EAC Y Parent Policies
AFTERSCHOOL & DAYCARE 2022-2023
Extend-A-Care YMCA
**ABOUT US**

The YMCA is the nation’s leading nonprofit organization dedicated to strengthening communities through youth development, healthy living, and social responsibility. For 69 years, the YMCA of Austin has been here for the community and here for good.

Extend-A-Care YMCA (EAC Y) supports families, schools, employers, and communities by providing enriching, affordable, licensed child care for children. We believe in creating an environment that complements the school day where children learn and have fun in a program which **meets or exceeds State of Texas child care licensing standards.** You may find that the EAC Y is different from other child care programs because we operate in school buildings, have extensive resources, offer year-round service with quality care, maintain a license by the State of Texas, provide developmentally-appropriate curriculum projects created by the EAC Y’s curriculum specialist and offer a significant amount of financial assistance to qualifying families.

**Our Cause:** Strengthening the foundations of community. We believe that long-lasting personal and social change can only come about when we all work together to invest in our kids, our health, and our neighbors.

**Our Values:** Respect, Responsibility, Honesty, Caring, and Faith

**Our Mission:** To put Christian Principles into practice through programs that build healthy spirit, mind and body for all.

The Extend-A-Care YMCA Branch of the YMCA of Austin is dedicated to developing, organizing, and delivering those programs that are not dependent on specific YMCA facilities. They include:

**YOUTH DEVELOPMENT**

**Afterschool Care**—Austin ISD, Round Rock ISD, Hays CISD, Manor ISD and area Charter Schools

**Infant/Preschool Programs**—for 6 weeks to 4 years at 7 locations

**Winter Holiday Camp**—registration begins 1 month before camp

**Spring Break Camp**—registration begins in February

**Summer Day Camp**—registration begins in February including: Kinder Camps, Theme Camps, Sports Camps, YMCA Camp Moody

**HEALTHY LIVING**

Children enjoy a daily healthy snack which includes a fruit, vegetable, or dry snack. Physical activity and nutrition is encouraged through CATCH Kids Club organized games in the gym, as well as informative nutrition activities in the weekly curriculum. Outside play time motivates children to release their energy in a healthy way. Our all-day care programs will participate in a minimum of two daily opportunities for outdoor play, weather permitting, in which a child participates in a minimum of 60 minutes of moderate to vigorous active play.

**SOCIAL RESPONSIBILITY**

**Volunteer Program** — Support of volunteers helps the YMCA of Austin give back to the community. You can find volunteer opportunities at the Y at [AustinYMCA.org/Volunteer](http://AustinYMCA.org/Volunteer).

**Financial Assistance**—The YMCA is a non-profit organization. The YMCA of Austin began in 1953 and now serves more than 65,000 facility members and 50,000 nonmember program participants. We believe no child or family should be denied services because of the inability to pay, and we provide financial assistance to ensure everyone is served.
WHAT EXTEND-A-CARE YMCA OFFERS

EAC Y’S SERVICES INCLUDE
1) Infant, toddler, pre-school and after-school child care on-site at elementary schools;
2) Reduced fees for qualifying families in the afterschool program;
3) All-day care during special sessions (winter break, spring break, and summer camp);
4) Staff trained in child care and certified in first aid and CPR;
5) Group child care with a low student-to-staff ratio; and
6) Afternoon snacks for after-school care; Mid-morning and afternoon snacks for special sessions all-day care.

EXTEND-A-CARE YMCA OFFERS THE FOLLOWING CHILD CARE SERVICES
- Infant/toddler care for 6 weeks to 24 months at the Little Angels program (located at the EAC Y business office);
- Infant/toddler/preschool care for 6 weeks to 4 year olds at Austin Achieve Middle School, Austin High School, and Zavala Elementary.
- Infant/toddler/preschool/after-school care for 6 weeks to 12 year olds at Blazier, KIPP Austin Ridge, and KIPP Paseo;
- Afterschool care for 4 - 12 year olds in elementary schools in Austin ISD, Austin Achieve Elementary, Hays Consolidated ISD, IDEA Charter Schools, KIPP Texas, Manor ISD, Round Rock ISD, and UT Elementary.
  ◦ Note: Pre-K 4 students are welcome to enroll if they are dismissed from school at 2 p.m. or later (depending on location);
- Afterschool care for 4 - 14 year olds for Charter Schools:
  ◦ Austin Achieve Elementary program from 3:15-6:30 p.m. M-TH (Fri from 1:00p.m. - 6:30 p.m.);
  ◦ IDEA Kyle 3:45-6:30 p.m.;
  ◦ KIPP Austin Ridge from 3:45 – 6:30 p.m. except Wed. from 2:15 – 6:30 p.m.;
  ◦ KIPP Austin South Campus program from 3:45 – 6:30 p.m. except Wed. from 2:15 – 6:30 p.m.;
  ◦ UT Elementary M—F Pre-K-Kinder 3:15 p.m. to 6:30 p.m.; 1st-5th 3:30p.m.-6:30p.m.
- Pre-K 3 Care:
  ◦ Austin Achieve: 2:30-6:30 p.m.
  ◦ KIPP Ridge and KIPP Paseo: AM: 7:10-11:55a.m.; PM:10:15a.m.-3:30p.m.
  ◦ Uphaus: 2:57-6:30 p.m.
OUR COMMITMENT TO YOUR FAMILY & OUR STAFF DURING COVID-19

*Practices are subject to changes as guidance is released from CDC and APH.*

The EAC Y is operating in accordance with the Centers of Disease Control’s [Operational Guidance for K-12 Schools and Early Care and Education Programs to Support Safe In-Person Learning](https://www.cdc.gov/coronavirus/2019-ncov/healthcare-guidance/schools.html) and recommendations from [Austin Public Health](https://www.austinpublichealth.org/).

Significant proactive measures to help safeguard the health and safety of our participants and staff. Following these supplemental recommendations to the greatest extent possible will further minimize the risk of coronavirus transmission and help keep staff, children, and families safe.

**PREVENTION & PRECAUTIONS**

Staff exhibiting one or more symptoms associated with COVID-19, has been in close contact of someone who receives a lab-confirmed positive diagnosis, or receives a lab-confirmed COVID-19 positive diagnosis will not be allowed at the program and asked to follow the required quarantine time frame.

**Staff will also complete the following before and during programming hours:**

- Frequent handwashing.
- If handwashing is not accessible, they will be asked to use hand sanitizer with at least 60% of alcohol.
- Practice good healthy hand hygiene behavior.
- Routinely clean, sanitize and disinfect surfaces and objects frequently touched.
- After use, employees must dispose of PPE designed for single use.
- After removing PPE, staff must wash their hands immediately, adhering to CDC recommendations.
- Follow all applicable safety practices, existing regulatory requirements, policies, and procedures.

**SELF-SCREENING WHEN YOUR CHILD IS SICK:** If your child is feeling ill, please perform the following self-screening protocols before allowing them to attend an EAC Y program:

- **Child temperature** – Must be below 100.0°F Fahrenheit
- **Look for signs or symptoms associated with COVID-19**
- **Ask yourself these questions:**
  1. Have you or someone in your household been in close contact with someone who has COVID-19? (You have been in close contact if you have been less than 6 feet away from an infected person (laboratory-confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period)
  2. In the last 10 days, have you experienced any of the symptoms associated with COVID-19?

