



YMCA of Garner

2009-2010

Dear Vance YMCA Parents,

Welcome to the YMCA After School program at Vance Elementary! Our staff is excited about offering a fun and safe program to your child while instilling in them the values of caring, respect, responsibility, honesty, and faith. We want to take this opportunity to remind parents of certain policies and procedures we have and ask for your continued help and cooperation as we embark on the 2009 – 2010 school year.

Who to contact if you should have any questions about the Vance program:

Youth Director: Rebecca Duncan

Cell Phone #: 631-5699

Office #: 773-3621 ext. 107

Vance YMCA Office #: 815-7664

After school

Program time: 3:45pm – 6:00pm

Wednesdays: 2:45pm – 6:00pm

- When picking up your child between 3:45pm – 4:30pm, please park in the back lot behind the gym and enter through the side of the gym to sign out your child. **PLEASE DO NOT PARK IN THE BUS LOOP between these times. Please park in the back lot behind the gym.**
- Between 4:30pm – 5:00pm, parents may park in the bus loop and walk into the gym to sign out your child.
- Rides Out begins at 5pm!! There will be a counselor in the bus loop to call and load your child(ren) into cars. Please be courteous and patient during this process. Thank you!
- Please be sure to bring in a bright yellow YMCA pick-up card or a picture ID, so we will be able to quickly identify you and call your child. This is not intended as an inconvenience, but is an important safety measure.
- If someone different will be picking up your child, PLEASE LET US KNOW! If we have never seen that person before, WE WILL ASK FOR THEIR ID! That person picking up your child MUST ALSO BE ON YOUR LIST OF PEOPLE FOR AUTHORIZED PICK-UP.
- If you need pick-up cards, please let us know and we will be happy to provide you with some.

Parent Communication

- PLEASE CALL OUR Vance YMCA OFFICE (815 - 7664) IF YOUR CHILD WILL NOT BE AT THE VANCE AFTER SCHOOL PROGRAM! It is very important that we know where each child is at all times. Please leave a voicemail if no one answers and we will receive your message.
- If someone different will be picking up your child, please call us or send a note. Please let others who may be picking up your child know that we will be asking for a pick-up card or a picture ID if we do not recognize them. Again, this is not intended as an inconvenience, but is for your child's safety.
- If you need someone added to your pick-up list, please let us know and we will add him or her on it.
- It is very important that we have all current and updated phone numbers and addresses for parents, so that we are able to get in touch with you in case of emergencies. Please let us know if you change work numbers or cell phone numbers. We also need new addresses if you move!
- If you need to speak with a member of the Vance Y staff about your child or a concern that you have, please ONLY speak to Rebecca. It is a YMCA policy that parents are to speak only with directors and not with huddle counselors. If you have questions about this policy, please let Rebecca or the Site Coordinator know.

Medicine

- A medicine card **MUST** be filled out if your child needs to take medicine while at the YMCA. Medicine cards are filled out on a weekly basis.
- Please do not send medicine in your child's bag. It should be given to a counselor or director during Rides In and we will make sure it is administered at the proper times.

Incllement Weather

Please refer to our website: www.ymcatriangle.org (be sure to click on 'Garner Branch') or call our main business office at 773-3621 for up to date information on our program closings or delays.

- If schools are closed, the YMCA is closed.
- If schools close early, the YMCA will not operate the After School program. If your child is at the Tracking Out program and school closes early, parents must pick up their child from the Tracking Out facility within one hour of the school's closing. **Buses will not run.**
- In the event of severe weather (heavy rain, thunder and lightning) during Rides Out time, parents must park and come inside to pick up their child. We will not escort children out to their cars in severe weather.

SOS Days (Schools Out Special)

- The following days are SOS days for the Year Round Calendar:

- November 11, 2009
- December 21, 2009
- December 22, 2009
- December 23, 2009
- December 28, 2009
- December 29, 2009
- December 30, 2009

**If you need care for your child on these days, please call our Main Business office at 773-3621 to sign up. Please be sure to register 2 days in advance of the day for which you need care.

**The cost for SOS days is \$49.00 for program participants and \$37.00 for members.

***The After School program does not run on these days.

Early Release Days (School releases at 12:15pm)

- The following days are Early Release Days and are always on Wednesdays:

- July 22, 2009
- August 12, 2009
- September 2, 2009
- October 21, 2009
- December 2, 2009
- February 17, 2010
- March 10, 2010
- April 21, 2010

** YOUR CHILD MUST BE ENROLLED IN THE AFTERSCHOOL PROGRAM IN ORDER TO ATTEND EARLY RELEASE DAYS. THERE IS NO EXTRA CHARGE!!

IMPORTANT PHONE NUMBERS

East Garner YMCA Office: 815- 3954

Rebecca Duncan, Director: 631- 5699(Cell Phone)/ 773 - 3621 ext. 107 (Office)

Main YMCA Business Office: 773-3621

Vance YMCA After School Office: 815 - 7664

Tracking Out cell phone: 412 - 6061

**Please call us if you have any questions regarding the information in this packet. We look forward to a great year with your child!!