



Y-CLUB
Before & After School Care

PARENT
HANDBOOK

YMCA OF GREATER MICHIANA



The YMCA is the #1 after school provider in the country. The YMCA of Greater Michiana is offering safe, top-quality, enriching after school programs for your child! As a committed organization that is dedicated to addressing the needs of the community, we are providing before and after school, 1/2 day, Schools Out Ys In, and Emergency Closing (TBD) programming to help provide your child with great opportunities. Staff will greet them warmly with a smile. They will be provided with a nutritious snack and numerous activities to help them grow into healthy, productive, and responsible people.

YMCA MISSION + VISION

The YMCA of Greater Michiana is committed to supporting children and families in our community. Through our Child Care Network, we provide a nurturing environment where children feel safe, supported, and encouraged to learn, grow, build friendships, and prepare for future success.

Our work is guided by the YMCA's core values of caring, honesty, respect, and responsibility. These values are integrated into our daily interactions, curriculum, and program environment.

We are dedicated to strengthening our community through a focus on youth development, healthy living, and social responsibility. Our programs are led by educated and well-trained staff who are committed to providing high-quality care and meaningful experiences for every child.

Our vision is to provide high-quality, accessible early education so that all children and families have the opportunity to learn, grow, and thrive.

If you're interested in your child attending Y-Club please follow registration steps on our website at **ymcagm.org/y-club**.

Benton Harbor-St. Joseph YMCA
269-428-9622

Niles-Buchanan YMCA
269-683-1552

ENROLLMENT PROCESS AND EXPECTATIONS

Select Y-Club sites are licensed and require additional paperwork, outside of registration paperwork, to be on file before we care for your child(ren).

All paperwork can be found here:



Paperwork Needed:

- ☒ Registration For/Admission Agreement
- ☒ Child Information Record
- ☒ Medication (if applicable)

FINANCIAL ASSISTANCE + 3RD PARTY CHILDCARE CONTRACTS

We recognize that access and affordability to child care can be challenging. There is opportunity to apply for financial assistance for our Y-Club program. If you are interested in applying, please fill out the financial assistance application found on our website at ymcagm.org/FinancialAssistance, and email forms to Zech Hoyt, Executive Director of Youth Programs at zhoyt@ymcagm.org.

Michigan Locations: For participants at Michigan locations, MI Bridges can help you to access our state-licensed programs, like Y-Club, through financial assistance for those who qualify. Learn more on their website at <https://bit.ly/MI-Bridges> (case sensitive). In order to qualify for a scholarship from the YMCA, you must first apply to MI Bridges. Once accepted, if billing comes back unauthorized you will be required to put billing information on file and pay balance until your MDHHS is approved by the state.

Please note:

- Applications must be fully completed with all required documentation
- Processing may take up to three weeks
- Regular program fees will apply until assistance is approved
- Financial assistance is subject to the availability of funds

We are committed to working with families and encourage you to reach out if you have questions or need support during the application process.

Y-CLUB

The YMCA of Greater Michiana works with local schools to offer safe, top-quality, enriching Before & After School Programs for your child!

What will my child do during Y-Club?

Under adult supervision, children participate in exciting age-appropriate activities and will experience a variety of programs that promote physical activity, healthy nutrition habits and social responsibility. The primary focus is to promote a safe, exciting, active and fun environment for your student!

Will my child be able to work on his/her homework?

Absolutely! The purpose of Y-Club is to promote physical activity and social responsibility, as well as provide opportunity for homework and individual reading. Our goal is to be an added support to parents and their busy lives by allowing time for homework. With this, we hope you are able to spend more family time together.

SCHEDULE OF OPERATION

Our Y-Club programs will run in conjunction with the district calendars. Y-Club will run Monday-Friday during normal school days. Program hours are after school dismissal until 6:00 PM.

On planned School closings such as holidays, teacher in-services, or half days, we will offer our 1/2 Day and Schools Out Ys In programs at the Y. In the event of an unplanned day off, such as a snow day, the Y will offer Emergency Closing Care (TBD for this school year). Check with your local branch for availability.