**If ANY are YES:** Then and/or the EAC Y at EACY@AustinYMCA.org. Your child may **NOT** attend the program until cleared by a Program Director. The Program Director will follow up with you when your child can return to please contact your EAC Y Program Director (contact info to be found in the welcome email you received after enrollmentsite.

**If ALL are NO:** child may enter the facility and receive hand sanitizer or wash hands prior to entering shared spaces. Please see the site supervisor prior to allowing the child enter the facility if there’s any questions related to the parent and participant assessments.

**MASK POLICY**

We are committed to providing a safe environment to the children in our program. We will continue to follow Austin Public Health, CDC recommendations, and local Independent School District’s guidance. In alignment with school districts, mask use is optional but strongly encouraged for participants.
OUR COMMITMENT TO YOUR FAMILY & OUR STAFF DURING COVID-19

CONSIDERATIONS FOR PARTICIPANTS WITH DISABILITIES OR SPECIAL NEEDS

⇒ Students may require assistance or visual and verbal reminders to cover their mouth and nose with a tissue when they cough or sneeze, throw the tissue in the trash, and wash their hands afterwards.
⇒ Cleaning and disinfecting procedures may negatively affect students with sensory or respiratory issues.
⇒ Students may require assistance or supervision washing their hands with soap and water for at least 20 seconds or using hand sanitizer (containing at least 60% alcohol).
⇒ Cleaning and disinfecting objects in program or surfaces may require assistance or supervision.
⇒ Behavioral techniques can help all students, adjust to changes in routines and take preventive actions. These techniques may be especially beneficial for some children with disabilities and may include modeling and reinforcing desired behaviors and using picture schedules, timers, and visual cues. Organizations that support individuals with disabilities have information and resources to help schools with these behavioral techniques. In addition, behavioral therapists or local mental health or behavioral health agencies may be able to provide consultation for specific concerns.

HAND HYGIENE

Afterschool participants will be asked to wash their hands for 20 seconds before each activity transition, before and after snack time, and after using the restroom. In addition to the handwashing, EAC Y will have hand sanitizer stations throughout the afterschool program to encourage good hand hygiene at all times.

EAC Y Staff will reinforce handwashing during key times such as:

⇒ Before and after eating food;
⇒ After using the restroom;
⇒ After children blowing their nose, cough, or sneeze;
⇒ When hands are visibly dirty

CLEANING AND DISINFECTING PROCEDURES

EAC Y staff will clean and disinfect areas throughout afterschool programming hours.

Other cleaning and disinfecting efforts include:

⇒ Clean before the children arrive and after the children depart
⇒ Clean and disinfect toys daily
⇒ Routine cleaning throughout the program day
OUR COMMITMENT TO YOUR FAMILY & OUR STAFF DURING COVID-19

COVID-19 EMERGENCY RESPONSE PLAN
*Practices are subject to changes as guidance is released from CDC and APH.*

RESPONDING TO A CHILD WHO IS SHOWING SYMPTOMS
Participants showing symptoms associated with COVID-19 or have a temperature of 100.0 or more, parent/guardians will be called for immediate pick up. Children who show symptoms will be placed the designated care area

Until parent arrives. Cleaning and Disinfecting guidelines as indicated on the CDC will be completed.

If your child is showing any of the symptoms associated with COVID-19, they will be required to stay home and may not return to program or work prior to the quarantine time frame unless they receive a negative antigen result or has a physician’s note listing an alternative diagnosis.

Quarantine Requirement for anyone showing symptoms associated with COVID-19 regardless of vaccine status (must meet all three criteria to return):
5 Days and 24 hours fever free with 5 additional days of mask use;
OR
May return to program with negative antigen test results;
OR
If unable to wear a mask around others, isolate for a full 10 days (Days 1-5 & 6-10);
OR
A note from a medical physician indicating an alternative diagnosis

Quarantine Requirement for anyone who has been confirmed with COVID-19 including those who are symptomatic or asymptomatic:
5 days and 24 hours fever free and symptom improvement
If you have no symptoms (asymptomatic), you may return to program after Day 5
Additional mask utilization for 5 days after return (Days 6-10)
* If unable to wear a mask when around others, isolate for a full 10 days (Days 1-5 & 6-10)

Quarantine Recommendation for anyone who has been in close contact with someone with COVID-19

UNVACCINATED OR NOT UP-TO-DATE ON COVID-19 VACCINATIONS
5 Days and 24 hours fever free with 5 additional days of mask use
Antigen test should be taken on day 5 or later. If positive result: quarantine additional 5 days

UP-TO-DATE ON COVID-19 VACCINE DOSES AND NO SYMPTOMS OR RECOVERY IN PAST 90 DAYS
No quarantine is needed; 10-day mask utilization required
*If unable to wear a mask when around others, isolate for a full 10 days (Days 1-5 & 6-10)
ENROLLMENT

TO ENROLL
Submit a 2022-2023 Enrollment Application by registering online via EZChildTrack Parent Portal at EACYMCA.org. You are welcome to make an appointment to visit the Extend-A-Care YMCA business office for assistance with the online process at our computer stations. Parents are advised to submit their child’s application as early as possible because enrollment is on a first-come, first-served basis.

Our afterschool program requires a $40 annual fee per child at the time of enrollment. The registration fee is non-refundable and non-transferable, unless you requested fee assistance and we were not able to offer you an affordable rate. Fill out the application completely to avoid any delays in the enrollment process. A section for indicating your child’s special needs is included. Please allow several work days to process the application. Children who have not enrolled two weeks prior to the district’s start date may not be able to start Extend-A-Care YMCA right away due to processing time during the peak period.

Our Infant/Preschool program has an annual registration fee of $200 per child plus an annual supply fee of $100 per child, required at the time of enrollment or re-registration. Registration fees are non-refundable, non-transferable. Supply fees are fully refundable only if your cancellation is submitted prior to the start of care. Infant ages: 6 weeks – 23 months; Preschool 2: 24 months – 35 months; Preschool 3 & 4: 3-4 years old. Infants/Preschool 2 will advance to the Preschool 2/Preschool 3 & 4 group when space is available.

Infant/PreSchool waiting list/enrollment is approved in the following priority order:
1) current children and their siblings;
2) employees working on-site;
3) district employees from their campus’ vertical team;
4) children in the community.

Once the applications are reviewed by admission priority order and time stamp of applications, then parents are notified immediately to submit payment for their space. Spaces cannot be reserved month to month without payment of each month’s fee.

PARENT 1 AND 2
The parent or guardian who lists himself/herself as “Primary Account Holder” on the Extend-A-Care YMCA application and submits the application electronically is recognized by Extend-A-Care YMCA as the parent of record for enrollment and billing purposes and accepts financial responsibility to pay the agreed upon fee(s). The Primary Account Holder accepts sole authority and responsibility for enrollment decisions involving that child.

