



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

A SAFE PLACE TO LEARN, GROW, ENGAGE

2020-2021 Afterschool Programs
Stanly County Family YMCA

Stanlyymca.org



YMCA AFTERSCHOOL fosters each child's cognitive, social-emotional & physical development through opportunities & experiences which focus on achievement, relationships, and belonging.

The planning of each activity is offered in a physically & emotionally safe environment consistent with evidence-based principles of youth development: each child is encouraged to develop at his/her own unique rate by encouraging skill development & frequent leadership opportunities.

Due to COVID-19, some of our policies, procedures and programs may change as needed.

WHERE ARE AFTERSCHOOL PROGRAMS OFFERED?

These programs are offered at every elementary school in the Stanly County Schools district that has an adequate need. Afterschool begins as soon as the bell rings and closes at 6:00 pm.

WHO MAY ATTEND AFTERSCHOOL CARE?

Our program is designed for elementary children. If a 4 year old pre-K program is offered at the school, those students are also welcome.

WHAT WILL MY CHILD DO EACH DAY?

Children participate in a small group with others their age. Most groups contain no more than **10** children and at least one counselor with appropriate social distancing and face coverings when appropriate.

Activities include: homework time, literacy activities, devotions, outside games, STEM projects, arts and crafts, music, snacks, group teambuilding games, service projects, quiet activities, character development, guest speakers, and supervised free play.

During homework time, we will remind and encourage children to use their time wisely, as well as, provide assistance. We will offer approx. 30-45 minutes Monday-Thursday for homework to be completed. If more time is needed, participants may choose to continue during choice activities later in the afternoon.

STAFF MATTERS

The KEY to a successful afterschool program is great staff who enjoy working with children and giving them opportunities to relax, grow, and learn. Each site is supervised by a YMCA Site Director. Counselors are at least 16 years old and work with site directors to provide a balance of engaging activities each afternoon. Staff are CPR & First Aid certified. Staff also attend extensive training throughout the school year, including Darkness to Light child sexual abuse prevention training.

Kelley Bigger, Family Services Director, supervises all programs. If you have any questions, comments, or concerns that cannot be discussed with your specific site director, please contact Kelley at the YMCA, 704.982.1916 or through email at kbigger@stanlyymca.org.

SAFE ENVIRONMENT:

Safety of the children is our number one priority. The Y will follow CDC, as well as, state guidelines for schools as related to COVID-19. Cleaning, hand washing, social distancing, and face coverings (when appropriate) will be part of our daily routine.

HOW WILL MY STUDENT GET TO HIS/HER SITE?

Children will meet Y staff at a designated place each afternoon before walking to their afterschool space.

DROP-OFF AND PICK-UP PROCEDURES:

Children are responsible for getting to the pick-up area at school each afternoon. **As soon as the children arrive, roll will be taken to confirm attendance and temps will be checked.** (If your child will not be attending for the day, please leave a message with your site director before 2:00 p.m.)

Upon pick-up, staff will call your child to meet you at the check-in/out table. Children must be signed out daily by an authorized person before leaving. Please do not call your child to the car in the afternoons.

****Children will only be released to those adults listed on their registration form. Staff may, at any time, ask to see a driver's license to prove identification. Anyone picking up a child MUST know the code word written on the child's registration form. If your child is to leave with someone other than those listed, you must notify the director in writing. Children will not be released to anyone less than 18 years of age, including siblings.**

WHAT IF I AM RUNNING LATE TO PICK UP MY CHILD?

Camp closes promptly at 6:00 p.m. We understand that unavoidable situations may sometimes arise. If you find that you are going to be late, please call immediately to let us know so that neither staff nor your child will worry. You will be drafted an additional fee of \$10 for each 10 minute increment past closing time.

After waiting for 30 minutes, staff will begin calling those allowed to pick up on child's registration form. After trying unsuccessfully to contact you and those others listed on the form, we will call the proper authorities.

****WHAT IS A CODE WORD?****

As an added security, all campers must have a code word listed on their form. This is a confidential word that anyone allowed to pick up your child must know.

AFTERSCHOOL RATE POLICIES

FULL-TIME ENROLLMENT: Any student attending four to five days each week will be considered a full-time participant. CREDITS FOR ABSENCES CANNOT BE GIVEN. Both absences and full days have been factored into your monthly charge and evenly divided into ten monthly payments. **Families with two or more children attending full-time will receive a \$23 sibling discount on the monthly fee for each additional child.