DAILY ROUTINE

- ARRIVAL
- CHOICE TIME
- Y-TIES DEVELOPMENT
- PHYSICAL DEVELOPMENT
- SNACK
- HOMEWORK HELP



Does my child need to attend every day?

Attendance is not required every day. However, they will not want to miss out on the fun! Y-Club will be based, and paid, on weekly or monthly basis regardless of the number of days your student attends during the week. There must be a payment method on file at your local branch. Talk to member service to setup automatic payments.

PAYMENT SCHEDULE AND FEES

- A one-time, non-refundable \$50/child or \$75/family registration fee due at time of registration
- Fees draft on the 19th of each month and cover the month following
- If registering after **August 19, 2026** deposit and first month's fees will be due at registration

St. Joseph/Lakeshore

Daily Schedule

4:00 PM – 4:15 PM	Snack & Homework Help Children are offered homework help along with reading time to support academic growth.
4:15 PM – 5:15 PM	Rotations: • Front Room: Y-Ties, STEM, Art: Children will participate in hands-on art and STEM activities that encourage creativity, problem-solving, and exploration. • Gym: CATCH: Daily physical activity includes structured CATCH gym activities that promote movement and healthy lifestyles.
5:15 PM – 6:00 PM	Choice Time Activities: Children participate in small group games and activities that promote teamwork and social skills
6:00 PM	Dismissal

BUS DEPARTURE TIMES

- LAKESHORE STUDENTS: 8:00 AM
- EP CLARKE STUDENTS: 7:38 AM
- BROWN SCHOOL STUDENTS: 7:45 AM
- LINCOLN STUDENTS: 7:42 AM

BUS ARRIVAL TIMES

- LAKESHORE STUDENTS: 3:55 PM
- EP CLARKE STUDENTS: 4:00 PM
- BROWN SCHOOL STUDENTS: 4:15 PM
- LINCOLN STUDENTS: 4:30 PM

DROP-OFF & PICK-UP PROCEDURES

Before Care

For programs that offer before care, children are allowed to arrive anytime after 6:45 AM. When dropped off they must be signed in each morning by a parent or guardian. Time and Parent/Guardian signature is required.

After Care

Child pick-up is at the parent or guardians convenience as long as it is before 6:00 PM. If a parent or guardian will be late, they need to contact the YMCA site coordinator or program director to inform them of the situation. When picked up they must be signed out by a parent or guardian. Time and Parent/Guardian signature is required.

What if I am running late to pick up my child?

The after school program closes promptly at 6:00 PM. We understand that unavoidable situations may incidentally arise. If you find that you are going to be late, please call immediately and make us aware of the situation so neither staff nor your child will worry. After waiting for 30 minutes, staff will begin calling those allowed to pick up on their emergency contact list. If staff has waited an hour and you have made no contact, then the proper authorities will be called. You will be required to pay an additional fee of \$5 for each 10 minute increment past closing time.

MANDATORY SIGNING IN & OUT

Signing in and out of Y-Club is required by state licensing, and is also required for the purposes of financial assistance through DHS.

All children must be signed in and out of program daily by a responsibly adult (18 years or older). The individual signing the child out of the program must be listed on registration information and be prepared to show identification. The child will not be released without written permission from the parent/guardian.

It is a good idea for the family to acknowledge a member of the YMCA Child Development staff, whether they are inside or out, so we can fully acknowledge your presence. This is helpful for our staff to physically see that the children are present as well as taking note from the attendance sheet.

