and an emergency meeting to be scheduled. In those cases the parents will be notified and a meeting held before the child can return. The purpose of the meeting would be to share information and create a safety and intervention plan to assist the child in developing the appropriate social emotional skills need to cope with the challenges of the day.

CONFIDENTIALITY STATEMENT

Confidentiality is important. Parents and staff should make specific efforts to keep information private. Children are often listening and can draw conclusion that are wrong or worry about things that are for adults to deal with. Disclosure, provision and/or reproduction of employees' or children's files to unauthorized persons are against The Johnston YMCA Child Development policy. Personal information about a child or his or her parents will not be discussed with anyone, unless it directly affects the well-being of the child. Parents can provide written permission to the center and the staff to speak to third party agencies. This permission must be renewed annually.

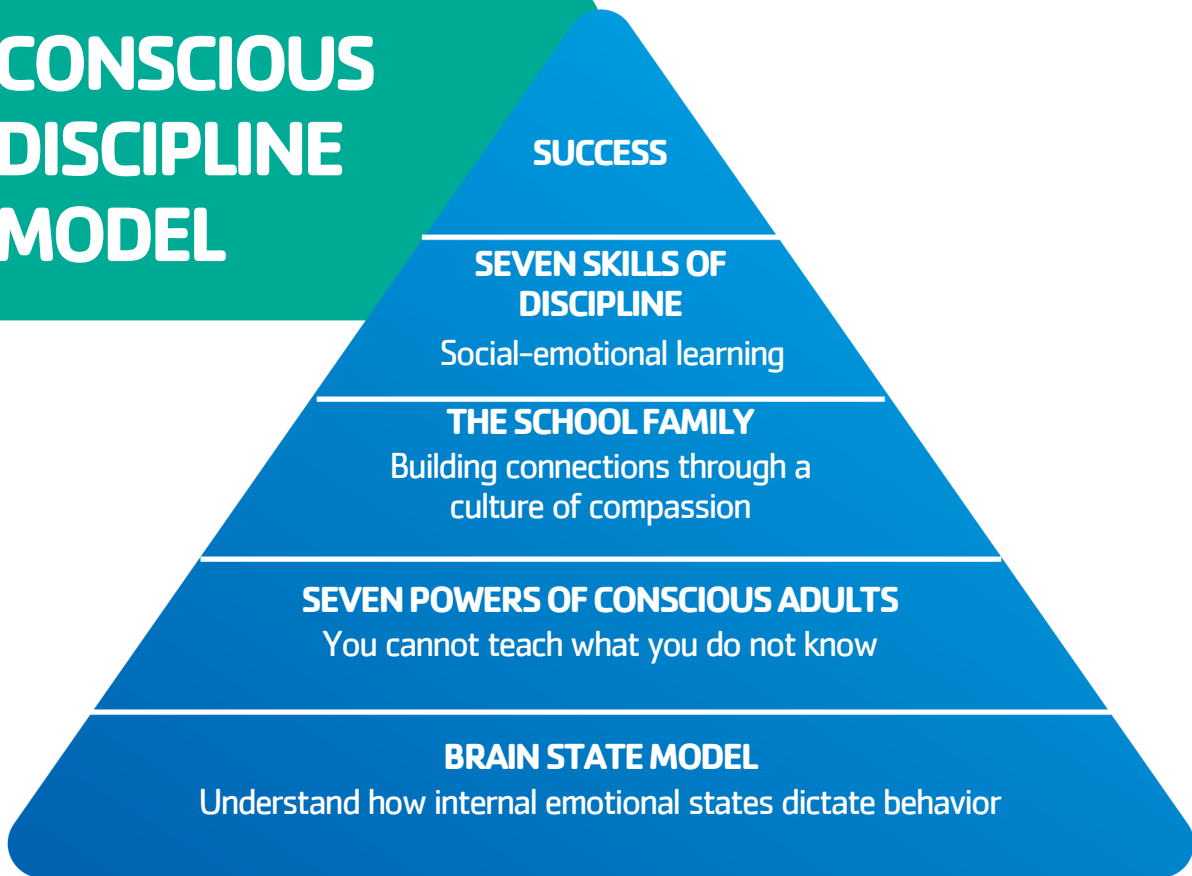
EMERGENCY EVACUATION PLAN

The Johnston YMCA has a comprehensive emergency response plan including an evacuation plan. If the plan is implemented, the center will communicate with families about the situation and the procedures to follow to pick-up your child.

