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**2019-2020
SCHOOL YEAR**

JOHNSTON YMCA PRESCHOOL ACADEMY PARENT HANDBOOK

ymcacharlotte.org

Greetings Parents!

Welcome to the Johnston Preschool Academy! Our preschool academy is here to help the children of our community learn, engage, and grow. Our focus is on developing the whole child – physically, emotionally, socially and academically – in an age-appropriate early-learning environment. Our experienced early childhood staff will provide a warm and secure atmosphere with five areas of focus to help kids meet and exceed developmental milestones: learning, life skills, healthy habits, socialization and fine and gross motor skills.

The Johnston YMCA Preschool Academy offers a variety of activities that include circle time, centers, creative play, music, and physical fitness, while also incorporating fine and gross motor development. All of our classes are planned to develop each child's self esteem and strong image of self-worth through learning and sharing in a fun, structured environment. Children are encouraged to explore, ask questions and solve problems in a warm, supportive, and encouraging setting.

We are thrilled that you have chosen our program as the place for your child to grow and learn. Please reach out any time if there is anything we can do to support you, your child, or your family!

Adam Esmaeel
Senior Program Director

Program Information

The YMCA Mission/Vision

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

The YMCA Vision: The YMCA of Greater Charlotte will connect and engage people to enhance lives and build community.

Our Philosophy/Goal

The goal of YMCA Preschool is to provide a safe and wholesome environment where children will grow in spirit, mind and body. Teachers focus on teaching your child the YMCA's Five Building Blocks: socialization, fine and gross motor skills, education and healthy choices. YMCA Preschool strives to enhance each child's self esteem, helping reach their God-given potential.

About Our Program

YMCA Preschools provide developmentally appropriate early-learning environments, rich in social, emotional, physical and cognitive growth and learning opportunities. The Johnston Preschool Academy offers a variety of activities that include circle time, centers, creative play, music and movement, literacy immersion, and writing skills, while also incorporating fine and gross motor development. All of our classes are planned to develop each child's self esteem and a strong image of self-worth through learning and sharing in a fun, structured environment. Children are encouraged to explore, ask questions and solve problems in a warm, supportive setting.

Our program is a combined system of hands-on learning, physical activity and social-emotional development. We believe that through play and other process-oriented experiences, children gain confidence in their ability to learn. From "Circle Time" to their adventures through the Learning Centers, from the organized classrooms to the playground, we strive to provide an atmosphere where children can laugh, learn and play; a place where a child can be a child, growing intellectually, emotionally, socially and spiritually every day.

YMCA Preschools are not licensed and regulated by the State Department of Child Development. The YMCA of Greater Charlotte Preschools adhere to YMCA Quality Standards. Preschools are not drop-in care programs (Drop-In Childcare), recreational programs such as aquatics, sports, dance, gymnastics, etc. or Children's Enrichment Programs such as "Parents' Morning Out". 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 (calendar day) in a Charlotte YMCA or a combination of Charlotte YMCAs: Children's Enrichment Programs, unlicensed Preschool, Drop-In Childcare (drop-in care) and unlicensed Afterschool (Therefore your child can not attend Drop-In Childcare on the same day that they have attended preschool, as this is a N.C. State guideline; we apologize for any inconvenience this may cause you). Should you have any questions, please feel free to contact the Family Services Director.

Classroom Ratios (Teacher: children)

1:8 – all classrooms will have at least 2 staff present at all times.

Curriculum

The Johnston Preschool Academy prides itself on a play based curriculum. Our goal is to provide a safe, wholesome, supportive environment where children will grow in spirit, mind and body. We provide many age-appropriate resources to enrich their learning through play and exploration. We believe that children learn best through hands on experiences. All activities are child centered. This program encourages self-expression and exploration. The daily activities will consist of circle time, stories, free choice centers, art, music and small group work.

A daily class schedule will be given to you at the beginning of the year by your child's teacher. This schedule will include times of activities (story time, lunch, outside, etc.).

