



ASHLAND FAMILY YMCA 2020/2021 Y CARES Information Sheet

WELCOME TO Y CARES It is our top priority to provide a safe and healthy environment for our participants. We strive to provide a warm and nurturing atmosphere, allowing kids to have fun, make friends, challenge themselves and experience growth. The Y's Core Values of Caring, Honesty, Respect and Responsibility serve as the cornerstone to our program.

CONTACT INFORMATION

Senior Program Director, Kelsey Rittenhouse (541) 482-9622 ext 313 or kelsey@ashlandymca.org

LEADERSHIP: The Y staff-to-child ratio of one to fifteen or lower is maintained to create an environment where children have the opportunity to learn, grow, and thrive. Through background checks, experience and staff meetings, our staff are trained to provide a warm, accepting, well-supervised environment.

PROGRAM: Y Cares will follow all current COVID-19 childcare measures including requiring face coverings, frequent disinfecting and frequent hand washing. We are committed to serving students engaged in full-time distance learning in the Ashland School District, by providing high quality care options, Monday through Friday. Y Cares is taking a holistic approach to the academic enrichment of every student by providing a well-rounded program that includes; character building, physical activity, STEM, art, and more! Participants will receive homework help, along with dedicated time to complete school assignments. Y staff will encourage social and emotional development of each child while building upon the Y's core values. Y Cares is for children in kindergarten to 6th grade. Youth ages 5 and over will need to wear a face covering. Face coverings may be taken off during outdoor times when children are 6ft apart or while swimming.

PROGRAM DAYS, HOURS & PRICES: Y Cares operates on the Ashland School District's calendar of normal school days. Activities are available during school breaks however; additional fees and separate registration is required.

Half-day morning	Time: 7:45a-12:00p	Price: \$105/ **\$80 <i>per week</i>
Half-day afternoon	Time: 12:00p-6:00p	Price: \$145/ **\$120 <i>per week</i>
All-day care	Time: 7:45a-6:00p	Price: \$200/ **\$175 <i>per week</i>

***Family membership rates apply. In order to receive the family membership rate one adult and each child registered must be an active member.*

There will be no Y Cares programming the following days and price will be pro-rated:

- November 25, 26, 27
- December 21, 22, 23, 24, 25, 28, 29, 30, 31 (we will offer different options during Winter Break)
- January 1, 18
- February 15
- March 22, 23, 24, 25, 26 (we will offer different options during Spring Break)
- May 31

all dates and fees are subject to change

FINANCIAL ASSISTANCE: Pre-qualified financial assistance is available to those who can provide an updated award letter for free and reduced lunch. 50% financial assistance will be awarded for one child and 60% financial assistance will be awarded for two or more children participating. Please email your free and reduced lunch letter to kelsey@ashlandymca.org with your registration form for Y Cares. Please note that you must fill out a scholarship application for additional assistance for any programs other than Y Cares.

Financial assistance may be available for families who do not qualify for free and reduced lunch. Please stop by the Member Services desk to pick up an application or complete the [fillable application on our website](#). Financial Assistance MUST be in place before registering your child.

REGISTRATION: Registration is on a weekly basis, Monday-Friday. There is a \$5 non-refundable; non-transferable deposit for each week. A Registration Form and Health Form must be completed before a child may attend. The child(ren) must be enrolled in an ASD school to be eligible for Y Cares. We will have other enrichment programs, classes and lessons for families who do not need childcare. An email will be sent every Friday with reminders for the week ahead.

PAYMENT: Weekly tuition will be automatically deducted from your checking or credit card account the Friday *prior to the start of each week*. All cancellations must be sent to kelsey@ashlandymca.org the Thursday prior to the start of the week in order to receive a refund minus the deposit. After tuition has drafted, no refund is available. A valid billing method that does not decline is required to be on file. A \$20 bank fee applies if your payment is returned unpaid. Your child will be suspended from the program if tuition is not paid in full by Monday for the week they are attending. You are responsible for all fees accumulated as a result of your child's participation in the program.

LOCATION: Y Cares will take place in different rooms at the Ashland Family YMCA. Our spaces are designed to comply with state and local guidelines for safety and physical distancing. Groups will be limited to 20 children, and they will be grouped by grade and school to the best of our ability.

DROP OFF & PICK UP: Drop off and pick up will be at the outside door of the Kids Club Room, down the ramp on the side of the building. You will stay outside of the room as we ask you the health screening questions. Drop off for the morning is from 7:45a-8:15a. *We will NOT be able to take any children after 8:15a.* Pick up for the morning is from 11:45a-12:00p. Drop off for the afternoon is from 12:00p-12:15p. *We will NOT be able to take any afternoon children after 12:15p.* Pick up for the afternoon/all-day is from 4:30p-6:00p. If you need to pick your child up early, please notify us at drop off.