Only Primary Account Holder can submit requests for information about the child’s enrollment or change enrollment information, including who is authorized to pick up and sign out a child. If the parent listed as “Primary Account Holder” on the Extend-A-Care YMCA application lives in the same household as “Secondary Account Holder” or has made payments on their child’s account, then “Secondary Account Holder” has the authority to request accounting information, including payment history, account balances, receipts, and end-of-year statements (for tax purposes). The Primary Account Holder has the option to allow shared authority and responsibility over enrollment decisions with the Secondary Account Holder. This secondary permission is located in the account holder’s profile of the application and is a required field.

Please note: All individuals authorized to pick up your child may receive updates about your child including incident reports. Should any changes need to be made to Parent 1 or 2 permissions due to custody changes parents must contact EAC Y directly. Unless legal documentation is available, an agreement must be met between parents and the EAC Y. If an agreement can not be reached by all parties, enrollment may be affected.

ALL-DAY CARE FOR WINTER & SPRING BREAK, AND SUMMER DAY CAMP (OPTIONAL)
An e-mail message will be sent to Parent 1’s email address on record approximately one month prior to the date of each special session (winter and spring break) and three months prior to Summer Day Camp. Please call the business office if you do not receive an email. Registration and additional fees are required to enroll. Infant care is available during holidays, breaks, and summer at designated locations for an additional fee. There is an additional fee of $175 for the five-day break session for infant and preschool care.
FEE INFORMATION

FINANCIAL ASSISTANCE
Our YMCA Programs are designed to benefit persons of all backgrounds. While participants are expected to pay their fair share, as long as funds are available, the YMCA will assist any individual who wants to participate but cannot afford the fee. Awards are based on a number of factors including household income and number of dependents.

You can apply for fee assistance when completing your on-line application and answering the prescreen questions. There is a longer processing time for customers who have requested fee assistance but your prompt attention to our document request will help speed up the process. Application and prior participation is not a guarantee of award. For more information, contact our Customer Service team by email at EACY@AustinYMCA.org or phone at 512-236-9622.

FEES & PAYMENT GUIDELINES
Payments are due on the 1st of the month. Payments cannot be accepted by Extend-A-Care YMCA staff at the school. Payment deadlines continue to be in effect when business office is closed and/or during the weekends. All payments received through the EAC Y after the 2nd of the month will be charged a $30 late fee. If payment is not received by the 5th of the month, your child’s enrollment in the program will be cancelled. If cancelled due to non-payment and you wish to pay account balance to re-enroll, the account balance must be paid in full.

Tuition is totaled, divided, and paid in nine payments beginning in August/September and ending in April/May for most schools. Tuition may be paid monthly by bank draft, credit card charge/debit, or check. Cash payments are accepted at our EAC Y Branch located at 55 N. Interstate 35, 78702.

You can choose two automatic bank draft options:
· 15th or 1st of every month
· If choosing the 15th as the draft date, your first payment will be Aug.15th for the month of September.

A $25 service charge will be charged for returned checks and/or returned e-checks. If two consecutive drafts come back as an NSF, we will require that the parent responsible for the program fees submit a new form of payment for all future drafts.

Credits are not given if a child is absent, suspended from school, during a pause in services from EAC Y, or if there is a school closure announced by the district.

TERMINATION OF SERVICES FOR NONPAYMENT
Parents will receive an email notifying them of their past due balance and the final date which payment will be accepted. If payment is not received by 6:00 p.m. on the final deadline date provided in the letter, then the child care services will be discontinued. Parents who wish to reenroll their children after they have been withdrawn for nonpayment must pay their past due balance which will include a $30 late fee. For each day children continue to attend Extend-A-Care YMCA after termination for nonpayment, parents will be charged an additional $10 penalty per day per child.

PAYMENT RECEIPTS/HISTORY
For tax return purposes, please log into your EAC Y account and select the "View Statements" option in the Payments & Statements area of your account home page. Each year the "Tax Statement Summary" will be available January 31 on your account and an email will be generated with the summary attached. YMCA of Austin Tax ID# is 74-1193464.

TO CANCEL CHILD CARE SERVICES
To cancel child care services and avoid additional charges, a written cancellation must be received via our online cancellation request form which can be found at EACYMCA.org or under the forms section in your EZ Child Track account. We will only complete cancellation requests submitted via our online cancellation form. Requests submitted by e-mail, fax, telephone, and verbally to site staff will not be accepted.

Afterschool Program: We require a notice of 10 business days, prior to your child’s last day at EAC Y. Your cancellation will be made effective 10 business days after the date your notice is received. Click to access our afterschool cancellation form.

Infant/Preschool Program: We require a notice of one calendar month prior to your child’s last day at EAC Y. Your cancellation will be made effective one calendar month after the date your notice is received. Cancellation effective dates will not be back-dated. Click to access our infant/preschool cancellation form.

Policy: Registration fees are non-refundable, non-transferable. Monthly fees that have been pro-rated are eligible for a refund, upon request. If EAC Y does not receive a refund request within 30 days of cancellation, any unused credits will be transferred to the EAC Y Scholarship Fund.
CHILD CARE DUE DATES & FEES

CHILD CARE MONTHLY FEES
Our after-school fees are based upon the number of instructional days in a school year calendar and then distributed equally over nine (9) months with no August fee (depending on school start date).

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<th>Due Date</th>
<th>Austin ISD* **</th>
<th>Hays CISD</th>
<th>Manor*</th>
<th>Round Rock</th>
<th>IDEA Schools</th>
<th>Charter Schools**</th>
<th>Infant Program Monthly Fee</th>
<th>Toddler Program Monthly Fee</th>
<th>Pre-School Program Monthly Fee</th>
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* Some Austin ISD and Manor ISD schools may be offered a reduced rate; rate available at registration.
** Pre-K 3 Programs: KIPP Ridge Pre-K 3 Program rates are AM= $357; PM= $393; AFT= $215. Uphaus PK-3 program fee is $325.
***Austin Achieve July prorated fee is $120. IDEA Schools August prorated fee is $176. UT Elementary August fee is $137.

DISCOUNTS
District employee and Passport Unlimited discounts are available. Parents must request discount information during the enrollment process. Parents can also receive a referral credit for referring friends to register for EAC Y programs. The registrant must list the referrer on their EAC Y application.

FEES FOR ADDITIONAL CHILDREN IN FAMILY
Each additional child from the same family receives a $15 discount for full months.

PAYMENT OF LATE PICKUP FEES
While we understand there may be a case that prevents a parent from being on time, we strongly encourage parents to contact the EAC Y campus phone if there is a chance of arriving late. Students not picked up within 30 minutes after closing time may result in contacting CPS for assistance. Child care services may be terminated for excessive late pickups and/or for non-payment of late pickup fees.

STUDENT HOLIDAYS
Extend-A-Care YMCA will provide care at selected schools during breaks such as Winter Break, Spring Break and summer. A separate registration and fee is required. The list of days will be located on the confirmation calendars on your account.

EARLY RELEASE
Services will be provided early on days when the school calendar indicates an early release for children released at 12:00 p.m. at no extra cost.