OUR APPROACH TO SOCIAL EMOTIONAL LEARNING

The Johnston YMCA Child Development Center provides a calm and consistent environment, in an effort to make children feel comfortable and safe, thus preventing behavioral issues. Our philosophy is to encourage and acknowledge positive behavior, minimizing the amount of behavioral occurrences. We use Conscious Discipline with the children to provide a comprehensive approach to self-awareness and social emotional regulation. This approach empowers them with self-awareness, developmental knowledge and skills to navigate through social situations successfully. We use the strategies of Conscious Discipline to teach social emotional skills and allow children to practice those skills in a natural setting.

CONSCIOUS DISCIPLINE MODEL



Child Guidance Practices that we embrace:

1. We DO praise and encourage children for helpful behaviors
2. We DO model appropriate behavior for children
3. We DO set reasonable, age– appropriate limits
4. We DO provide natural and logical consequences for children’s behavior
5. We DO ignore minor behaviors
6. We DO listen to children respecting their feelings, needs and wants
7. We DO explain things to children on their levels

Practices which are prohibited include:

1. We DO NOT spank, shake, pinch or physically punish children.
2. We DO NOT withhold food, rest or bathroom opportunities to discipline.
3. We DO NOT yell, threaten or use abusive, profane or sarcastic language.
4. We DO NOT leave children alone, unattended or without supervision.
5. We DO NOT shame or punish children for bathroom accidents.
6. We DO NOT allow children to discipline or supervise other children.
7. We DO NOT place children in locked rooms, closets or boxes as punishment

If a pattern of aggressive or inappropriate behavior emerges in a particular child, the teacher, in consultation with their supervisor, will schedule a conference with the parents to determine how the center and the family can improve the situation.

TODDLER ROUTINE

The following information is specific to children in the 1's & 2's classrooms at our Center.

TYPICAL DAY

Below is a typical day in your child's classroom, however, please note that all schedules are not the same and are subject to change in rotation at any time, in the best interest of the children.

SAMPLE DAY: TODDLER



9:00am: Welcome
9:15am: Diaper changes
9:30am: Outside prep
*Winter: snow gear | Summer: sunscreen
9:30am: Outside (weather permitting)
*Poor weather: child directed play/centers
10:15am: Snack

10:30am: Circle (Books, songs, music and movement)
10:45am: Art, sensory table or small group activity
11:15am: Lunch prep/wash hands

11:30am: Lunch
12:00pm: Diaper changes/wash hands, story time
12:15pm: Child-Directed Play, Sensory Materials, or small group lesson.
12:45pm: Prepare for Pick-Up, Closing Activities

*All children are diapered/toileted every two hours or as needed



REST TIME

Children under 3 years are provided space to rest at any time. Children 16 months to 2 and a half years eat and sleep on demand. Quiet activities will be provided for children ages 18 months and older who are not asleep after 30 minutes of resting.

NUTRITION

We feel nutrition is an integral part of each child's well-being and life-long eating habits. Therefore, we recommend that snacks and meals provided from home contain nutritious items that are low in sugar content.

ALLERGIES

If your child has dietary needs or allergies, it must be indicated on the emergency contact form, submitted prior to enrollment. All known allergens for each classroom will be posted on the classroom door and in the kitchen.

MEAL TIME

Parents must provide snack and lunch daily from home.



PRESCHOOL ROUTINE

The following information is specific to children in preschool classrooms care at our Center.

TYPICAL DAY

Below is a typical day in your child's classroom, however, please note that all schedules are not the same and are subject to change in rotation at any time, in the best interest of the children.

SAMPLE DAY: PRESCHOOL



9:00am: Welcome

9:15am: Free choice

9:45am: Circle (Books, songs, music and movement)

10:00am: Snack

10:30am: Small group Lesson

11:00am: Outside (weather permitting)

*Poor weather: children may use the gym or gymnastics center

11:45am: Child-Directed Activities and Centers

12:00pm: Lunch

12:30pm: Wash Hands and Free Play

12:45pm: Prepare for Pick-Up



REST TIME

Because our half-day program operates for less than 5 hours, we do not provide a nap or rest time.

POTTY TRAINING

Children in the pre-school program should be fully potty trained when they begin the program. If pull-ups are being used occasionally. Parents should work with the teacher to move away from pull-ups very early in the program. We are aware that even fully potty trained children will have accidents and so we ask that parents provide a full change of clothes including underwear and socks.