Age Three

Our main goals with 3 year olds consist of making an easy transition from home to school, developing good listening skills, learning to follow simple directions and beginning to become more self-reliant. We are committed to providing a time for your children to practice new-found independence as well as introducing them to limits and schedules, Gross and fine motor skills, communication, and listening and self-help are emphasized and encouraged. We will also concentrate on:

- Following simple instructions
- Sharing and playing with others
- Manipulating a paintbrush, cutting with scissors and experimenting with other art mediums
- Recognizing their first and last name and names of others in their class
- Beginning to recognize some letters of the alphabet
- Recognizing numbers 1-10
- Knowing primary colors and basic shapes
- Being self-reliant with their clothing
- Developing large motor skill through games and activities on the playground

Age Four

Our goals for 4 year olds are to provide a Kindergarten readiness program while encouraging creative free-play. Fours are exposed to the alphabet as well as early math skills. Teachers will stress cooperative play, listening skills, self reliance and self control. We will provide a loving, caring and stimulating environment which will encourage the development of happy, thoughtful, curious, self-confident children ready to enter grade school. We will also concentrate on the following:

- Further development of fine motor skills
- Knowing primary and secondary colors
- Recognize letters and some letter sounds
- Writing first name and recognizing other high frequency words
- Mastering simple math concepts and manipulations
- Writing numbers 1-10
- Participating in the whole language experience
- Following complex instructions and sitting and listening
- Working on their own for a limited time as preparation for school

- Developing an awareness of the world around through science
- Having good health habits and manners

Students

While the Johnston Preschool Academy will make every attempt to provide reasonable accommodations for mentally and physically handicapped children, the Academy cannot accept children that are (1) of danger to themselves, (2) of danger to others or (3) a disruption to the normal activities making it unreasonably difficult for other children to learn and participate in our programs. Any of the above reasons will be grounds for dismissal from the Johnston Preschool Academy. A parent/guardian must discuss with the Director any special conditions or circumstances involving their child. This must be discussed prior to registration, so that we can advise you as to whether or not we can make reasonable accommodations for your child. We will work as diligently as possible to explore every opportunity for reasonable accommodation while taking into account the safety and security of our staff and other participants.

Teachers

Our preschool is staffed with many certified, as well as, experienced and trained teachers who are eager to work with your child! Our teachers either hold their B.A. in education, with years of preschool/elementary teaching experience, or a degree in a related field and relevant experience, or have a vast amount of preschool teaching experience and have received YMCA preschool certifications. We have searched high and low for leaders who exemplify outstanding character, compassion and love of children. We take pride in the high expectations we set for our preschool staff each year and evaluate them on a bi-annual basis.

While parents are always welcome to observe and participate in the classroom, please let your child's teacher know in advance. Should you have any specific questions about your child's behavior or participation, you may schedule a conference outside of class time. This will ensure that classroom instruction will remain uninterrupted and your concerns will be thoroughly addressed in a one-on-one setting. You can also leave a message for our teachers at: (704) 716-6314 or adam.esmaeel@ymcacharlotte.org at any time.

Evaluations

The teachers are continually assessing your child on a daily basis. We can learn so much about a child through daily activities. Assessments and evaluations are NEVER used or communicated in a way that is meant to make judgements or "high-stakes" decisions about a child's readiness for kindergarten or other classes. Our goal is establish clear communication with our families regarding their child's development so the teachers and parents can partner together to support each child's individual development and growth. Conferences can be called at any time of the year by teachers or parents if needed. An informal, short "Fall Progress Report" will be sent home sometime in October or November. All families of students in classes 3's and up will have conferences at the end of January or early February to go over your child's progress using a more comprehensive checklist. Our teachers are dedicated to sharing with you both joys and concerns; if you have any questions or would like advice on how to academically prepare your child more at home, please let your child's teachers know.

In regards to the Academy's progress, we always appreciate your comments, input and ideas on how to make our preschool program better! Evaluation surveys will be sent via email from the YMCA of Greater Charlotte at some point during the school year. These surveys allow us to make necessary improvements within the program and to recognize staff members that are providing outstanding service to you and your family. Should you have any questions throughout the school year and wish to leave a comment you may contact the director at 704-716-6314 or adam.esmaeel@ymcacharlotte.org

Administrative Topics

Enrollment

The YMCA of Greater Charlotte will not discriminate by race, color, sex, nationality, origin, creed, or special needs.

Registration/Fees

Registration can be completed at the Sales & Service Desk at the Johnston YMCA (only) or online. Registration cannot be completed without proper payment.

The Registration Fee covers all necessary registration processes. The Activity Fees are used to help pay for special classroom projects, school festivals and parties, as well as the "special classes" such as swimming, etc.. Both of these fees are non-refundable. Please note field trips will require additional fees to be paid at the time of the field trip.