CLOSURES
Extend-A-Care YMCA will not provide care when schools are closed/close early due to weather or emergencies, on Labor Day, Thanksgiving break, Christmas Eve and Day, December 26th, New Year’s Day, MLK Day, Memorial Day, July 4th, several days in June prior to Summer Camp, approximately 1–2 weeks prior to the first day of the school year for cleaning of school buildings.

Note: Payment Schedule and Holiday Calendar will be provided to you with your confirmation email.
PARENT INVOLVEMENT & COMMUNICATION

PARENT COMMITMENT & INVOLVEMENT
Parents listed on Extend-A-Care Y’s Record Print Outs (RPOs) are welcome to visit the center at any time during programming hours. If a parent would like to join the children in an organized activity, volunteers are always welcome and encouraged. We ask that you are respectful of the children’s routines and programmed activities, as well as the staff’s need to be with the children.

In addition, parents are allowed to participate in field trips as long as they are prepared to provide their own transportation and pay their own expenses. Long, regular visits during program hours must be approved by the Program Director in advance and will require a FBI fingerprint background check which the parent will be financially responsible for the $50 cost.

CONFERENCES; COMPLAINTS OR GRIEVANCES
Customers are encouraged to have conferences with staff member as needed and to bring complaints or grievances first to the staff member closest to the concern and then to work up the chain of command. If the staff member closest to your concern does not address your concern to your satisfaction, ask for that person’s supervisor. If there is still not a satisfactory resolution, ask for a manager to investigate the matter. If you are still not satisfied, you may make a final appeal to the Associate VP of Out of School Time. All parties are encouraged to discuss concerns in private and in a courteous manner. Supervisor’s name and number can be found on the website EAC YMCA.org.

PARENTAL NOTIFICATIONS
Parents are notified if their child:
1) is injured and the injury requires medical attention by a health-care professional;
2) has signs or symptoms requiring exclusion from the program (see Health and Safety);
3) is involved in any situation that placed the child at risk;
4) is involved in any situation that renders the child care center unsafe;
5) if an employee or child in the program has contracted a communicable disease (Notified in writing within 48 hours);
6) if a child in their group has an outbreak of lice or other infestations (a notice will be posted or individually given to parents of all children in that group); and
7) If a field trip is provided by Extend-A-Care YMCA (field trips occur approximately twice a semester to an off-site location approved by Extend-A-Care YMCA. Parents will receive at least a 48-hour notice.)

Parents will be notified at pick-up time if the staff is aware of any less serious injuries that include minor cuts and scratches. In case of any policy changes, Extend-A-Care YMCA will distribute copies to parents at the centers when they pick up their child and at that time require one copy of the updated policies to be signed and dated for each family. Extend-A-Care YMCA reserves the right to amend, modify or change the policies at any time. See COVID-19 Policies and Procedures for additional parent notifications.

COMMUNICATION AND MESSAGING
The Y strives for quick and accurate communication at all times and uses the following ways to communicate to families:

• Email
• Phone
• Text Messaging (parents must agree on enrollment forms to receive emergency alerts by text)
• YMCA of Austin website at AustinYMCA.org
• Facebook: Please “Like” and follow our page: @ExtendACareYMCA
CARE FOR INFANT/PRESCHOOL & DISABILITIES

RECORDS (INFANT/ PRE-SCHOOL PROGRAM ONLY)

Parents of infant and pre-school children must provide a copy of the child’s completed immunization record by the date of admission. Records must be validated by a physician or other health-care professional with a signature or rubber stamp including the child’s name and birthdate, number of doses, vaccine type, month, day, and year the child received each vaccination. Each child enrolled or admitted to child care centers must meet applicable immunization requirements specified by the Texas Department of Health Immunization Requirements. If your child is 4 years of age, by September 1st, a copy of your child’s most recent vision and hearing screening must be provided by the date of admission. According to the Texas Department of State Health Services, documentation of a TB screening is not required to be on file.

TOILET TRAINING

While students under the age of 5 years old, do not have to be potty trained to attend Extend-A-Care YMCA’s infant and toddler programs where staff are available to provide diapering and toileting assistance, Extend-A-Care YMCA’s after-school program requires that students be toilet-trained. Our after-school programs do not have the equipment or private areas for diapering, and providing toileting assistance would require staff to leave other children unsupervised. Students in after-school programs are given scheduled group bathroom breaks and individual ones when requested.

A toilet trained child can do the following:

⇒ Communicate to the Extend-A-Care YMCA staff that he/she needs to go to the restroom before they need to go.
⇒ Alert him/herself to stop what he/she is doing, in order to go and use the bathroom.
⇒ Pull down his/her clothes and get them back up without assistance.
⇒ Wipe him/herself after using the toilet.
⇒ Get on/off the toilet by him/herself.
⇒ Wash and dry hands.
⇒ Postpone going if they must wait for someone who is in the bathroom or if we are away from the classroom.
⇒ Awaken during nap time should they need to use the bathroom.

If your child has a bathroom accident, we will call you and you will be expected to pick up your child or arrange for someone else to pick up your child, within one hour. In order to ensure the health and safety of all students, Extend-A-Care YMCA reserves the right to withdraw a student from the after-school program if there is repeated evidence that a child is not toilet trained.

CHILD CARE FOR CHILDREN WITH DISABILITIES

Extend-A-Care YMCA will make reasonable accommodations for individuals with disabilities unless taking such steps would fundamentally alter the nature of the group-centered services, programs, or activities, or would result in an undue burden or hardship on Extend-A-Care YMCA such as employment of additional personnel. To determine Extend-A-Care YMCA’s ability to accommodate your child’s disability, please allow extra processing time for EAC YMCA staff to conduct an individual assessment. The purpose of an assessment is to determine if the program design and staff can meet the needs of the child. Extend-A-Care YMCA centers are group child care facilities rather than a one-on-one child care. This group type setting may not be suitable for some children due to their need for individual care or attention, aversion to loud and/or busy settings (See Non-Discrimination Policy).
HEALTHY & SAFE ENVIRONMENTS

HEALTH AND SAFETY
The purposes of the health policy are to ensure that each student is healthy enough to participate in activities and to protect other students from illnesses. See COVID-19 Policies and Procedures for additional health and safety information.

It is necessary to exclude students with the following symptoms:
1) Fever of 100°F and above. May return 24 hours after fever subsides;
2) Diarrhea and vomiting. May return 12 hours after symptoms subside;
3) Strep throat. May return 24 hours after antibiotic treatment begins;
4) Head lice. May return after medicated treatment begins and nits have been removed. Whenever a case of lice is reported, our staff may perform periodic head checks. Note: EAC Y policy differs from the school’s policy.
5) Pink eye. May return with written permission from physician;
6) Chicken pox. May return when blisters have crusted; and/or
7) Other contagious diseases.

If your child has a medical condition of which we should be aware, include the information on your enrollment application. Extend-A-Care YMCA will notify you in case of serious injuries. Parents must pick up their child within 30 minutes of request from EAC Y staff members. If parent is unable to be contacted, then EAC Y staff will contact the next emergency contacts and pickups provided on the application.