MEAL TIME

Parents are asked to provide a snack and lunch daily from home. Please consider sending nutritious items that are low in sugar content.



SAFETY

The care and safety of the children is our number one priority. Below are safety guidelines.

WEAPONS ARE PROHIBITED

No firearms, knives or other items deemed as weapons may be brought to the Johnston YMCA . Anyone who observes such items must report to a staff member immediately. Anyone who violates this rule will not be permitted in any YMCA program or in any facility. The Police Department will be informed on the same day for reporting purposes.

STAFF

Staff are certified in the following: First Aid, CPR, Blood Borne Pathogens, Child Abuse Prevention, and are required to take 16 hours of professional development training every year. They also undergo a nationwide criminal background check, and NC state background check.

All of our staff are mandated reporters by law. If any form of child abuse or neglect is suspected, by law our staff are required to report it to Child Protective Services immediately. The staff who reports the incident must also submit a written report to CPS within 72 hours. We are fortunate to employ mature and caring staff, anxious to make your family's experience as fun, educational, safe, and memorable as possible.

STAFF STANDARDS



Certified in First Aid



Certified in CPR



Certified in Blood Borne Pathogens



Certified in Child Abuse Prevention



24+ hours of professional development required each year



Nationwide background check



NC Child Care background check

STAFF RELATIONSHIPS WITH CHILDREN OUTSIDE OF PROGRAM

We understand that good quality childcare is hard to find, and some parents may be interested in having staff members provide child care services outside of business hours. We do not allow our employees to provide outside services to families enrolled at the Johnston YMCA

MANDATORY SIGNING IN AND OUT

All children must be signed in and out of program daily by a responsible adult (18 years or older). The individual signing the child out of program must be listed on registration information and be prepared to show identification. The child will not be released without written permission from the parent/guardian.

It is a good idea for the family to say hello to our staff, whether they are inside or out, so we can fully acknowledge your presence. This is helpful for our staff to physically see that the children are present as well as taking note from the attendance sheet.

AUTHORIZED CHILD PICKUP

For safety reasons, the Johnston YMCA Child Development Center will never release a child to a person not authorized on the Family Information form. Parents are able to add people to this list at any time via written authorization. All authorized pick-up individuals must be prepared to provide a government issued ID to verify their identity.

In the case of an emergency change of an authorized pickup, please e-mail the Johnston YMCA Preschool Director directly. For the safety of your child, this policy will be strictly enforced. Your child's safety is our number one priority.

PARENTS WHO ARE SEPARATED

By law, we must release a child to anyone on the authorized pickup list. We encourage divorced parents to coordinate these issues together so that there is a clear understanding and agreement between the two about who is authorized to pick up the child(ren) on a particular day.

Parents who are separated and have court ordered specific arrangements must have a copy of the court order on file at the Center. The Johnston YMCA Child Development Center cannot enforce court orders without these documents on file .

KEEPING INFORMATION CURRENT

For the safety of the child, it is critical that parents update any and all changes in telephone numbers, emergency numbers, addresses, authorized pickups and other important information. Please notify the staff as soon as possible if changes occur. Changes must be made in writing.

VOLUNTEERS, VISITORS AND GUESTS

For the safety and security of the children in our care, we only allow individuals listed as authorized pick-up and children ages 14 and under who accompany them to go past the lobby and into the center. Any exceptions to this policy must be discussed with a member of the leadership team and, if approved, all non-authorized pick-up individuals must show a government issued ID and sign the visitor log prior to being allowed access.

All visitors and guests who spend a regular amount of time interacting with the children must apply to be a program volunteer and pass a nationwide background check, and provide a current TB test. Staff are not allowed to have visitors while at work.

ACCIDENT, INJURY AND ILLNESS REPORTS

Any time there is an incident involving your child, whether it be a behavioral incident or physical incident, all occurrences will be documented. These documents are confidential, and are not to be discussed with other families. Even when an injury is related to a behavioral issue, the names of the children involved will not be shared. Our job is to protect all parties involved. When the center observes changes in a child's health, a child experiences accidents, injuries or incidents, or is too ill to remain in the group, parents will be notified via written report or phone call based on the circumstance.

If it is a major incident, such as: head injury, broken bone, severe lacerations - parents will be notified immediately and 911 called if needed. If it is a minor incident, such as: scratch, bruise, bump - parents will receive a report upon pickup at the end of the day.