- We ask that only one person be there to drop off/pick up the child.
- The person dropping off/picking up the child MUST wear a face covering.
- Adults who enter the facility will be required to wear a face covering. You will need to stay physically distanced and we will also take your temperature. We ask you only come inside if necessary.

PICK-UP AND AUTHORIZATION: Children may come and go as they please. *Only persons authorized on the health form are allowed to pick your child up.* This is to ensure the safety of the child. Any authorized adult must know the family password. The family password will be a word or phrase of your choosing that you add to your child's health form. We will ask for the family password at pick-up until we become familiar with the adult. Asking for a family password instead of a photo ID helps us to maintain physical

distancing and limits the transfer of items between our staff and the adult. If your child stays later than 12p for morning care or 6p for afternoon/all-day care, a \$1.00 per minute late fee begins and will be billed to your account on file the following week. With written parent permission, your child may sign themselves out of Y Cares. After 12:05p/6:05p a Y staff member will attempt to contact a parent or emergency contact person to pick up the child. If no one can be contacted by 12:30p/6:30p, the local police may be contacted. CPS may also be notified about the situation.

WHAT TO BRING: Each child should bring a face covering, electronic learning device, headphones and appropriate school supplies. Your child will have an assigned cubby to keep their belongings and supplies in for the week. Please make sure everything is marked with your child's name. Please make sure your child knows how to log into their school's learning platforms, how to operate their devices and software. Each child should pack two snacks, a water bottle and lunch. Please dress comfortably. We will swim on Friday afternoons; pack swim gear (subject to change).

HEALTH & ABSENTEEISM: If your child will be absent, please email kelsey@ashlandymca.org ASAP with the reason for the absence. Children who are ill or have communicable ailments (i.e., chickenpox, lice, nits) may not attend. At drop off each day we will perform a daily health check that will include taking the child's temperature and asking a series of health questions.

HEALTH SCREENING QUESTIONS:

1. **Has the child been exposed to a person with a positive case of COVID-19 in the past 14 days?**
2. **Has the child been exposed to a person with a presumptive case of COVID-19 in the past 14 days?**
A "presumptive" case means the person was exposed to someone with COVID-19 and the presumptive adult or child showed symptoms in the past 10 days. If they answered yes to either question 1 or 2, the child or adult must quarantine for 14 days. The 14-day quarantine starts on the day that child or adult last had contact with the COVID-19 case. The 14-day quarantine cannot be shortened by getting a negative COVID-19 test, or by getting a note from a medical professional.
3. **Is the child experiencing unusual cough, shortness of breath, or fever?**
"Unusual cough" means something not normal for this person (e.g., allergies, asthma). If yes to question 3, that person must be excluded from the program for 10 days, and 24 hours symptom-free. With regard to cough and shortness of breath only, if the person has been checked by a medical professional and is cleared, they can remain in or return to the program following the documented direction of the medical professional. Anyone with a fever of 100.4 Fahrenheit is excluded.
4. **Does the child have symptoms of diarrhea, vomiting, headache, sore throat, or rash?**
If yes to question 4, that person must be excluded as follows: If seen by a medical professional and is cleared, they can remain in or return to the program following the documented direction of the medical professional. If not seen by a medical professional, they may return 24 hours after resolution of symptoms.

DISCIPLINE: In any program, it is necessary to set limits and guidelines to provide for the emotional and physical security of the children and staff and to preserve the equipment and building. When a situation arises that requires discipline, the staff will: 1st - remind the child in a positive manner what the rules are and why they exist; 2nd - remove the child from the negative situation and redirect; 3rd - if problems persist, discuss the situation with the parent to find a solution; 4th - if there is not resolution of the problem, or if the problem is violent in nature, the YMCA reserves the right to remove a child from the program.

TENTATIVE DAILY SCHEDULE: Y Cares will adjust the program based on the ASD schedule. If hybrid learning becomes an option, we will reevaluate our program to meet the needs of our community to the best of our ability. *schedule is subject to change*

7:45–8:15a	Morning drop off
8:15–8:30a	Transition to classrooms and prepare for distance learning
8:30–2:00p	School learning blocks
11:45a–12:00p	Morning sign out
12:00–12:15p	Afternoon sign in
2:00–4:30p	Physical activity, playground, games, crafts, STEM, swimming (Fridays Only), etc.
4:30–6:00p	Outside play, stations, afternoon sign out