PART-TIME ENROLLMENT: Those attending afterschool one to three days each week will be considered part-time. In order for staff to plan appropriately, families must commit to certain days of the week.

RATES FOR 2020-2021:

Processing Fee: \$0/Y Family Members \$25/Y Youth Members or Program Participants

Monthly Afterschool Care Fees for SCHOOL SITES:

Badin, Endy, Locust & Norwood (early start schools):

\$225 for Full-Time or \$150 for Part-Time

Aquadale, Central, East, Millingport, Oakboro STEM, Richfield, & Stanfield (late start schools):

\$200 for Full-Time or \$130 for Part-Time

Parents are responsible for TEN monthly payments for the school year. We have taken all weeks of the school year and divided them into TEN equal monthly payments for your convenience. You may choose one of two monthly payment dates. Payments will be drafted on the 1st (Aug. 1-May 1) or 15th (Aug. 15-May 15) of each month for the NEXT month regardless of attendance or the number of weeks in the month. We can draft from your bank account, debit card or credit card. We can accept Master Card, Visa, American Express and Discover. We do not accept personal checks or cash. You must complete the "Payment Options" page in the registration packet to secure your child's space.

If a financial problem should arise, contact Kelley Bigger, Family Services Director immediately. Statements are available monthly upon request. In order to be removed from the draft for any reason, you must complete a "Termination Form" at least **10 days before your next draft.**

Are Before School Programs offered?

At this time we are evaluating the need and available space at each school. Contact Kelley Bigger at kbigger@stanlyymca.org for more information.

School's Out (full days):

Currently, we are working on a plan for full days. More information & pricing will be announced shortly.

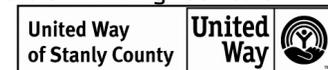
WHAT IF I HAVE A RETURNED DRAFT?

If your YMCA draft is declined, the YMCA has the right to redraft you at any time. If payment is not made on time, there will be a \$20 late fee added if your balance is not taken care of within five business days of the original draft date. If the monthly payment is not made within 15 days of your draft date, child care will be suspended until the balance has been paid.

WHAT IF I CAN'T AFFORD THE FEES?

YMCA Open Doors Scholarships are available for Y membership and programs. Monies are provided through financial support from the YMCA Strong Communities Fund, United Way of Stanly County and various grants.

To apply for a scholarship, you must complete the Open Door Scholarship application (available online or at Y), gather requested documentation, write a short letter of your circumstances, and return to the YMCA Member Engagement Director or Family Services Director. A sliding fee scale will be used to help determine a scholarship amount.



WHY SHOULD WE JOIN THE YMCA?

There are many opportunities for your family to have fun and build memories at the YMCA. We host numerous family events throughout the year including a Father/Daughter Dance, Children's Christmas Shop, Movie Night in the Pool, and Healthy Kids Day. With a family membership, you can work out while the children have fun in one of two free child care areas. We offer a variety of fitness and wellness classes. There are PLENTY of cardio machines, as well as, weight equipment. The Y has two swimming pools for classes, lessons, and fun. We also have numerous opportunities to volunteer.

If you are interested in a family or youth membership, contact our membership staff at 704.982.1916.



DISCIPLINE POLICY

We want your child to enjoy the activities planned and benefit from his/her experiences in the program. Staff works with children to help them understand the rules and give clear definitions of acceptable and unacceptable behavior, which are listed below. We also believe that children are much more likely to be successful when staff and parents work together to communicate well and make decisions that are best for all participants.

Expectations

Follow directions.

Keep hands, feet, and objects to yourself.

Use courteous manners, no name calling or teasing.

Respect others.

Never leave your group without permission.

Positive Reinforcement

Praise

Positive notes

Special privileges

Group rewards

Fist bumps, pats on back, thumbs up

"Student of the Week"

Consequences

Warning

Activity will be restricted

Time out/Behavior documented

Parent Notification

Immediate call to parent for pick-up

Suspension

In severe incidences, the site director will determine appropriate consequences. We do not condone: use of corporal punishment, making fun of, threatening or yelling at children, using profanity, or leaving children unsupervised. Fighting, bullying of other children and disrespect toward staff will not be tolerated.

Dismissal from Camp

Families with the following unresolved issues may be dismissed from the afterschool program:

- ◇ Excessive tardiness in fee payments or failure to pay fees
- ◇ Discipline problems that cannot be solved after repeated attempts
- ◇ Disrespect from parents toward staff or children
- ◇ A child's behavior that becomes detrimental to him/herself or others
- ◇ Repeated late pick-up



MEDICAL MATTERS

Sick children do not need to be at before/afterschool. They want their parents and they feel better in the comfort of their own home. Please do not send your child if he/she has had a temperature of over 100°, if your child has vomited in the last 24 hrs, has a contagious rash or lice. We will call you immediately and ask you to pick up your child if he/she becomes ill while in a Y program.