PARENT/GAURDIAN COMMUNICATION & INVOLVMENT

The YMCA is committed to maintaining close, positive relationships with the parents of every child enrolled in our program. We strive to include family culture, language, and experiences as part of our curriculum and daily routines. Staff are required to communicate daily with the families and other staff members, in a positive and professional manner. General information as it is related to the classroom/program experience should be shared during parent interactions discussing things related to the child's overall experience in programming. If a child is admitted to the program requiring special accommodations, a daily report describing the following information must be shared with the parent:

- Food intake; time, type of food, and amount eaten
- Developmental milestones
- Changes in the child's usual behaviors

We want to encourage participation and awareness of our program experience. Teams are expected to work collaboratively to send out regular communication. Communication should come in various forms:

- Overall program updates, highlights, and needs (typically done in a newsletter format) monthly at minimum
- Classroom specific curriculum, events, updates, highlight, and needs (typically offered by way of classroom communication areas).
- Memos and notifications for immediate needs and program changes.
- Volunteer opportunities (typically offered in a "Ways to Engage: board/communication area)

YOUTH DEVELOPMENT

We believe the values and skills learned early on are vital building blocks for life. Because of the Y, more young people in neighborhoods around the nation are taking a greater interest in learning and making smarter life choices. At the Y, students and teens learn values and positive behaviors and can explore their unique talents and interests; helping them realize their potential. This makes for confident kids today and contributing and engaged adults tomorrow.

SOCIAL RESPONSIBILITY DEVELOPMENT & DISCIPLINE

At Y-Club, youth will be guided to lead productive, responsible and caring lives. Youth will learn the importance of giving back to community and will acquire the skills to become leaders in their community. We want your child to enjoy the activities planned, and benefit from his/her experience. Staff will work with them to help them understand the expectations and give clear definitions of acceptable and unacceptable behavior.

Y Ties – Honesty, Respect, Responsibility, Caring

Y-Club uses our Y TIES Program to develop our children's social responsibility. This program allows the opportunity for students and staff to make living the Y character values tangible and collective. Children will be able to make individual pledges or goals, demonstrate their pledge, recognize their efforts and success, and reflect on their pledges and goals.

Expectations

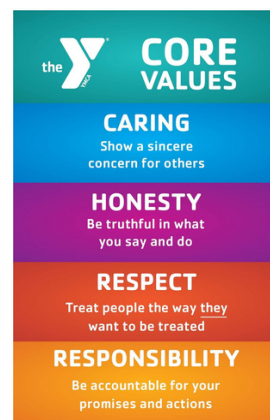
- Follow Directions
- Keep hands, feet, and objects to yourself

Positive Reinforcement

- Praise
- Leadership Opportunities
- Program Bonuses

Consequences

- Warning
- Activity restriction
- Behavior documents
- Parent notification
- Immediate call to parents 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 student unsupervised. Fighting, hazing of peers, imposing different beliefs, and disrespect toward staff will not be tolerated.****

DISMISSAL & WITHDRAW FROM Y-CLUB PROGRAMS

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

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

Parents wishing to remove their child from the program may do so with a notice given to the site coordinator or the program director. On rare occasions, the program director may determine that a child be withdrawn from the program due to behavior concerns or other problems that are disruptive to the program. Partial refund determined by participation may be made if payments have already been made and the service is no longer needed or in use.

INJURIES, ACCIDENTS, OR SAFETY ISSUES

Parents **MUST** inform the program staff of any health or safety needs of the child that the program may be required to address. If your child has had an injury or illness that may prevent activity, please call the center. If your child is injured while in our care, parents/guardians will be notified by either a note home, phone call, or through classroom messenger. If the injury is not serious, the staff will report the incident to the parents/guardians when the child is picked up at the end of the day. In case of serious injury, parents/guardians will be notified immediately by phone.

Program staff are trained in First Aid and CPR and will secure medical and/or emergency treatment for your child in possible emergency situations.

MAJOR INJURIES include: a head injury, a broken bone, severe lacerations, or any other injury that requires a doctor's visit.

MINOR INJURIES include: scratches, bruises, and bumps

If an accident occurs resulting in the injury of a child, staff will complete an incident report. This report will include the name of the child, date of the incident, witnesses, and medical professionals consulted, if applicable. If other children are involved in the incident, they shall not be identified by name in the report. This report will be given to the director to be kept in the center files.

INCIDENTS

An incident includes the following: a child is lost or left unsupervised, alleged sexual contact between children or a child and a staff member or volunteer or physical discipline of a child by a staff member or volunteer.