For less serious injuries, parent will be notified during pick up. Less serious injuries include, but are not limited to, minor cuts, scratches, and contusions requiring first-aid treatment by employees.

Sunscreen and Insect Repellent: Parents must supply sunscreen and insect repellent. Parent packets will contain a permission slip for parents to disclose the type of sunscreen and insect repellent which will be provided to EAC Y and a release allowing EAC Y staff permission to apply sunscreen and insect repellent on the child. Everything must be clearly labeled with the child’s name.

Safe Sleep: Safe sleep guidelines are followed for infants 12 months old or younger that relate to sleep requirements and restrictions, including sleep positioning, and crib requirements and restrictions, including mattresses, bedding, blankets, toys, and restrictive devices. Infants not yet able to turn over on their own must be placed in a face-up sleeping position in the infant’s own crib, unless you have a completed Sleep Exception Form that includes a signed statement from a health-care professional stating that a different sleeping position for the child is medically necessary. Parents must provide crib sheets which fit snugly. Please keep in mind infants cannot sleep swaddled or with any blankets or toys.

Little Angels (Infant program): As part of our commitment to provide your child with a safe, pest-free learning environment, EAC Y may periodically apply pesticides to help manage insects, weeds or pathogens. Pesticide applications are part of our integrated pest management program, which relies largely on non-chemical forms of pest control. Pesticide applications on EAC Y property are made only by trained and licensed technicians. Should you have questions about this program’s pest management program or wish to be notified in advance of pesticide applications, you may contact our pest management coordinator, Emma Jaramillo, Emma.Jaramillo@AustinYMCA.org. A notice will be posted for parents 48 hours prior to each treatment.

LOCAL CHILD CARE REGULATION OFFICE
The contact number for the local Child Care Licensing office of the Texas Department of Health and Human Services is (512) 512-834-3426. Further information also is available on the internet at http://hhs.texas.gov/.

DISPENSING MEDICATIONS
Parents must sign an authorization form and include times for child care center employees to administer each medication according to label directions. The medication must be in the original container labeled with the child’s full name and the date brought to the child care center.

The medication is only administered to the child it is intended for and in amounts according to the label directions or as amended by a physician. Medication cannot be administered after its expiration date.

If a child has a periodic and recurring medical problem, the parent may sign a medication authorization form allowing center staff to administer the medication when symptoms occur for up to a six-month period; symptoms will be indicated in writing by the parent. When dealing with recurring medical problems, staff will notify the parent immediately after administering medication.

Documentation of administered medication includes the child’s full name, name of medication, date, time, amount of medication given and full name of the employee administering the medication. Records will be kept for three months. Medication will be disposed of or given back to the parent when the child withdraws from the program or when the medication is expired or is no longer required for the child. Children are not permitted to carry or self-administer any medication with them during the EAC Y program.
HEALTHY & SAFE ENVIRONMENTS (CONT.)

BAD WEATHER
If inclement weather changes the regular operating hours of school, the following will be in effect. If the school remains open until the scheduled dismissal time, the EAC Y will provide care as scheduled (unless a school district does not permit EAC Y Afterschool to operate). If the school closes before the scheduled dismissal time, the EAC Y will not provide care. No credits will be applied for early closures or cancellations issued by the school district. Parents will be notified that school will be closing early. Please be aware that you MUST pick up your child at the early dismissal time. There will be no EAC Y staff at the center to supervise your child.

BULLYING POLICY
The EAC Y has a no tolerance policy for bullying. Bullying is an unwanted, aggressive behavior among school age children that involves a real or perceived power imbalance. The behavior is repeated or has the potential to be repeated over time. Bullying is but not limited to:

• Imbalance of power – physical strength and individual power is used to embarrassed or cause harm to another child
• Continuous or repetition – Bullying behavior happens more than once or have the potential to happen more than once.

The EAC Y will not tolerate verbal, social or physical bullying. Concerns brought to our attention related to bullying will be investigated by the center’s Program Director.

MEALS AND FOOD SERVICE
Extend–A–Care YMCA serves an afternoon snack in the after–school program and both mid-morning and afternoon snack during all–day care. Parents of the Pre–school 2–4 program must provide a sack lunch for their child. Menus meet U.S. Department of Agriculture Child and Adult Care Food Program nutrition guidelines administered by the Texas Department of Agriculture. A supply of drinking water or other type of drink is always available to each child. Extend–A–Care YMCA never uses food as a reward or punishment. During all–day care, Extend–A–Care YMCA will ensure that lunches provided by parents are not shared with other children. All lunches should be sack lunches or stored in an insulated lunch box with cold packs (if refrigeration is needed). Written approval from a physician or licensed dietitian must be provided in order to serve a child a therapeutic or special diet. Extend–A–Care YMCA can only encourage children to eat their daily snack.

All–day care information: All parents with children enrolled in all–day child care programs agree that Extend–A–Care YMCA is not responsible for the nutritional value or for meeting the child’s daily food needs with the daily lunch provided by parents or subcontractors such as Capital Area Food Bank or the district.

Nursing mothers: EAC Y provides a comfortable place within the center for mothers to breastfeed their child and/or EAC Y staff will bottle feed expressed breast milk to the child during feeding times.

MEDICAL EMERGENCIES
If an accident occurs which requires medical attention, then Extend–A–Care YMCA staff will notify the parent immediately to find out whether to take the child to a medical facility or wait for the parent to pick–up the child. If the injury is critical and the child should not be moved or the situation is life threatening, Extend–A–Care YMCA staff will call EMS for transportation and accompany the child to the hospital until the parent arrives.

NON–DISCRIMINATION POLICY
Extend–A–Care YMCA does not discriminate against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual’s income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by Extend–A–Care YMCA.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632–9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250–9410, by fax (202) 690–7442 or email at program.intake@usda.gov. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877–8339; or (800) 845–6136 (Spanish). For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221–5689, which is also in Spanish or call the State Information/Hotline Numbers (click the link for a listing of hotline numbers by State); found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm USDA is an equal opportunity provider and employer.
EMERGENCY PROCEDURES

EMERGENCY CLOSURES

Extend-A-Care YMCA will not provide care when schools are closed/close early due to weather or emergencies. No credits will be applied for early closures or cancellations issued by the school district. For the safety of our children and staff and in an effort to comply with school district emergency mandates, parents who do not adhere to the closure time will be subject to a $100 late fee and may jeopardize their future child care services.

EMERGENCY PROCEDURES

Extend-A-Care YMCA has a Safety and Crisis Plan for crisis situations such as natural disaster, accidents, bomb threats, explosions, and terrorism. In the event of an emergency, the first responsibility of staff is to move the children to a designated safe area or alternate shelter (see evacuation and relocation diagram at each center).