If you are interested in enrolling your child for the upcoming school year, registration will begin in February and is on a first-come, first-serve basis. Children who are currently attending (and their siblings) will be allowed to register one week prior to the public.

All participants must be registered in the program prior to the start of the program or may be added throughout the year if space is available. All participants must be entered into Personify prior to the child's first day. This may take up to 3 business days after registration is turned in.

Admission

Children will be enrolled on a first-come, first-serve basis. Additional space may become available in additional classes, as the school year progresses if individual participants leave the program (please ask if you would like your child's sibling or friend to be added to our waiting list).

The Johnston YMCA reserves the right to deny preschool admission or continued participation if one or more of the following conditions exist:

- The child's registration form is incomplete.
- Monthly installments not paid on time.
- The child is not participating in or benefiting from the program.
- The staff can not provide adequate or safe care for the child.
- The staff can not provide adequate or safe care for other enrolled children due to the behavior of the child.

Cancellation

If you need to cancel your enrollment in the Preschool Academy, you must notify the preschool director in writing or email. Cancellation at anytime will result in the loss of registration fees and activity fees. Parents will be responsible for paying for all days of service through the end of the 15 days notice period. Prorated tuition will be refunded after the 15 day time period, from the date of notification.

Monthly Payments

Nine equal monthly payments will be automatically drafted from your bank account on the 15th of every month August – April. Refunds are not given for days missed due to illness, snow days or vacation. Your child has an assigned spot in our program (we cannot give your child's spot away to outside children on days your child does not participate).

Should you have questions regarding payments, please contact Kenya Dixon at: (704) 716-6391 or kenya.dixon@ymcacharlotte.org.

Missed or Late Payments

For missed or late payments, all tuition and fees must be paid by the 1st of the month after your missed draft or payment. Failure to pay by that date may result in suspension from our program. Our goal is to provide clear communication and support to ensure it never arrives to that. Should you find that you need financial assistance, please contact our Member Services desk and a Member Specialist will be able to assist you with our My Y Pricing program. There is a cap of 45% on discounts for monthly payments; registration/activity fees are not eligible for discounts.

Up-to-Date Information

Please notify your child's teacher or the director IMMEDIATELY about any change in the family's address, telephone number, e-mail or cell phone number(s) as well as the place or phone number of parental employment or any other pertinent information such as change in insurance, doctor, or allergies.

Operating Procedures

School Hours:

School hours are 9:00 AM and 1:00 PM. Children may be dropped off between 9:00 AM and 9:15 AM. Children will not be allowed into the classrooms prior to 9:00 AM. The teacher's use the time before school starts to prepare for their day. If children are brought to school early, their safety is a concern, because there will not be any supervision.

Preschool pickup is between 12:45 PM and 1:00 PM. ALL children must be picked up by 1:00 PM. **The parents of children picked up after 1:00 PM will be charged \$1 for every minute they are late. The late fee will automatically be drafted from your credit card on file.** Picking up your child **ON TIME** is very important. Your child will worry if they are left waiting for a parent. Late pickup also affects the preschool staff. Our staff members have responsibilities outside of the Y, which they must attend to after 1:00 PM. Please make EVERY effort to pick up your child on time. If you think being late will be an issue, please find a "pick up" buddy from your class. This would be a parent who is willing to pick up your child and wait for you until you arrive. Make sure your "pick up buddy" is on your approved list.

Drop Off and Pick Up Procedures

- **Arrival (9:15 - 9:30 AM):** The doors to the childcare center will be open **beginning at 9:00 AM and LOCK at 9:15 AM.** Please do not let your child sign themselves into class or enter the building unsupervised.
- **Dismissal (12:45 - 1:00 PM):** The doors to the childcare center will also be unlocked at 12:45 PM and parents will be allowed to walk into the center to pick up their child.

Late Arrival and Pickup

- It is very important that your child arrives to school on time. So many important things happen at the beginning of the day; your child does not want to miss them. If you are late to school (after 9:15 AM), you will need to ring the doorbell to the center and await a staff member to greet you. You may not enter the classrooms from the outside classroom doors.
- Preschool pickup is between 12:45 and 1:00 PM. Please make every effort to be on time. **You will be charged \$1 for every minute you are late. The late fee will automatically be drafted from your credit card on file. Chronic late pick-ups will be grounds for dismissal from the program. If a child is not picked up after 10 minutes, we will call someone on your emergency list.** (This YMCA of Greater Charlotte policy is also followed by camp and after school programs.) Should you have any questions, please contact the director. As an unlicensed program, we may not operate longer than 4 hours per day. Therefore, it is IMPORTANT that all children are picked up on time.