In the event this occurs, the following will take place:

- Parents will be notified immediately by phone or personal contact
- If deemed appropriate the local authorities will be notified
- LARA agency will be notified using the appropriate reporting form BCAL 4605

STAFF STANDARDS

-  Certified in First Aid
-  Certified in CPR
-  Certified in Blood Borne Pathogens
-  Certified in Child Abuse Prevention
-  16+ hours of professional development required each year
-  Nationwide background check
-  ICHAT Michigan background check

ABUSE OR MISTREATMENT

Our organization's top priority is keeping individuals safe. Any form of abuse or mistreatment of all individuals, children, employees, and volunteers is prohibited. Individuals shall not abuse or mistreat employees, volunteers, or other consumers in any way. Use of abusive language, obscene or profane language, including racial, religious or sexual references directed at other people will not be tolerated. It is important to treat others as you would like to be treated.

REPORTING

Because our organization is dedicated to maintaining zero tolerance for abuse, it is imperative that everyone, including you actively participates in the protection of all our individuals. In the event that someone observes any suspicious or inappropriate behaviors and/or policy violations on the part of other employees, volunteers, or others, it is their personal responsibility to immediately report their observations. Remember, at our organization, the policies apply to everyone.

Our Code of Conduct and policies include:

- Appropriate and inappropriate displays of physical affection.
- Appropriate and inappropriate verbal communication.
- One-on-one interactions and outside contact between employees/volunteers and individuals
- Electronic communication between employees/volunteers and individuals.
- Gift giving and receiving between individuals and employees/volunteers.
- Appropriate and inappropriate individual-to-individual interactions.
- The process for individuals to report concerns, complaints or grievances back to the organization



You do not need proof that abuse is occurring to make a report, only reasonable suspicion. Reporting child sexual abuse is key in preventing and intervening in abuse. Call Children's Protective Services at (855) 444-3911 for Michigan and (800) 800-5556 for Indiana, or you can contact the YMCA of Greater Michiana by scanning the QR Code.

CHILD PROTECTION POLICY

All staff are mandated by law to report any suspected case of child abuse, neglect, child sexual abuse or sexual exploitation to the Department of Human Services or immediately over the telephone at 855-444-3911 and that they should also follow the report up in writing within 72 hours. Reporting forms are available online at <http://www.michigan.gov/mdhhs>. Any reasonable suspicion will be reported including a child telling a staff member about abuse, witnessing the abuse, a parent's statement of abuse, or any physical or behavioral signs of abuse. A copy of this law may be obtained from the program director.

Pest Management

As required by Michigan law and state child care licensing requirements, each YMCA of Greater Michiana child care program maintains an Integrated Pest Management Program. Families will receive written notification of this pesticide policy each September.

YMCA OF GREATER MICHIANA NOTICE OF PESTICIDE USE:

Pesticides are periodically applied to school district property or center as part of the pest management program. Please be advised that parents or guardians of children attending the school or day care center are entitled to receive the advance notice of a pesticide application, other than a bait or gel formulation, by first class United States mail postmarked at least 3 days before the pesticide application, if they so request. If you prefer to receive notification by first class mail, please obtain a form from your building director.

General notifications will include:

- A posting will be displayed at the entry point on the facility with at least a 48-hour notification.
- Hand delivered notification through the child's backpack.

Please understand that emergencies do arise and that pesticides may be applied without prior notice to parents or legal guardians. Parents or legal guardians that have requested prior notification, however, will be notified after pesticide application.

Application of pesticides will be performed only by certified or registered applicators where and when required. If a pesticide is applied in a building, students will not occupy the room for at least four hours. Forty-eight hours prior to the time of application notification will be posted near the building's primary point of entry and in a common area of the building. When a pesticide is applied to school district grounds, the application will not be made within 100 feet of occupied classrooms, and flags will be inserted in the ground to mark the application area.

This notice was given in compliance with Regulation 637, as amended by Public Act 131 of 1993.