WHAT IF MY CHILD NEEDS TO TAKE MEDICINE WHILE AT AFTERSCHOOL?

Medications may only be given when:

- You have completed and signed the proper form, which is available from your site director
- Meds are sent in the original container
- Doctor's directions are clearly written on any prescriptions

WHAT IF MY CHILD HAS AN ACCIDENT WHILE AT AFTERSCHOOL?

In the event of an emergency, we will take the necessary actions for the health of your child and make every effort to contact you. Please be sure that we always have current contact info. **You are responsible for your child's primary accident insurance when using the YMCA and participating in YMCA programs off site.

WHAT IF THERE IS INCLEMENT WEATHER?

If school is completely called off due to bad weather, afterschool will not be open on that day. **If, however, school is out for more than one day due to weather, we will try to open on the other days at the YMCA. If children are released early from school because of inclement weather, we will not open for the remainder of the day.** Closings and delays will be posted on TV channels WBTB and WSOC. You may also check our Facebook and Instagram pages—Stanly County Family YMCA.

STAFF CODE OF CONDUCT (We want you to know what we expect of staff)

YMCA Staff may not verbally, emotionally, or physically abuse children.

Staff may not discipline children by use of physical punishment or failing to provide the necessities of care.

Physical restraint is used only in situations to protect the person, other people, or staff from harm.

Staff should never leave a child unsupervised while participating in a program.

In order to protect YMCA staff, volunteers, and program participants- at no time during a YMCA program may a staff person be alone with a single child where they cannot be observed by others. As our staff supervises children, they should space themselves where other staff and people can view them.

Restroom Supervision: Staff will make sure the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Staff will stand in the doorway while children are using the restroom. This policy allows privacy for the children and protection for the staff (not being alone with a child). If staff is assisting younger children, doors to the facility must remain open. No child regardless of age should ever enter the bathroom alone on a field trip. Always send children in pairs, and whenever possible, with staff.

Staff will respect children's rights not to be touched in ways that make them uncomfortable, and their right to say no. Other than diapering, children are not to be touched on areas of their bodies that would be covered by a bathing suit.

Staff/Volunteers Have a duty to report any suspicion of child abuse to their immediate supervisor or SCFY Director. Failure to do so may result in termination.

Staff should be alert to the physical and emotional state of the children as they enter the program/facility. Any signs of injury or possible child abuse MUST be reported to the Director of the program.

Staff is correctly informed of appropriate vs inappropriate **physical contact** with youth. The following are examples of appropriate and inappropriate contact:

APPROPRIATE: Side hugs, pats on the back/shoulder, handshakes, high fives/fist bumps, verbal praise, pats on the head, touching hands, shoulders, arms, and holding hands to escort young children.

INAPPROPRIATE: Full frontal hugs, kisses, affection in isolated areas, lap sitting, wrestling, tickling, allowing to cling to leg, any type of massage, any form of unwanted affection by youth or staff, compliments relating to physique

Staff is correctly informed of appropriate vs inappropriate **verbal interactions** with youth. The following are examples of appropriate and inappropriate verbal interactions:

APPROPRIATE: positive reinforcements, appropriate jokes, encouragement

INAPPROPRIATE: name calling, secrets, cursing, off color/sexual jokes, shaming, belittling, derogatory remarks, discussing sexual or personal problems, harsh or threatening language

Staff is highly discouraged from being alone with children they meet in the YMCA programs of the YMCA. This includes babysitting, sleep overs, and inviting children to your home.

Under no circumstances should staff release children in childcare, day camp, Minnie's place, and all day programs to anyone other than the authorized parent, guardian, or another adult authorized by the parent or guardian on sign out lists.

Using, possessing, or being under the influence of alcohol or other illegal drugs is prohibited.

Smoking or use of tobacco products in the presence of children or parents during working hours is prohibited.

Profanity, inappropriate jokes, sharing intimate personal details of one's personal life, and any kind of harassment in the presence of children or parents is prohibited.

Staff may not date program participants less than 18 years of age.

Staff is required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend trainings on the subject, as instructed by a supervisor. While the YMCA does not discriminate against an individual's lifestyle, it does require that in the performance of their job they will abide by the standards of contact set forth by the YMCA.