General procedures for some crises are as follows:

1) Building evacuation procedures - The center supervisor will direct building evacuation according to the fire evacuation map (posted on the blue boards);

2) Disaster/tornado protection - The center supervisor will direct staff and children to take cover in predetermined interior areas. Children will sit or curl up along the interior walls away from any windows;

3) Lockdown - If it is determined that the safety and the health of children and staff are in jeopardy, they will proceed to a classroom, restroom, or any other room with doors that lock. Children will not be released until the area is deemed safe by local law enforcement;

4) Off Campus Evacuation - In the event that an off campus evacuation is necessary, the building evacuation plan will be used first. Staff will remain with their group of children at all times. Formal communications will be initiated with the center director, and/or program director for the location of the nearest off-campus relocation center. Children will travel by bus. Please see list of relocation centers below.

5) Bomb Threats - The center supervisor will keep the person making the call on the line for as long as possible, and to record every word spoken by the caller.

For all emergencies the center supervisor will stay calm and lead the center and follow all procedures. During an evacuation emergency staff will secure and maintain keys, clipboards with sign out sheets, R.P.O.s, and purses/adult belongings for the duration of the emergency, if possible. Staff will account for each child and maintain a written record of the children released from the program, including the person/s to which they’re released. Infant programs are equipped with evaluation cribs and strollers to assist in relocating.

If infant/children are relocated off campus, then they will be transported by Extend-A-Care YMCA owned buses which are operated by licensed bus drivers employed by Extend-A-Care YMCA. EAC Y owns buses with wheelchair lifts, 5-point harness and car seats; if needed.

In the event of an emergency, all parents and guardians identified on the child’s admission forms will be notified via email/text message or phone of the type of emergency, sheltering location and any additional details specific to the emergency as soon as all children are safely sheltered and/or when children will be available for safe pick up. Additional notification will be sent when the emergency situation is remedied and sheltering precautions are lifted. EAC Y center staff will contact their center director as soon as the children are safe. Center directors will notify the licensing representative for the campus once the situation is resolved.
STAFF EXPECTATIONS

STAFF

All EAC Y Youth Development Leaders and Assistant Site Leads are required to be at least 18 years of age and graduates of high school. EAC Y Site Leads are required to be at least 21 years of age, graduates of high school, and must have at least one year of licensed childcare experience.

The vast majority of staff hired has previous childcare experience. Staff is interviewed in-person, three references are contacted, and two separate extensive background checks are run. When hiring, EAC Y Program Directors look for staff who are smart, driven, organized, creative, hardworking, and reliable. Afternoon availability is also taken into consideration, as we desire to provide a consistent staff team to kids and parents.

After getting hired, staff must also complete computer-based new-hire orientation, child abuse sexual prevention training, blood borne pathogens training, a week-long HHSC mandated Pre-Service training, and an on-site first-day orientation training. All staff is also required to become certified in Adult, Child, and Infant CPR and Standard First Aid. Lastly, staff must continue to participate in training and staff development seminars once employed. Staff who work a full calendar year (afterschool and camp) will receive more than 20 hours of continuing education (not including Pre-Service, CPR, or FA hours), which exceeds HHSC Minimum Standards. Training topics may include active supervision, developmental stages of children, age-appropriate activities, CATCH®, positive guidance & discipline, customer service, working with special needs kids, songs, and safety & risk management.

MANDATORY REPORTING OF CHILD ABUSE

EAC Y staff members receive annual training regarding preventing and responding to abuse and neglect of children. At least one issue of monthly parent notes will contain information about warning signs that a child may be a victim of abuse or neglect and prevention techniques for child abuse and neglect. EAC Y coordinates with other community organizations to bring awareness of abuse and neglect to parents and staff. To find out more about preventing child abuse and neglect, log on to http://hhs.texas.gov/. For support groups and community organizations in the area, you can contact 211 or log on to www.yourcommunityguide.org. The Department of Health and Human Services requires Extend-A-Care YMCA staff, under law, to report within 48 hours of first suspecting abuse, neglect or exploitation of children. This includes the reporting of parents who appear to be impaired by drugs or alcohol. To report child abuse and/or neglect, call the Texas Abuse/Neglect hotline at 1-800-252-5400.

STAFF VACCINATIONS

Extend-A-Care YMCA requires staff working with infants to receive Tdap and flu vaccinations. EAC Y does not currently require employees to receive any other vaccinations. Vaccinations deemed necessary will be verified through medical records and stored with the personnel file prior to work at the center. Exemptions to the vaccination policy will be kept on file with any medical precautions or reasons of conscience, including a religious belief. Any exempt employees will be trained to use any protective medical equipment deemed necessary. All requests for exemption will be reviewed without discrimination or retaliation. Failure of staff to follow the employee vaccination policy may result in disciplinary action up to and including termination.
OTHER POLICIES

ATTENDANCE, ABSENCE
Please notify your child’s teacher that your child is to attend Extend-A-Care YMCA afterschool care. It is important for your child’s safety that you notify Extend-A-Care YMCA when your child will be absent, especially if your child will attend school but not attend Extend-A-Care YMCA. Call or email in absences to the customer service team in Extend-A-Care YMCA’s business office before 2 p.m., or call the center supervisor at your child’s school after 2 p.m.

A $10 child find fee may be charged for neglecting to notify the business office or center staff of your child’s absence. Please remind your child’s teacher to see that your child gets to Extend-A-Care YMCA. Written permission from the parent to center staff is needed for children to help their teacher after school. Extend-A-Care YMCA is not responsible for students until they check in with staff or until they check in with staff after their non-EAC Y activity. Extend-A-Care YMCA reserves the right to terminate services if a student has five or more non-notified absences.

EAC Y BEHAVIOR RULES
Children in the EAC Y program are asked to follow four basic rules: 1) Respect space and property of others; 2) Use inside behavior; 3) Stay in EAC Y boundaries; and 4) Follow directions from adults.

CONTRACTUAL AGREEMENTS
Extend-A-Care YMCA prohibits parents and children from having a personal level interaction with employees outside of working hours.

DISCIPLINE AND GUIDANCE
Behavior consistent with school rules will be enforced. Staff will guide students’ behavior by modeling appropriate behavior, teaching students how to resolve conflicts, and keeping students active and involved. Rules will be posted at each school. A “chill out” place is designated where a student may be temporarily separated from the group. Sometimes it is necessary to have a written agreement between a student and staff for improvement of behavior; note: this may result in suspension of services. You will be consulted about such agreements involving your child. Children on such agreements may not be able to enroll in special sessions. A parent may be responsible for a property damage/loss caused by his/her child. A child suspended from school may not attend EAC Y for the duration of the suspension.

Discipline will be: 1) individualized and consistent for each child; 2) appropriate to the child’s level of understanding; and 3) directed toward teaching the child acceptable behavior and self-control. A caregiver may only use positive methods of discipline and guidance that positive self-esteem, self-control, and self-direction, which include at least the following: 1) using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior; 2) reminding a child of behavioral expectations daily by using clear, positive statements; 3) redirecting behavior using positive statements; and 4) using brief supervised separation or time out from the group, appropriate for the child’s age and development, which is limited to no more than one minute per year of the child's age. There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited: 1) corporal punishment or threats of corporal punishment; 2) punishment associated with food, naps, or toilet training; 3) pinching, shaking, or biting a child; 4) hitting a child with a hand or instrument; 5) putting anything in or on a child’s mouth; 6) humiliating, ridiculing, rejecting, or yelling at a child; 7) subjecting a child to harsh, abusive, or profane language; 8) placing a child in a locked or dark room, bathroom, or closet with the door closed; and 9) requiring a child to remain silent or inactive for inappropriately long periods of time for the child’s age.