PARENT NOTIFICATIONS

ACADEMICS

All kids have great potential. At the after school, we will help them set and achieve their personal and educational goals. They gain confidence as they recognize the program as a place where they belong and can feel comfortable exploring new interests and passions.

We will make sure every child has an opportunity to envision a positive future and take an active role in strengthening the community.

Outdoor Education

During the colder months, outdoor time may be shortened, but it will not be eliminated unless weather conditions are deemed unsafe. We follow the Michigan State Guidelines for weather-related outdoor play, which generally recommend:

- **Above 25°F** (including wind chill): Outdoor play is expected and encouraged.
- **10–25°F** (including wind chill): Outdoor time may be shortened based on conditions and staff discretion.
- **Below 10°F** (including wind chill): Outdoor play will be canceled for safety reasons.

LICENSING REPORTS

The center keeps a licensing notebook containing a summary sheet, all licensing inspections and special investigations, and related corrective action plans for the last 5 years. The licensing notebook is available to parents/guardians during regular business hours. Reports from at least the past three years are available at www.michigan.gov/michildcare

BACKGROUND CHECKS

A comprehensive background check is required to be completed in the Michigan Childcare Background Check System (CCBC) on all licensee/licensee designees, program directors, childcare staff, and volunteer staff with unsupervised access to children. Supervised volunteers are required to have a public sex offender registry (PSOR) clearance with results located at the facility. All staff and volunteers are also required to sign abuse and neglect statements.

Any staff member or volunteer who is registered on either the Michigan State Police Public Sex Offender Registry or the Dru Sjodin National Sex Offender Public Website is strictly prohibited from having contact with any child in care. This prohibition applies to all staff members and volunteers, including supervised volunteers, unsupervised volunteers, and parents volunteering in the program.

- **Unsupervised Volunteers** – Unsupervised volunteers shall provide appropriate care and supervision of children at all times and act in a manner that is conducive to the welfare of children.
- **Supervised Volunteers** – May assist within our program to support activities and classroom experiences. While these individuals are not required to complete a comprehensive background check, all supervised volunteers are screened through the National Sex Offender Registry prior to participating. Volunteers are never left alone with children and will always be under the direct supervision of YMCA staff.

SAFETY DRILLS

Our programs are required to practice safety drills several times a year for fire evacuation, tornado safety and lockdown drills in accordance with Michigan Child Care Licensing Rules. If our school is evacuated, staff will notify you or another adult on your child's emergency contact form.

DRUG FREE AND SMOKE FREE ZONE

Our facilities and grounds are drug-free and smoke-free zones. Please extinguish cigarettes and properly discard smoking products prior to entering the parking lot and building. This includes chewing tobacco and vapes. Help us stay a drug-free and smoke-free zone by informing anyone who will be escorting your child to and from school of our policy.

CELL PHONE USE

To maintain a calm, focused, and respectful learning environment for our children and staff, we kindly ask that you limit cell phone use while in the building. Conversations can be disruptive to classroom activities or children who may be resting. For this reason, we also ask that parents not enter the building or drop off their child while actively talking on the phone. This time is important for connecting with your child and for helping them transition smoothly into the day. If you need to take a call, please do so outside or in the front lobby next to the main doors. Thank you for helping us keep our center peaceful and distraction-free.

NON-DISCRIMINATION POLICY

The YMCA of Greater Michiana does not discriminate based on age, sex, race, disability, color, religion, or national origin. No one will be excluded from participation in, or denied the benefit of, or be subject to discrimination during any program or activity or in employment.

HEALTHY LIVING

A healthy lifestyle is achieved through mind, body and spirit and is fostered by more than just physical fitness and nutrition. Youth will find the support they need to help them lead a life that benefits the core of their well-being.

COMMUNITY RESOURCES

The process of connecting families to community resources involves assessing the family's needs, identifying appropriate resources, providing referrals to those resources, and following up with the family to ensure that their needs have been met. This process may vary depending on the specific community resources and the needs of the family, but in general, it involves a collaborative effort between our program and families to ensure that referrals are made in a respectful, helpful, and safe manner. Resource books are also available in the main Northside office and main entrance.