Early Sign Out/Late Drop Off

If you wish to pick up or drop off your child prior to regular time (ex - due to a doctor's appointment), please inform your child's teacher in advance. The doors to the child care center remain locked at all times. Please ring the doorbell and await a teacher to greet you.

Authorized Pick Up

For the safety of your child, participants will only be released to the legal guardian or a person listed on the **approved pick up** form. Every adult MUST present a photo ID at pick up. In the event that a child will be picked up by someone NOT on the approved list, a parent must send a note including the person's name picking up (as seen on the photo ID). If there is any change in who may pick-up your child, especially if someone who has been regularly signing your child out is no longer allowed custody, please contact the Director at (704) 716-6314 immediately to change your approved list and to turn in copies of official court documents (if applicable). (required by the YMCA).

Daily Apparel

Clothing for your preschooler should be simple, comfortable, washable and easy for your child to manage. **Rubber soled shoes are a must (no sandals, flip flops, or slick bottom shoes please)**, especially for **daily** outdoor activities. Please send appropriate outerwear for the morning's weather conditions. Make sure your child's name is on sweaters, coats, hats, mittens, etc.

Please be mindful that while at school we play and discover many new things and although our staff members take great care in preventing paint spills, messes, etc., we ask that you **not** dress your child in their best new clothes and expect them to remain

spotless. If an accident occurs, your child will be dressed in the extra set of clothes you send to school at the beginning of the year (the soiled clothing will be returned home to you on that very day.) **Please don't forget to send an extra set of clothing back if this happens!**

Things to Bring to School Each Day

- **A lunch box labeled with your child's name.** Please send a nutritious lunch that is easy for your child to manage. We strive to teach healthy eating habits and appreciate your help from home. We ask that your child's lunch contains the four basic food groups. Teachers will sit with the children during lunch time in order to provide them a positive role model. You are welcome to join your child during lunch. Please notify your child's teacher of any lunch date. Here are some other lunch reminders:
 - Do not send candy! Chewy and hard candy are choking hazards.
 - Please do not send soda.
 - Students are asked to finish all healthy food before eating any treats.
 - Teachers will send back any uneaten food in the child's lunch bag.
 - Please label all reusable food containers and ice packs, so they do not get put in the wrong lunch box.
 - We are a PEANUT/TREE NUT FREE* school. Please do not send any peanut/tree nut products to school.

**While the YMCA of Greater Charlotte is committed to a peanut allergy friendly facility, we cannot guarantee that peanuts will not find their way into our facility. We ask that you continue to take every precaution to protect yourself and your children from unwanted exposure to peanut allergens.*

- **Blue School Bag.** Be sure your child brings his/her Johnston Preschool Academy tote bag provided by the preschool when first enrolled into our program. We ask that **ALL** children use this bag. Please do not use a back pack. The totes are easier for teachers and children to access. If your child's bag gets lost or torn, the cost is \$10 for a replacement.

Since toys from home can be lost or cause friction among children, please do not let your child bring them to school. There may be a day set aside for Show and Tell. This is a perfect time for your child to share a special toy. We also ask that children do not wear distracting jewelry.

Meal Times

- The Johnston Preschool Academy is a **Peanut/Tree Nut Free*** school. This step was taken in an effort to provide a safe environment for children in our school who have severe nut allergies. Please do not send any peanut products in your child's lunch or snack.
- Teachers do not have access to a microwave. Please do not send any food that needs to be heated. If your child enjoys a hot lunch, there are several styles of insulated containers that will keep food warm.
- Another highly suggested item for lunch is reusable lunch containers. By using these, your child can independently open his/her own lunch and does not rely on the teacher to open several bags, containers etc.

- **Snack.** Please pack a healthy snack for your child. **REMEMBER...we are PEANUT/TREENUT FREE**. Please do not send any peanut products for snack. Please place the snack in a bag separate from his/her lunchbox. This way the teachers can access the snacks in an easier fashion.
- **Lunch** – Parents send lunch daily. The Johnston YMCA Preschool does not provide lunch. We encourage children to eat first before talking. We also ask preschoolers to eat their “growing food” before sweets.