SIGN IN AND SIGN OUT
Your child must be SIGNED OUT at the center by an authorized pick-up person when leaving after-school care and SIGNED IN and SIGNED OUT for all-day care. Your child will be released only to persons named as having permission to pick up. If a person unfamiliar to the staff arrives for pick up, photo identification must be presented. "Primary Account Holder" must authorize any substitute pick-up person. Note: Please see COVID-19 procedures for no-contact sign in and out and curb-side drop off/pick up practices.

ANIMALS
EAC Y preschool programs may have a pet fish or turtle in their classroom for children to view. At no time will children have contact with any chickens, ducks, reptiles or amphibians. If a dog, cat or hamster visits our program, then EAC Y will have a statement of health from a local veterinarian. Staff and children will always practice good hygiene by washing their hands after coming in contact with an animal.

CONSUMER PRODUCT SAFETY COMMISSION
Children’s products which have been recalled through CPSC will be posted on the parent board for one week and stored on campus for 3 months. For additional information, visit https://www.cpsc.gov/Recalls/.
PERSONAL BELONGINGS, ELECTRONIC COMMUNICATION DEVICES AND CLOTHING

Extend-A-Care YMCA is not responsible for lost or damaged personal belongings, electronic communication devices or clothing. Do not send expensive personal items or money with your child. EAC Y does not allow children to carry any electronic communication devices, such as cell phones, Gameboys, PlayStation Portable Devices, during operational hours (unless the director has designated a special day and time). These items must remain in your child’s backpack at all times and cannot be used during EAC Y hours. Children should wear casual clothing appropriate for Extend-A-Care YMCA activities. Any type of shoes that have small removable skate wheels inside the heel, normally known as “Heelys,” must be taken out upon arrival and placed in your child’s backpack. This will help ensure your child’s safety at EAC Y. Tennis shoes are required at all times to ensure your child’s safety during outdoor play.

Holiday Camps: If your child would like to take a nap, then provide a sleeping mat or waterproof sleeping bag (pillows are optional). Additionally, EAC Y does not allow children to carry or use electronic recording or listen-in devices as either separate devices or utilized through a GPS tracking safety device or other similar device.

PHOTO CLAUSE

The Extend-A-Care YMCA may occasionally take photographs/video of children participating in the programs for the use of advertisement and training purposes. Your participation constitutes your authorization for EAC Y to use your child’s photo or participation in video for these purposes through print, electronic and/or social media. All use of material will have a purpose to support our mission and vision.

PLAYGROUND

The outdoor equipment used both at and away from the child care center must meet the licensing standards of the Health and Human Services Commission. The public school equipment used by children during the day at school may not meet the licensing standards for child care centers; however, the equipment meets the district’s standards. The Little Angel’s outdoor playground is on the east side of the business office building. Infant/toddlers are securely transported by stroller to the playground. One to two staff members are always present and actively engaged during outdoor play.

CATCH (COORDINATED APPROACH TO CHILD HEALTH)

Extend-A-Care YMCA provides indoor and outdoor physical activities daily to our participants. These activities allow children to use both small and large muscles with a balance of active and quiet play. We use CATCH curriculum for structured game play. This curriculum has a proven record of creating healthier lifestyles for kids by implementing education around food categories in an easy, active, and fun way for kids!

REFUSAL OF SERVICE

Extend-A-Care YMCA reserves the right to interrupt or terminate child care services without notice for customers who falsify information; fail to provide current and accurate contact information (address, home and work phone numbers, emergency contact information, etc.); violate Extend-A-Care YMCA policies (absence, late pickup, late payment, sexual harassment, use of prohibited electronic recording devices, etc.); fail to pay child care fees; are disrespectful or abusive toward our customers, employees, children, other parents or adults; discipline or confront other children and/or confront other parents; display behavior which is disruptive to the program (applies to parents or children) or do not conform with school policy; or if the director determines that a child has engaged in unsafe behavior that compromises the child’s safety or that of others. This provision is consistent with all state or federal laws.

REVIEW OF PROCEDURES AND STANDARDS

A copy of the minimum standards for licensed child care centers and EAC Y policies is available for parents to review at each center and at the business office upon request. In addition to the policies, a copy of the most recent licensing inspection report is posted at the center for parents to read and available at http://hhs.texas.gov/. EAC Y strives to provide a lower adult to child ratio of 1:17 which is lower than minimum state requirements. Note: There may be a few times where EAC Y may follow the state minimum standard adult to child ratio for school age children of 1:26.

TRANSPORTATION

During field trips, the EAC Y works with the school district to arrange bus transportation. Buses are operated by approved district staff.

WATER ACTIVITIES

Water activities such as water balloon toss or splash day may be done on-site. Children will participate in swim trips to local pools and Y branches once to twice a week during Summer Day Camp; weather and COVID conditions permitting. More information will be provided in the Summer 2023 Policies.
CARING FOR THE COMMUNITY

HERE FOR ALL

The YMCA of Austin is the leading community enterprise committed to strengthening the community by connecting all people to their potential, purpose and each other. Working locally, we focus on empowering young people, improving health and wellbeing, and inspiring action in and across communities. By bringing together people from different backgrounds, perspectives and generations, relationship and resources necessary to learn, grow and thrive.

The YMCA of Austin develops new generations of changemakers who will create communities we all want to live in. We envision communities where all people achieve health, gain confidence, make connections and feel secure at every stage of life.

Financial assistance keeps our programs available for kids and their families that need us most. Contributions to the YMCA ensures no one is turned away regardless of their economic circumstance. The Y advances the Austin community through programs such as summer camp for kids, Afterschool care, Youth Development and Sports, Project SAFE water safety for kids, and many more enriching programs.

Every gift makes a significant impact and difference in a child’s life who we serve at the Y. Your gift of:

$50 will provide one session of swim lessons, ensuring a Lifetime of fun and safety in the water
$250 will provide one week of summer camp for a child, creating life-changing experiences
$1,000 will provide one youth sports team a season to build confidence, teamwork & healthy habits