If you or your family needs extra resources or support, please contact Kristin McKay-Parrish OR Michelle Skalla at 269-683-1982.



berriencountyParentNET.org helps connect parents to the resources in Berrien County that are available to families – whether it be healthcare, schools, fun activities or parenting support. The development of this website has been made possible through a grant given to Berrien County to promote positive parenting through county wide implementation of Triple P (Positive Parenting Program).

Triple P is a program that supports parents by offering simple, practical parenting strategies for a wide range of parenting concerns. TRIPLE P (Positive Parenting Program) can help! Triple P is a program that suggests simple routines and small changes that can make a big difference for families. Every family is different. Yet parents all over the world face problems that are surprisingly similar. The issues you deal with in your home affect families everywhere.

Triple P Positive Parenting helps parents to:

- Create a stable and harmonious family environment
- Encourage behavior they like
- Build positive relationships with their children
- Deal positively, consistently and decisively with problem behavior

Read more at berriencountyParentNET.org

FOOD SERVICE AND NUTRITION

The YMCA provides an afternoon snack each day, both of which are included in the cost of tuition. Snacks are planned to support children's nutritional needs and provide energy for active learning and play throughout the day. Snack menus are available to families through the monthly classroom newsletter and are also posted on the classroom bulletin board. Any substitutions made to the planned menu will be communicated and noted as needed.

The snacks provided by the program follow the minimum meal pattern requirements established by the Child and Adult Care Food Program (CACFP). Northside Childcare will comply with licensing rule 400.8330(3) & (4) to ensure children with special dietary needs, allergies, or medical requirements receive snacks in accordance with their individual needs and any required documentation.

Families are responsible for providing their child's lunch when attending all day programming. Lunches brought from home should include a balanced meal and be ready to serve. Menus and applicable fees will be charged based on Chartwell's current pricing guide, which can be found here:

<https://nilesschools.nutrislice.com/menu/northside-child-development/lunch>

If a parent forgets to provide a lunch, the child will not be denied a meal. A lunch will be provided through Chartwells Food Service, and families may be responsible for any associated cost.

To help maintain a safe environment for all children, our program follows a **Nut-FREE policy**. We ask families to avoid sending foods that contain peanuts or tree nuts. Please check labels carefully when preparing your child's lunch.

HAND WASHING

Children are to wash their hands upon entering a classroom, before and after meals, after toileting, before and after the use of sand, water or play-doh, and after wiping a nose, touching mouth, etc.

The Stop Disease Method of Washing Hands:

1. Turn on water and wet hands
2. Soap for at least 20 seconds outside the stream of water (scrub backs of hands, wrists, between fingers and under fingernails)
3. Rinse
4. Towel dry (or place hands under electric hands-free dryer)
5. Turn off faucet with paper towel (if faucet is not hands-free)

HOW TO PROPERLY WASH HANDS



STEP 1
Wet hands



STEP 2
Dispense soap



STEP 3
Lather hands
for 20 seconds



STEP 4
Rinse hands



STEP 5
Towel dry



STEP 6
Turn water off
with paper towel

STAYING HEALTHY IS VITAL TO SUCCESS

Keeping the children healthy is important, and we ask for your cooperation in accomplishing this.

MEDICATION POLICY

Medication will be administered to students during Y-Club hours only under the following conditions:

- The medication must be in its original container
- The medication must be prescribed by a physician
- The label must include the student's name, date, prescribing doctor's name, dosage, medication name, and complete administration instructions.

If you wish for us to administer prescription or over-the-counter medicine, we must have a doctor's order on file that indicates the dosage, the frequency, the name of the medicine and the symptom. These orders are valid for one full year.

A Medication Authorization Form must also be completed and signed by both the parent/guardian and the prescribing physician. This form is available in the school office and must be submitted before any medication can be administered.

A topical ointment form must be filled out for all creams, lotions, and sprays. This form can be picked up from the center director or the building office.

IS YOUR CHILD WELL ENOUGH TO COME FOR CARE?

