



### **After School Program Health & Safety Protocols:**

The YMCA follows strict COVID-19 safety protocols established by the Centers for Disease Control and Georgia Department of Public Health. Additionally, the Executive Order of the State of Georgia mandates youth-serving organizations to comply with 32 safety measures to prevent the spread of COVID-19. These additional measures include but are not limited to the following:

- All participants and staff must wear masks on arrival and throughout the day. There may be times during outdoor/physical activities that staff may allow participants to remove masks when social distancing is in effect.
- Pre-check-in screening and temperature checks will be required for everyone (participants and staff) prior to entering the program site.
- Limited capacities for each location have been determined to allow for appropriate social distancing.
- Participants will be assigned to small group cohorts of no more than 9 children and 1 staff member. Cohorts will engage with each other, but not with other cohorts, unless social distancing can be maintained.
- On arrival and throughout the day, participants will be reminded to practice frequent hand-washing and use of hand sanitizer.
- All program sites are deep cleaning every night and each weekend.

### **Frequently Asked Questions**

#### **What is Y Afterschool?**

Our programs are designed to offer each child many opportunities for intellectual, physical and social development. Children take part in a wide variety of group and individual activities including art, enrichment components, homework time and sports. We offer a quality program that includes planned activities to complement the school experience. Our highest goal is a warm, safe and caring atmosphere for children.

#### **What are the registration rates for Y Afterschool?**

Y Afterschool offers weekly registration to best accommodate the needs of many families. All participants must hold an active Facility Membership or Program Membership. If you need to register for participation part-time, please reach out directly to your branch contact

Rates are as follows:

Full-time (3+ days/week)

- YMCA Facility Members: \$80 per week
- YMCA Program Members: \$60 per week

Part-time (2 days/week)

- YMCA Facility Members: \$40 per week

- YMCA Program Members: \$30 per week

**Is Financial Assistance Available?**

Financial assistance is available. We believe every child and family should have the opportunity to participate in any Y program. Those not able to pay the full fee may be awarded partial financial assistance based on their ability to pay and the Y's ability to fund the subsidy. If you would like to apply for financial assistance, please contact the location you plan to attend for more information and to reserve your child's place at afterschool while the application process is completed.

**Can I apply a credit from a past program as payment?**

Yes, credits on your account CAN be used to pay for your registration fees. However, this cannot be done online, so you will need to contact the location you plan to attend and they will complete your registration using your program credit.

**What is the cancellation and refund policy?**

A written request must be submitted at least two weeks prior to the date to be canceled. A refund will be issued less the \$10 non-refundable/non-transferable deposit to hold each week of afterschool cancelled. The account must be in good standing for a refund to be issued. The YMCA reserves the right to apply refund/credit to any outstanding balances.

**Are there any late pick-up charges?**

All children must be picked up by 6:30 p.m. If you arrive late, you will be required to pay an additional fee of \$1.00 per minute, per child after the 6:30 p.m. sign out time.

**Will my child need to wear a mask?**

All participants and staff must wear masks on arrival and throughout the day. There may be times during outdoor/physical activities that staff may allow participants to remove masks when social distancing is in effect.

**What size groups will kids be working in?**

Participants will be assigned to small group cohorts of no more than 9 children and 1 staff member. Cohorts will engage with each other, but not with other cohorts, unless social distancing can be maintained.

**Is there a lost and found?**

We will not keep a lost and found. Any item found that is labeled with your child's name will be returned to your child's group. Found items that are not labeled will be donated to charity.

**What will the drop-off and pick-up process look like?**

Before arrival at afterschool, we request that you complete a short pre-screening questionnaire for each child online. At pick up from the school, a staff member will confirm completion of pre-screening questionnaire, and then take the temperature of each child as they enter the vehicle. Participants must be wearing masks as they enter the vehicle and the entire time that they are at the Y.

If the pre-screening has not been completed, or has been failed, and/or the child's temperature is over 100.4, then they will not be allowed to attend the Y afterschool program.

We offer a pick-up lane from 4:00pm-6:30pm for your convenience. Please stay in your car for pick-up. We require you to use the pick-up lane for the ease of traffic flow, convenience and safety of all.

Your child will be released only to the individuals that you have designated as authorized to pick up. If you need to make changes to the list of people authorized to pick up your child, please do so in by logging in to your Y account at [www.ymcaregistration.com](http://www.ymcaregistration.com). Each and every day, we will ask for a picture ID and check the authorization for the release of the child. If the person is not authorized to pick up the child, the child will not be released. Please be sure your authorized pick-ups are updated by logging into your Y account at [www.ymcaregistration.com](http://www.ymcaregistration.com) prior to the start of afterschool.

**How will Y Afterschool staff communicate with parents?**

Our Directors are always there for any parent questions/concerns. All communication will be shared electronically to the email addresses provided by the family at the time of registration. It is the responsibility of the family to let Y staff know of any email address changes.

**Do I need to submit any health information for my child?**

A health history form must be submitted (online) prior to the start of the program. It is the responsibility of the family to inform the Y of any changes to the information submitted on the health history form.

