

BASE Program Q & A for Parents

What are the days and hours of Care for the Before and After School Program?

The Before and After School Program will be offered Monday – Friday. The hours for Before School are 7:15 a.m. – 9:00 a.m. or the start of the school day. The hours for After School are 3:30 p.m. – 6:00 p.m. Children will register and attend per Cohort Schedule.

Where will the Before and After School Program take place?

The Program will take place in the approved licensed space within the Elementary school.

What time will BASE staff arrive to prepare for the Program?

Staff will arrive 15 minutes prior to the start of each program; 7:00 a.m. for the Before School Program and 3:15 p.m. for the After School Program.

Are parents permitted in the School Building when dropping off or picking up children for the Program?

No, parents are not permitted in the building when dropping off or picking up children. BASE will implement a "Parent Zone" with markers for social distancing during drop off and pick up. Each School will designate ONE entrance and exit to be used solely for Drop Off and Pick Up of BASE children.

How will children be grouped when enrolled in the BASE Program?

Children will be assigned to a group. There will be a maximum of 15 children per group. Staff members will be assigned to a specific group of children and will not rotate.

Will staff and children be required to wear a mask?

Masks will be worn by all staff and children during the Before and After School Programs. Enrolled children are required to bring their own mask.

How will Social Distancing be implemented during BASE Program hours?

Maximum Group size will be 15 children per group not including the adult staff member. Each group is considered a "family." Each "family" will Social Distance from other "families" maintaining a distance of 10 feet to assure safety. Groups will not intermix and will be with the same staff members throughout the program. Activities will be modified for Social Distancing. There will be individual and limited

contact activities provided. Children will have their own set of pencils, crayons, erasers, etc. in a zip lock bag labeled with their name. Sharing of items will be limited following proper cleaning and disinfecting procedures.

During **Outdoor Time**, Social Distancing will be observed. BASE will use open outdoor space for non-contact outdoor activities. Children will remain in assigned Groups.

How will staff ensure Proper Hygiene Measures and Procedures?

The Site Supervisor will ensure that staff and children adhere to the hand washing schedule. Children and staff will wash their hands upon entering the program, prior to snack, after snack, after each activity, prior to going outside, when coming in from outside, after coughing/sneezing, etc. Signs will be displayed in bathrooms and in program area on how to properly wash hands. Hand sanitizer will be available to staff and children within the program areas.

What are the Procedures for Cleaning, Sanitizing and Disinfecting?

The Hamilton Area YMCA will be responsible for all PPE required for BASE program. All tables will be cleaned and disinfected before and after use of each activity by a BASE staff member. Also, a BASE staff member will be responsible for cleaning and disinfecting designated bathrooms for children during BASE program hours (cleaning and disinfecting sinks, toilets, and high touch areas).

What are the Procedures for children's personal belongings?

No toys or personal items from home will be permitted in the BASE Program. Each child will be assigned a laundry basket to store their personal belongings. Each basket will be labeled with the child's name. Baskets will be cleaned and disinfected at the end of each Program.

What are the Procedures for Drop Off?

Upon arriving at the Before School Program, parents will proceed to the designated "Parent Zone" for Drop Off. All parents/guardians and children must be wearing the proper face covering at this time. A designated staff member will come to the entrance to greet the parent and child, remaining on the inside of the Screening Barrier (Clear acrylic guard). The staff member will make a visual inspection of the child for signs of illness and then conduct a temperature screening. If the child's temperature is below 100.4 F, and there are no visible signs of illness, the staff member will initial the sign-in sheet and the child

will proceed to the Program area to put away their personal belongings and wash their hands.

What are the Procedures for Pick Up?

When arriving at the After School Program, parent will call the Site Cell Phone to announce they have arrived to pick up their child. Parent/Guardian will then proceed to the "Parent Zone" for Pick Up, wearing proper face covering and following Social Distancing procedures.

Child cleans up his/her activity, washes hands, picks up personal belongings from basket and is escorted out to Parent and staff member initials sign-out.

How is snack served?

A morning and afternoon snack will be provided for the children. Only individual packaged snacks will be served during this time.

The BASE program is a nut-free program. Absolutely no products containing peanuts, peanut butter, or tree nuts of any kind will be served. This includes products made in a facility that processes tree nuts/peanuts.

Are Visitors allowed in the Before and After School Program?

Visitors will not be permitted at this time.

Will there be Special Events or outside Enrichment programs during the After School Program?

There will be no field trips or special events/gatherings at this time.

How Do Parents register their child(ren) for the Program?

Registration will be available on the Hamilton Area YMCA website. By visiting our website at www.hamiltonymca.org/Childcare/Enrichment, parents can access registration information and all BASE paperwork; the BASE application, tuition and financial agreement, all health and emergency forms, policies and procedures, as well as a copy of the updated, Welcome Back Parent Handbook.

Will the Hamilton Area YMCA offer a program for days "out of school" on the Hybrid schedule?

Yes, the Hamilton Area YMCA will offer a full day program for days “out of school” on the Hybrid schedule. The Program will operate Monday – Friday from 7:15 a.m. – 6:00 p.m. Based on their child’s schedule, parents/guardians may register for the days needed each month and pay a daily rate. There will be three components of the day; Before Care, School Day and After Care. The Before and After Care will operate similar to programming when held on Site at the Elementary School. The School Day component will have a “classroom” type setting where children will be online at 9:00 a.m. to begin their school day and participate in class lessons and activities. BASE staff members assigned to each specific group will assist children throughout the school day.

There will be morning and afternoon break times which include physical activity and snacks. Lunch periods/outdoor recess will be coordinated with the school lunch schedule.

Who shall I contact at the Hamilton Area YMCA for additional information regarding the Before and After School program?

Please email Beverly Gessner, VP Child Learning and Development at bgessner@hamiltonymca.org