

Saleeby Site B/A Programs Policies

Drop-Off and Pick-Up: The Before School program opens at 6:30am, all students should be here before 7:15am to ensure that they are ready for transportation. **Parents will be responsible for transportation if they are late.** All parents need to be present during sign-in, no child should be sent inside without a parent or guardian there. The Afterschool program begins at 3:00pm and ends at 6:00pm. A \$1 per minute/per child fee will be charged after 6:00pm.

Attendance and Dates: Our Before and After School Programs follow the Harnett County School Calendar. Any holidays or inclement weather days that the schools are closed, the YMCA programs will be closed as well. This means that if the schools issue a "No After School Activity" announcement, then we will not provide transportation nor have staff on site. The YMCA After School Programs will be cancelled in compliance with the Harnett County School District's direction. We do provide care on Teacher Workdays for an additional \$30; hours are from 8:00am-3:00pm. There are no additional fees for Early Release Days, and we provide transportation and care until 6:00pm. We will not hold any Spring or Winter Break Camps this year. Each program registrant is allowed two vacation weeks per school year outside of the Harnett County school breaks.

Transportation: The YMCA will provide transportation to and from Gordon Elementary, Poole Elementary, and Shughart Elementary. **All parents are responsible for contacting the school and ensuring proper transportation information is confirmed.** Parents are also responsible for emailing or calling the YMCA or myself if pick-up is not needed for the day/week. **If the Y driver confirms with the school that your child is not present for pick up, and no prior notice was given, then your account will be charged \$5 per child, per incident.** If a school communicates that your child is not present, our driver will leave—we are not responsible if the child is in the schools' care and was not released to a Y staff member, this includes those transported to the YMCA.

Authorized Pick-up List and Updates: Everyone should be sure to bring their IDs for check-out. It is HIGHLY encouraged to check who is on your authorized pick-up list, as some forget to list themselves or other family members that are on their Y membership account. No names will automatically be included in this list. Written notice is needed to add/remove anyone from this list.

Cancellation Policies: All youth programs have a 7-day cancellation policy in place. Please be sure to request all cancellations via email.

Behavior and Rules: All counselors will practice positive behavior skills when addressing mild behavior issues. All children should understand that the Y will not tolerate any sort of violence, bullying, or behavior issues that can present danger to any child or counselor. **If a child is not able to follow our rules or is unable to listen, act appropriately, or remain calm when faced with issues or disagreements, then the parent will be required to pick them up when contacted.** If negative behavior issues continue, the child may be removed from our program. The Y's goal is both fun and safety! **We do not allow electronic devices such as cell phones and apple watches, they need to stay home or remain in their backpacks.** All computers and tablets may only be used during homework time for schoolwork/activities. All children must wear close toe shoes and shorts under any dresses or skirts as we will have a rotation of physical activities.

Medication and Allergies: **We are a NUT-FREE facility,** so all nut products will be disposed of. All required medication needs to come in its original packaging with a label and doctors' instructions.

Illness/sickness: A child should remain at home with a fever of 100° or greater. **The child can return to school after he/she has been fever free for 24 hours (without fever-reducing medicine such as Tylenol or Motrin).** This 24-hour period includes symptoms of all sicknesses.