Parents must certify that their child is up to date on all required immunizations appropriate for the child's age. If not, they must provide appropriate documentation for a medical exemption. (Certification by parent or legal guardian required).

The State of Georgia requires immunization form 3231 for every child, due the day the child starts. Please provide your child's current form 3231 and the [YMCA Medical Release/Waiver](#) by either emailing it to your Director or bringing with you on the first day of afterschool.

**Will there be daily health screening?**

Yes. Parents should complete the online pre-screening questionnaire each day before their child attends Y Afterschool. Per CDC guidelines, all children will have their temperatures taken and logged upon arrival daily. Staff taking temperatures at carpool will be wearing PPE. Any child who presents with a fever at or greater than 100.4 will not be allowed to attend. In accordance with our local health mandate, children will not be permitted to return until they have either had a negative COVID-19 test or have been free of fever and fever medication for 24 hours, other symptoms have improved, and at least 10 days have passed since symptoms first appeared.

We are putting into place as many safety measures as possible to help minimize the risk to all participants and staff as recommended by local health officials.

**What happens if a child gets sick while at Y Afterschool?**

If a child presents symptoms while at Y Afterschool related to COVID-19 (fever at or greater than 100.4°F, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, and/or vomiting), the child will be separated from the group until a parent/guardian can pick them up. They will be supervised by an adult from 6 feet away.

In accordance with our local health mandate, children will not be permitted to return until they have either had a negative COVID-19 test or have been free of fever and fever medication for 24 hours, other symptoms have improved, and at least 10 days have passed since symptoms first appeared.

**What are the procedures and protocols if there is a positive case of COVID among staff and participants?**

In order to provide transparency and inform parents of what you can expect if there is a case of COVID identified, the following are our notification and closure protocols:

If a person in the program (staff or child) shows symptoms of COVID-19 while at Y Campus Connection, we will follow CDC guidelines for isolation until that person leaves the location.

- When the Y is made aware that a participant or staff member has tested positive for COVID-19:
- Parents and staff will be notified by email on the same day we are made aware (if we are notified prior to 6:00 p.m. If later, notification will be provided the following day).
- The notification will include the dates the participant or staff was present at Y Afterschool over the previous 10 days for your reference.
- The participant or staff member will be asked to self-quarantine and will not be permitted to return to Y Afterschool until at least 10 days have passed since symptoms first appeared and a doctor's note or a negative COVID test has been provided.

If there are two or more positive COVID cases at the same location within a 7-day period, the location will be closed for 10 days from the date of the second identified case.

#### **Will my child be able to receive medication?**

Yes. A Director will administer any over-the-counter medication deemed necessary. Y staff can administer prescription medication when we receive all appropriate medical forms. All prescription medication must be in the original container with the pharmacy label. All over-the-counter medication must be in the original packaging and clearly marked with your child's name. After registration you will be provided with additional information in case your child needs to receive medication during Y Afterschool.

#### **Will my child be encouraged to wash their hands throughout the day?**

Yes. Children and staff will sanitize their hands immediately upon arrival. Children and staff will sanitize their hands between activities. Staff will carry cleaning products with them to each activity to sanitize all equipment after use. Bathrooms will be cleaned multiple times throughout the day.

#### **Do you have any behavior guidelines?**

Yes. The YMCA's philosophy of a discipline program is that discipline is a continuous, daily process of love and logic during which the following will be steps implemented to resolve an issue:

1. Child will be redirected and given a verbal warning.
2. Child will be asked to take a personal time-out.
3. Child will lose some/all of a privilege of participating in a special activity.
4. Child will talk with Camp Leadership and parent will be called to discuss a positive plan for change.

Parents will be called to pick up child early if the behavior is causing a disruption to camp and other participants. In some instances, if issue continues or is of a severe nature, removal from afterschool for 1-5 days or the rest of the year may be necessary. Occasionally, it becomes necessary to inform parents of disruptive behavior that is above and beyond the typically expected range. In an event such as this, a behavior report (Parent Communication) is written and submitted to the Afterschool Director. A copy is given to the parent along with discussion from the staff regarding the child's behavior. In cases where a child receives two behavior reports, a conference will be scheduled to discuss the child's continued participation in the program. In some cases, it becomes necessary to remove the child from the afterschool program. If this occurs, parents will be asked to find alternative care immediately. No child will be dismissed without the benefit of a conference between parent and staff first. Physical violence to another participant or staff will result in immediate removal from afterschool and no return until a conference is held between the Director, parent and participant.

Due to the program modifications made this year as the result of COVID-19, we want all parents to acknowledge that it may not be the best fit for every child. We are unable to tolerate any behavioral issues of any kind for the safety and well-being of all children and staff.

**Will staff receive additional safety training?**

All Y staff are required to attend training sessions to review all new safety protocols related to COVID-19, how to follow measures for greater health and safety, and to understand the most up-to-date CDC guidelines.

**Will I need to sign a waiver?**

Yes. In order to ensure that every participant in our program understands the protocols, procedures, and risks of participation, each participant's parent will need a waiver signed prior to their first day. Signing the waiver will be part of your registration process.