We invite you to invest in Extend-A-Care at the YMCA of Austin in whatever manner best fits with you and your family for a meaningful experience. Whether it is by participating in any of our annual events such as the Pie Throwing Contest, the Penny Pitch, or by becoming a sustaining monthly donor, we hope you will invest in creating the greatest impact for the Austin community. The YMCA of Austin is here for you, and through the generosity of countless hours of volunteers and financial contributions, the YMCA is Here for All.
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<tr>
<th>Center Name</th>
<th>Center Address</th>
<th>Alternate Shelter Location &quot;Sister School&quot;</th>
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<td>Austin High School Preschool</td>
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<td>Austin Achieve Preschool</td>
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<td>East Communities YMCA</td>
</tr>
<tr>
<td>Elm Grove</td>
<td>801 FM 1626</td>
<td>Buda</td>
</tr>
<tr>
<td>Fuentes</td>
<td>901 Goforth Road</td>
<td>Science Hall</td>
</tr>
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<td>Galindo</td>
<td>3800 S. 2nd Street</td>
<td>Becker</td>
</tr>
<tr>
<td>Graham</td>
<td>11211 Tom Adams Drive</td>
<td>North Austin YMCA or Austin Achieve Pflugerville</td>
</tr>
<tr>
<td>Gullet</td>
<td>6310 Treadwell Blvd</td>
<td>Brentwood</td>
</tr>
<tr>
<td>Hemphill</td>
<td>3995 E. FM 150</td>
<td>Tobias</td>
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<tr>
<td>IDEA Kyle</td>
<td>640 Philomena Drive</td>
<td>Fuentes</td>
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<tr>
<td>Jollyville</td>
<td>6720 Corpus Christi</td>
<td>Northwest YMCA</td>
</tr>
<tr>
<td>Joslin</td>
<td>4500 Manchaca Road</td>
<td>Sunset Valley</td>
</tr>
<tr>
<td>KIPP Austin North</td>
<td>8004 Cameron Rd</td>
<td>Austin Achieve</td>
</tr>
<tr>
<td>KIPP Paseo</td>
<td>6800 Metropolis Dr.</td>
<td>Perez</td>
</tr>
<tr>
<td>KIPP Paseo Day Care</td>
<td>6800 Metropolis Dr.</td>
<td>KIPP Austin Ridge or Zavala</td>
</tr>
<tr>
<td>Center Name</td>
<td>Center Address</td>
<td>Alternate Shelter Location &quot;Sister School&quot;</td>
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<tr>
<td>KIPP Austin Ridge</td>
<td>8509 FM 969 # C</td>
<td>Oak Meadows</td>
</tr>
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<td>KIPP Austin Ridge Day Care</td>
<td>8509 FM 969 #33 and #34</td>
<td>Little Angels</td>
</tr>
<tr>
<td>KIPP Austin South Campus</td>
<td>5107 IH 35 South</td>
<td>KIPP Austin Ridge</td>
</tr>
<tr>
<td>Kocurek</td>
<td>9800 Curlew Drive</td>
<td>Casey</td>
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<td>Kyle</td>
<td>500 W. Blanco</td>
<td>Blanco Vista</td>
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<td>Lagos</td>
<td>9549-11399 FM 973</td>
<td>East Communities YMCA</td>
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<td>Laurel Mountain</td>
<td>10111 DK Ranch Road</td>
<td>Northwest YMCA</td>
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<tr>
<td>Little Angels</td>
<td>55 North IH-35</td>
<td>Austin High (breaks: Metz)</td>
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<tr>
<td>Menchaca</td>
<td>12120 Manchaca Road</td>
<td>Kocurek</td>
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<td>Negley</td>
<td>5940 McNaughton</td>
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<td>7500 S. Pleasant Valley Road</td>
<td>Blazier</td>
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<td>Pfluger</td>
<td>4951 Marsh Ln, Buda</td>
<td>Science Hall</td>
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<tr>
<td>Pioneer Crossing</td>
<td>11300 Samsung Blvd</td>
<td>North Austin YMCA</td>
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<td>Pleasant Hill</td>
<td>6405 Circle South Road</td>
<td>KIPP South</td>
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<td>Presidential Meadows</td>
<td>13252 George Bush</td>
<td>East Communities YMCA</td>
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<td>Reilly</td>
<td>405 Denson Drive</td>
<td>Brentwood</td>
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<td>Ridgetop</td>
<td>5005 Caswell Ave.</td>
<td>East Communities YMCA</td>
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<tr>
<td>Sanchez</td>
<td>84 Robert T Martinez Jr St</td>
<td>Travis Heights</td>
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<tr>
<td>Science Hall</td>
<td>1510 BeBee Road</td>
<td>Fuentes</td>
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<td>ShadowGlen</td>
<td>12000 Shadowglen Trace</td>
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<td>Spicewood</td>
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<td>Northwest YMCA</td>
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<td>Summit</td>
<td>12207 Brigadoon Lane</td>
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<td>Sunset Valley</td>
<td>3000 Jones Road</td>
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<td>Sunfield</td>
<td>155 Vista Gardens Dr</td>
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<td>1005 East FM 150</td>
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<td>Tom Green</td>
<td>1301 Old Goforth Road</td>
<td>Buda</td>
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<tr>
<td>Travis Heights</td>
<td>2010 Alameda Drive</td>
<td>Metz</td>
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<tr>
<td>Uphaus Early Childhood</td>
<td>5200 Freidrich Lane</td>
<td>Townlake YMCA</td>
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<tr>
<td>UT Elementary</td>
<td>2200 E. 6th St.</td>
<td>East Communities YMCA</td>
</tr>
<tr>
<td>Zavala Preschool</td>
<td>310 Robert T Martinez Jr St.</td>
<td>Little Angels</td>
</tr>
<tr>
<td>Zilker</td>
<td>1900 Bluebonnet Lane</td>
<td>Becker</td>
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</tbody>
</table>
CHILDCARE TIMES

Afterschool Child Care:
School dismissal to 6:00 p.m. or 6:30 p.m., depending on school
(see below for more information)

After-School Programs with Closing Time at 6:00 p.m.:
Blanton, Reilly.

Infant/Preschool All-Day Child Care:
Austin High, Blazier, Little Angels (EAC Y Business office); Zavala:
7:00 a.m. to 6:30 p.m.;

Austin Achieve, KIPP Austin Ridge, KIPP Paseo:
6:45 a.m. – 6:15 p.m.;

Afterschool/Infant/Pre-School Program Months:
August to July: Austin Achieve, Austin High, Blazier, KIPP Austin Ridge, KIPP Paseo, Little Angels, Zavala.

CONTACT INFORMATION

EXTEND-A-CARE YMCA CONTACT
Office Hours of Operation
Office Open: Monday—Friday 8:00am-6:00pm
Available by phone until 6:00 pm

(24-hour drop box)
Note: Winter Break Business Office Hours are 8 a.m. to 5 p.m.

EXTEND-A-CARE YMCA
55 N Interstate 35
Austin, TX 78702
512.236.9622

ASSOCIATION OFFICES
55 N Interstate 35
Austin, TX 78702
512.322.9622

EAST COMMUNITIES
5315 Ed Bluestein
Austin, TX 78723
512.933.9622

HAYS COMMUNITIES
465 Buda Sportsplex
Buda, TX 78610
512.523.0099

NORTH AUSTIN
1000 W Rundberg Ln
Austin, TX 78758
512.973.9622

NORTHWEST
5807 McNeil Dr.
Austin, TX 78729
512.335.9622

SOUTHWEST
6219 Oakclaire
Austin, TX 78735
512.891.9622

SPRINGS
27216 RR 12 S.
Dripping Springs, 78620
512.894.3309

TOWNLAKE
1100 W. Cesar Chavez
Austin, TX 78703
512.542.9622