

101 YMCA Drive • Cary, NC 27513 • 919-469-9622

Where is the YMCA office?

The YMCA office will be located in the cafeteria, around by the bus loop. We will be set up right by the door to make it easier for you as a parent.

Where do I pick up my child from?

Until 5:30 pm you can come to the cafeteria and sign your child out with the office person (just remember an ID or pick up card) From 5:30 to 6 pm we will have rides out and we will be out at the bus loop and you can just pull up and we will put your child in the car for you.

What time does the program run from?

The program runs from 3:45 pm until 6 pm

Who is in charge?

The one on-site who is in charge is Courtney Van Kleeck. She is there everyday and if you need anything at all you can ask her. If she does not have the answer she will always find it for you. Her supervisor is Jai Kumar.

What happens with Inclement Weather?

If schools are closed, because of inclement weather all off-site YMCA youth programs are closed. Note: If schools are closed for an extended period of time the YMCA will make every effort to provide care for children in our Tracking Out program as weather and facilities permit. If we are able to open, we will only be able to serve children already registered for Tracking Out for that day. This service will be determined on a daily basis and will only occur if the facility can be opened and the staff can safely get to work. It is the parent's responsibility to check the YMCA website, to determine if we will operate. We may run on an abbreviated schedule.

If schools are delayed, all morning off-site YMCA programs are delayed by the same amount of time (i.e. if school starts 2 hours late, early arrivals will start 2 hours late). This also applies to on-site YMCA programs (on-site early arrivals and Tracking Out) UNLESS we are able to safely open the YMCA facility earlier than the school delay. If we are able to open our facility and our staff are able to get to work safely, we may open Tracking Out earlier than the WCPSS delay. Please check the website each morning. We will update the website no later than 6:00am on inclement weather days. If there is no update, then we will be starting Tracking Out on a normal schedule. If schools release early because of inclement weather, the YMCA program will be closed. YMCA transportation will not pick up students from schools. Parents must pick up students from schools themselves. The Tracking Out program will not transport



children back to the school sites. All Tracking Out children must be picked up from the YMCA immediately. This only applies to unscheduled early release days when school is suspended due to the threat of severe weather conditions.

No refunds are given due to inclement weather.

Visit our website, www.ymcatriangle.org, for the most recent updates.

What about Medical or other Emergency?

If medications need to be given during program hours, please review the policies below. Our staff cannot administer medicine to any camper without the following: A completed and signed "Medication Form" which is on the next page of this packet. A written and dated note from your physician for ANY over the counter medicine.

All prescription medication must be kept in the actual container in which it was received from the pharmacy. The container should include the prescribing doctor's name, name of medication, procedures for use, and the child's name. Any medication sent to a YMCA program must be checked in at the program office by the parent/guardian. If your child has an epi-pen or an inhaler, these items must also be checked in at the program office and a medication form must be filled out. Please note that if your child attends multiple YMCA programs (i.e. summer camp, SOS, after school, Tracking Out), we ask that you please provide a signed medication form and an original container of your child's medicine to each program that your child attends. We are not able to move medications between programs/sites nor are we able to allow campers to transport medications between programs/sites.

Illness and Emergency Procedures:

If a camper becomes ill during the program day and is unable to participate in activities, the parent/guardian will be notified. If a camper is hurt, a member of the staff or an authorized person will administer immediate first aid. If the situation should require immediate medical attention, the program director or a member of the staff will attempt to contact and inform the parent/guardian as soon as possible. In the event that the parent/guardian cannot be reached, the emergency contact person will be called. The program director or another staff member will call the designated physician and/ or local emergency unit for treatment and/ or transportation to a hospital. A staff member will accompany the camper to the hospital and stay until the parent/ guardian arrives and signs the camper into his/her custody.