HEALTH

Keeping the children healthy is important, and we ask for your cooperation in accomplishing this.

HEALTH IMMUNIZATIONS

All children are required to have a copy of their up-to-date immunization records in their files. If any changes occur to the child's immunization records, an updated copy must be filed with the Johnston YMCA. Please submit a copy of these immunization records with all registration materials. Children will be unable to attend child care programs without these records.

MEDICATION

ONLY life saving medication will be administered to children. All medication must be in the original container with a medical form completed and on file. We must also have a current emergency action plan that is signed by a health care provider as well.

IS A CHILD WELL ENOUGH TO COME TO PRESCHOOL?

When parents are debating whether it is okay to attend, remember that the most contagious time is just prior to the emergence of full-blown symptoms. Parents may want to keep children home for a day to ensure illness is not contagious.

It is important that children who have been ill not come to the center if they are still sick. A low resistance jeopardizes children's health. If children are not ready to fully participate in program activities, it may be a good idea to keep them home.

If a child becomes seriously ill during the day, parents will be notified and asked to pick up their child within 30 minutes. The Johnston YMCA is not able to care for ill children.

Upon arrival, if a child seems too ill to be at the center parents will be asked to take him or her home. If we disagree about the child's health, please understand that it is a judgment aimed only at trying to keep everyone healthy.

If there is an incidence of measles, chicken pox, or other highly contagious illnesses or infections, the Johnston YMCA will post a notice for your information. Conversely, if your child is diagnosed with a contagious illness we ask that you inform our staff immediately.

IF CHILD IS NOT ATTENDING

The Johnston YMCA understands that occasionally children will stay home due to sickness, visiting relatives or other unforeseen events. For the safety of your child, we ask that you call the Center either the day before or by 9am the day of absence.



CHILDREN* SHOULD STAY HOME IF THEY:

1. Are feverish or have had a fever in the last 24 hours
2. Have a hacking cough or a sore throat
3. Have vomited or had diarrhea in the last 24 hours
4. Have pink eye or symptoms which might be pink eye
5. Have been on antibiotics for strep or other contagious infections less than 24 hours
6. Are too "out of sorts" to participate in class activities

*These standards apply for staff and volunteers as well



Condition for Exclusion	Condition for Returning
Axillary or ear temperature 100 degrees or greater	Fever free for 24 hours (without the use of fever-reducing medication)
Symptoms and signs of possible severe illness (such as unusual lethargy, uncontrolled coughing, irritability, persistent crying, difficult breathing, wheezing, or other unusual signs).	Until medical evaluation allows inclusion (doctor's written approval for return)
Abnormally loose, uncontrolled diarrhea, that is - increased number of stools, increased stool water, and/or decreased form that is not contained by the diaper	Diarrhea free for 24 hours
Vomiting	Vomit free for 24 hours and able to eat solid foods or until a health care provider determines the illness to be noncommunicable, and the child is not in danger of dehydration.
Red or blue in the face, or makes high-pitched croupy or whooping sounds after coughing	Until health care provider or health official determines the condition is noninfectious
Unusual spots or rash with fever or behavior change	Until health care provider determines that these symptoms do not indicate a communicable disease.
Purulent conjunctivitis (defined as pink or red conjunctiva with white or yellow eye discharge)	Until 24 hours after treatment has been initiated
Untreated scabies, head lice, or other infestation	After treatment and free of infestation, such as lice and nits
Known contagious diseases while still in the communicable stages	Until health care provider determines the condition is noncommunicable

HAND WASHING

Children are to wash their hands upon entering a classroom, before and after meals, after toileting, before and after the use of sand, water or play-doh, and after wiping a nose, touching mouth, etc.

THE METHOD OF WASHING HANDS:

1. Turn on water and wet hands
2. Soap for at least 20 seconds outside the stream of water (scrub backs of hands, wrists, between fingers and under fingernails)
3. Rinse
4. Towel dry (or place hands under electric hands-free dryer)
5. Turn off faucet with paper towel (if faucet is not hands-free)



Ointment/Sunscreen/Lotions/Powder

Parents who would like their child to have these items used on their child must provide the unexpired item in the original container and complete a permission form at the front desk. The item and the permission slip will be received by an administrator and given to the teacher.

**Thank you for choosing
The Johnston YMCA
Child Development Center.**

Johnston YMCA Child Development Center
3025 N. Davidson St
Charlotte, NC 28205