SCFY Electronic Communication Policy

Protecting the children we serve at the SCFY is an ever-changing and constant task. Today's kids love to communicate with one another. Texting and twittering, emailing and blogging – their appetite for social networking seems unquenchable. The focus on knowing and being known may foster community, but it also has its dangers. The nearly unlimited internet access given to their users by smart phones also gives quick and easy access for those who wish to do them harm because such activity is unseen and unmonitored by parents or organization staff. A major component of the abuse prevention code of conduct used by SCFY is no communication is allowed outside of program activities. Current technology has made monitoring and enforcement of that standard extremely challenging, yet it must be done to protect both your staff and the children in our programs.

The **SCFY Electronic Communication Policy** can be an important means of keeping children, volunteers and employees safe. This policy is designed to guide and protect our volunteers, staff, and the youth we serve, and it should be shared with parents and participants so that all expectations and controls are fully understood. This policy includes:

Telephones / cell phones – While working, cell phone use should be for business purposes only. Staff is prohibited from initiating or receiving **personal** phone calls with youth who are in or whom they have met through organization programming. A call is considered personal if it does not involve both an organization phone and organization-specific subject matter. Staff members are required to report incoming calls to their supervisor immediately. Staff and volunteers are prohibited from accessing, displaying, or possessing inappropriate information on the organizations property or equipment.

Text messages – Regardless of the instrument of origin or receipt, text messaging with youth (as defined above) is strictly forbidden to staff. Policy requires immediate notification of supervisor if a text message is received from such a party.

Email / instant messaging – Staff and volunteers may not share any personal email address or instant message name or nickname with youth. Staff may neither initiate nor respond to email or instant message communication from youth while using any personal (i.e., non-organization) connection to the internet.

Social networking websites – While working or volunteering, all social networking websites shall be used for business purposes only. Any communication with youth using this medium (e.g., Facebook, Instagram, Bebo, MySpace, PerfSpot, NetLog, Twitter, etc.) must use organization sponsored or approved sites – no personal blog or social networking website may be used. Also, any staff profile or blog must be private and inaccessible to youth; the site should not have pictures of or make references to specific youth. Staff with profiles on social networking sites may neither request to be friends with nor accept as a friend a youth as described in the policy. Staff and volunteers are prohibited from accessing, displaying, or possessing inappropriate information on the organizations property or equipment.

Appropriate protocols – **All communication with youth must be from organization email accounts and or phones, and when emailing program information all emails should be sent to the youth's parents/guardians only.** Email communication from youth must be forwarded to supervisory staff and the youth's parents or guardians must be notified. All communication with youth must be documented immediately with the staff member's supervisor. Teen programming requires communicating with teens and being effective necessitates use of their preferred methods. Require your teen staff to use only facility phones or computers for such communication and regularly monitor the contact records to identify excessive texting to any individual numbers. If this type of behavior is identified, The CEO will determine the appropriateness of the contact.

WHAT ABOUT FULL & EARLY RELEASE DAYS?

The Stanly County Schools will be closed on the days listed below. We are currently working to confirm plans for "School's Out" full-day program on the following vacation days, professional days and holidays:

2020

October 19
November 3
November 11
December 23, 28-31

2021

January 4-6
January 18
February 19
March 12, 15 & 16
April 5-9
May 3 & 4

There will be no "Schools Out", full-day program on the following full days:

2020

September 7
November 26 & 27
December 24 & 25

2021

January 1
April 2

Early Release Days

SCS currently has five scheduled Early Release Days. All afterschool sites will open from the end of the school day until 6:00 pm. The dates are: September 16, October 16, November 25, December 22, and February 18.

CONTACT INFORMATION

Stanly County Family YMCA

427 North First St. Albemarle NC 28001

Phone 704.982.1916

fax 704.982.4451

www.stanlymca.org

Like us on Facebook: Stanly County Family YMCA

Aquadale School

704.961.5600 cell 704.961.6726

Badin School

704.961.3900 cell 704.961.6725

Central School

704.961.3200 cell TBA

East Albemarle School

704.961.3500 cell TBA

Endy School

704.961.3300 cell 704.961.6724

Locust School

704.961.5500 cell 704.985.6710

Millingport School

704.961.4300 cell TBA

Norwood School

704.961.4000 cell TBA

Oakboro STEM

704.961.4700 cell 704.985.3665

Richfield School

704.961.4800 cell 704.985.6984

Stanfield School

704.961.5800 cell 704.985.6750

YMCA Mission Statement:

"To put Christian principles into practice through programs that build a healthy spirit, mind, and body for all."