Screen Time

We believe that screen time should not be a part of the preschool day. Occasionally, our teachers will use technology (television or iPad) to show a quick video about a subject being studied. We provide opportunities for light, moderate and vigorous activities throughout the day. We do not allow any technology (iPads, phones, DS devices, etc.) from home to be brought to school. Total technology time usage by our staff will not exceed 30 minutes each day and all electronic media will serve an educational or developmental purpose.

Labeling

We can not emphasize enough the importance of labeling **all** your child’s personal belongings. Very often if an item is not labeled, teachers are unable to determine its owner. Therefore, if your child brings it to school, make sure that their name is clearly written on it. Again, please remember to label EVERYTHING!

Here’s a list of items to label: shoes, clothes, coats/jackets, hats, gloves, umbrellas, lunch boxes, drink cups, food containers, ice packs, etc.

Potty Training

All three year olds **MUST** be potty trained by the first day of school. We know that accidents can occur occasionally. The teachers will assist your child in changing into clean clothes if there is an accident. Please be sure to send a change of clothes, in case this happens. If a three year old continues to have accidents, we may ask that the preschooler stays home until the accidents are under control.

Volunteer Opportunities

The Johnston YMCA Preschool Academy is committed to providing an environment where parents have access to their child and their child’s learning environment. We understand that parents may want to volunteer or contribute their time in some way to enhance the program experience for all. As it relates to volunteering, we will not utilize volunteers for the first few months of the school year as we develop a strong classroom environment that strengthens the bonds amongst students and between student and teacher. In December, we will publish a variety of volunteer opportunities that parents can choose from. We appreciate any and all contributions our parents and families want to provide!

Newsletters and Messages from School

Your child’s red tote bag will be used to transport papers, newsletters, messages, crafts, lunch boxes and clothes. Please check your child’s tote bag after school **each day** to insure that you don’t miss any important news. If you need to communicate with your child’s teacher or the director, please put any notes in your child’s red bag (or PIN to the outside) OR you can email us at adam.esmaeel@ymcacharlotte.org.

A newsletter will be emailed each month from the director. This will include information about exciting upcoming events and fun happenings at the preschool. This newsletter will keep parents abreast of all the wonderful happenings at our preschool. All teachers may also send home notes with class information or updates.

Emergencies

All of our staff members are CPR and First Aid certified. Our preschool staff will treat routine cuts, scrapes and bumps. In the case of serious illness or an accident involving your child, we will contact you immediately. In the event that you cannot be reached, your signed authorization waiver (which you completed at registration) allows us to secure prompt treatment. Please be aware that in the case of a life-threatening emergency, 911 will be called **first**.

Wellness Policy

If your child develops symptoms of illness during their stay, parents will be notified and will need to pick up their child immediately. **Children who have the following symptoms should remain at home until they are symptom free for 24 hours unless a written note from the child's physician is given, stating that their symptoms are not contagious.**

Some symptoms include: Continuous or colored nasal drainage (more than 3 wipes), Coughing, Fever, Diarrhea, Vomiting, Sore Throat, Skin Rash, Open Sores, Pink Eye, Active Head Lice, etc.

If a parent cannot be reached, the staff will call an emergency number listed on the child's health form.

Program participants will wash/sanitize hands upon entering the classroom at the beginning of the day and before eating food. Participants will also wash hand after each visit to the restroom and messy activities.

Please be considerate of the students and teachers in the classroom and do not send your child to school sick. If an illness such as Head Lice, Fifth Disease, Hand, Foot and Mouth or Chicken Pox has been reported to us, the preschool will send written notices home with fellow students so that parents can be alert for symptoms. Please note that due to liability reasons, YMCA staff cannot dispense medicine of any kind (including sunscreen).

Medicines

No medication will be administered in preschool with the exception of allergy medication used to prevent severe reactions. These medications will be kept out of reach of other children. Parents/caregivers must sign an Authorization to Administer Medication form if medicine is needed. All medication will be stored in a locked cabinet in the classroom for easy access by the classroom teachers.

Absences

Should your child be out sick, due to illness, vacation or emergency, your child's teacher would like to know, in advance. While this of course is not required, our teachers do get concerned when a child is out, especially for an extended amount of time. You can reach them at the office: (704) 716-6314 or adam.esmaeel@ymcacharlotte.org

Inclement Weather

As with the school calendar, the Johnston Preschool Academy also follows the Charlotte-Mecklenburg School system's inclement weather/snow schedule. In other words, if CMS is closed, then our Preschool Academy *may be closed too*. If CMS should have a delayed opening, **preschool will open 1 hour late**. Should you ever have any additional questions, please call the Johnston Member Service Desk at (704) 716-6300 or the Harris Preschool Academy (if staff are on-site) at (704) 716-6314. The director will make every effort to send an email to inform parents of school closings or delayed openings.