When parents are debating whether it is okay to attend, remember that the most contagious time is just prior to the emergence of full-blown symptoms. Parents may want to keep children home for a day to ensure illness is not contagious.

It is important that children who have been ill not come to the Center if they are still sick. A low resistance jeopardizes children's health. If children are not ready to fully participate in program activities, it may be a good idea to keep them home.

If a child becomes seriously ill during the day, parents will be notified and asked to pick up their child within 30 minutes. The Center is not qualified to care for seriously ill children. Upon arrival, if a child seems too ill to be at the Center (determined by Center Director or person in charge), parents will be asked to take him or her home. If we disagree about the child's health, please understand that it is a judgment aimed only at trying to keep everyone healthy.

If there is an incidence of lice, chicken pox, or other highly contagious illnesses or infections, the Center will immediately post a notice for your information. Conversely, if your child is diagnosed with a contagious illness we ask that you inform our staff immediately.

A parent will be notified and the child sent home for these reasons:

- Fever over 100.4 degrees (ear) or 99.5 degrees (axillary)
- Vomiting
- Diarrhea (3 loose stools within an hour)

Child must be symptom free for 24 hours to return.

A CHILD SHOULD STAY HOME IF EXPERIENCING:

1. Are feverish or have had a fever in the last 24 hours
2. Have a hacking cough or a sore throat
3. Have vomited in the last 24 hours
4. Have pink eye or symptoms which might be pink eye
5. Have been on antibiotics for strep or other contagious infections less than 24 hours
6. Have had multiple loose stools in the last 24 hours
7. Are too "out of sorts" to participate in class activities
8. Unexplained rash

*These standards apply for staff and volunteers as well



GUIDELINES FOR RETURNING TO CARE

CONDITION FOR EXCLUSION	CONDITION FOR RETURNING
Temperature greater than 100.4 degrees (ear) or 99.5 degrees (axillary)	Fever free for 24 hours (without the use of fever-reducing medication)
Symptoms and signs of possible severe illness (such as unusual lethargy, uncontrolled coughing, irritability, persistent crying, difficult breathing, wheezing, or other unusual signs).	Until medical evaluation allows inclusion (doctor's written approval for return)
Abnormally loose, uncontrolled diarrhea, that is - increased number of stools, increased stool water, and/or decreased form that is not contained by the diaper	Diarrhea free for 24 hours
Vomiting	Vomit free for 24 hours and able to eat solid foods or until a health care provider determines the illness to be noncommunicable, and the child is not in danger of dehydration
Red or blue in the face, or makes high-pitched croupy or whooping sounds after coughing	Until health care provider or health official determines the condition is noninfectious.
Unusual spots or rash with fever or behavior change	Until health care provider determines that these symptoms do not indicate a communicable disease.
Purulent conjunctivitis (defined as pink or red conjunctiva with white or yellow eye discharge)	Until 24 hours after treatment has been initiated
Untreated scabies, head lice, or other infestation	After treatment and free of infestation, such as lice and nits
Known contagious diseases while still in the communicable stages	Until health care provider determines the condition is noncommunicable

EXCEPTIONS MAY BE MADE AT THE DISCRETION OF THE CHILDCARE ADMINISTRATION TEAM



OUR LOCATIONS

Benton Harbor – St. Joseph YMCA
3665 HOLLYWOOD ROAD
ST. JOSEPH, MI 49085
269.428.9622

Niles – Buchanan YMCA
905 N. FRONT STREET
NILES, MI 49120
269.683.1552

YMCA O'Brien Center
321 E. WALTER STREET
SOUTH BEND, IN 46614
574.299.3482

YMCA Camp Eberhart
10481 Camp Eberhart Road
Three Rivers, MI 49093
269.244.5125

CHILD CARE NETWORK LOCATIONS

Northside Child Development Center
2020 N. Fifth Street
Niles, MI 49120
269.683.1982

Niles – Buchanan YMCA
905 N. FRONT STREET
NILES, MI 49120
269.683.1552