Please note: The Johnston YMCA Preschool Academy will assess the environment and overall safety for our staff and participants when deciding to open or close. Parents will be notified by email and text as soon as a program decision is made.

Discipline

Please encourage your child to follow the instructions of the teachers. The philosophy of our program is based on the "Golden Rule" with respect being shown to all. Good manners and personal empathy are traits we will foster. Encouraging good behavior helps **discourage** unacceptable behavior. Therefore, using the principle of positive reinforcement, each child will be praised for good work and made to feel important and successful. Negative behavior will be confronted and redirected toward positive behavior.

In order to provide the positive kind of discipline desired, we must first begin with the proper student-teacher ratios. The next step is ensuring that our teachers understand the age group they teach and are well-prepared with a variety of activities. Within each classroom positive rules and guidelines are established. When a child does not follow the rules, he/she will be reminded. If the reminder is ineffective, the child's attention will be redirected or there will be some time allotted out of the activities for a child to think and prepare himself for appropriate behavior. Discipline problems that persist or are disruptive to the class will be shared with the parents so teachers and parents can work together to correct the inappropriate behavior.

Even though we provide low teacher-child ratios, loving care and plenty of age appropriate toys and activities, children will sometimes show aggressive behavior (hitting, kicking, pushing, biting, etc.) toward a classmate. All signs of aggression are unacceptable but are not considered abnormal for young children who are learning to get along in group situations.

Our desire is to work with families through any difficult stage their child may be going through. If a behavioral problem is recurring, the parent may be called in for a conference with the teachers and or/directors. Our goal is always to come up with a plan that can provide the child with consistency at home and at school. We reserve the right to request temporary or permanent withdrawal of a child whose parents are unable or unwilling to work with the school or a child whose behavior is dangerous to him/her and/or others.

*Please note: Children often bite others because they do not have the words to express their emotions. He/she may have been frustrated or wanted attention. As a staff team, we are dedicated to helping your child use his/her increasing vocabulary to work through this phase. However, for the safety of other children your child may be asked to take a day off from the Preschool should the bite break the skin or should biting occur three times in the same month. Thank you for your understanding.

We strive to guide children in becoming happy, responsible and cooperative participants through positive reinforcement and teaching techniques.

Field Trips / Special Class Programs

3 & 4 year olds will periodically participate in an activity outside the regular preschool curriculum. Notices regarding these trips will be sent home in advance. Please keep in mind that a small, additional fee to for the trip may be required. Parent chaperones and volunteers may be requested to ensure safe and secure transportation procedures.

Birthday Celebrations

You may celebrate your child's birthday in class by making **advance** arrangements with your child's teachers. We believe that children deserve to celebrate their birthdays. When planning a birthday celebration, please keep in mind our commitment to healthy habits and children with dietary restrictions or limitations. If you bring cupcakes, the miniature ones are the perfect size. Other great **healthy** birthday treats are fruit kabobs, banana muffins, fruit salad, yogurt cups/tubes and fruit juice popsicles.

If you are planning an off-site party and would like to invite some classmates, please send party invitations to the teacher so that they can distribute them discretely into tote bags, so as to prevent hurt feelings. Presents as well, are not permitted to be exchanged in the classroom.

Class Parties

The classes will celebrate various holidays and special events throughout the year. The classroom teachers or director will contact parents when food or supplies are necessary. When purchasing or making party treats, please remember that we are teaching healthy eating habits at preschool.

Contacts Directory

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: Adam Esmaeel, Senior Program Director: 704 716 6314
- Preschool e-mail: adam.esmaeel@ymcacharlotte.org
- Monthly Payments/Tax Information: Kenya Dixon | 704 716 6391 | kenya.dixon@ymcacharlotte.org
- Johnston YMCA Front Desk: 704 716 6300
- Johnston YMCA Fax: 704 716 6301
- Mailing Address: Johnston YMCA, 3025 N. Davidson St, Charlotte, NC 28205
- Website: www.ymcacharlotte.org/johnston
- Facebook: <https://www.facebook.com/johnstonymca>