



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

LEARN GROW THRIVE



2023-2024 BEFORE & AFTER SCHOOL CARE PARENT HANDBOOK



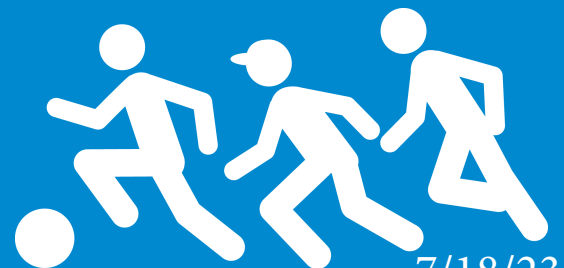
LAKELAND FAMILY YMCA

FONTAINE GILLS FAMILY YMCA

LAKE WALES FAMILY YMCA

YMCA PAR 3

OFF-SITES



www.ymcaawcf.org

7/18/23

Welcome YMCA Parents!

Dear Parents,

Welcome to the YMCA! Our programs offer opportunities for positive growth and development in an environment that is safe, fun and educational. Trained YMCA staff conduct our programs and serve as positive role models, engaging children in healthy activities that focus on the Y's core values of caring, honesty, respect, and responsibility. As the leading nonprofit for strengthening community, the Y is for youth development. We strive to nurture confident engaged kids today - leading to healthy, contributing adults tomorrow.

Thank you for choosing the YMCA,
YMCA Child Care Staff

MISSION & VALUES

We have a strong commitment to quality. The guidelines outlined in your parent handbook assist us in achieving and maintaining quality standards. Thank you for your support and assistance. The mission of the YMCA is to put Christian principles into practice through programs that build healthy spirit, mind, and body for all. The YMCA Childcare Programs are built on the YMCA purpose and commitment to nurture the potential of kids, promoting healthy living and fostering a sense of social responsibility. We believe that all kids deserve the opportunity to discover who they are and what they can achieve. That is why we provide a safe, nurturing environment for children to learn, grow and develop social skills.

REGISTRATION INFORMATION

In order to register for or attend any YMCA program, all fees must be current with no outstanding balances.

YMCA VPK & Success After School Program

Children must be 4 years of age on or before September 1st for the school year they are attending to qualify for VPK. All children attending the YMCA afterschool program must have a completed online registration, paid registration (VPK participants only pay a registration fee for wrap care), and paid weekly fee 48 hrs. before they may begin attending any YMCA program. Afterschool children must be at least 5 years old to ride the bus.

Holiday Camp Programs

Holiday camp is offered at the main YMCA branches on days when the public schools are closed to students, for example, teacher work days. The YMCA also provides care on certain public holidays. Please see page 6 for the Holiday Camp schedule. Holiday Camp is NOT provided at the off-site locations. Lunch is provided for Holiday Camp at no additional fee. A completed online registration and applicable fees must be taken care of prior to care beginning. We strongly encourage registration prior to the day care is needed. The YMCA follows the Polk Public School calendar. We do not provide holiday camp for charter school specific non-instructional days.

Emergency Contact Information

If emergency contact information changes, you are required to update your child's registration online. This is to be done online through your YMCA account portal and both legal parents should have access to this information. Changes to the pick-up list and emergency contacts cannot be made over the phone, by fax, or email.

LOCATIONS & HOURS

YMCA VPK Program:

Lakeland Family YMCA

VPK Program: 9am-12pm

VPK Wrap Program: 7am-9pm & 12pm-6pm

YMCA-Based Success After School Program:

Lakeland Family YMCA

Fontaine Gills Family YMCA

Par 3-Golf Academy

YMCA Afterschool Off-site Programs:

Afterschool offered until 6pm

Spessard Holland Elementary*

Scott Lake Elementary

Medulla Elementary

Churchwell Elementary

Wendell Watson Elementary

Winston Academy

*Before school care - 6:30am until school starts
Early release days included at no additional cost

YMCA Holiday Camp Locations & Times:

7am-6pm

Lakeland Family YMCA

Fontain Gills Family YMCA

Par 3 - Golf Academy

YMCA Preschool

Lake Wales Preschool

6:30am-6pm

PAYMENT PROCEDURES

As the parent/guardian registering a child in the YMCA of West Central Florida, Early Enrichment Program or Success Afterschool Program you are responsible for abiding by the fee agreement and fee schedule.

YMCA VPK, Success After School, & School-based Program

- You will be required to register your child for the entire school year to secure their slot. The only form of payment accepted is:

- Auto Draft: Automatic deductions will be made from a credit/debit card or bank draft through EFT each week on the Thursday prior to service

Withdrawal from the program requires at least one weeks notice. If payment is declined or not made by Thursday at 11:59pm, there will be a late fee of \$30. Service will be disrupted for non-payment. ELC and VPK parents are responsible for fees not paid by the Early Learning Coalition due to absences (3 absences per month are allowed). The YMCA has the right to change the program fee at any time.

Holiday Camp

Program fees for Holiday Camp are due prior to care beginning. Holiday Camp fees can be paid online or at any YMCA Branch. All fees must be current to participate in YMCA programs. The YMCA follows the public school calendar.

Receipts

Please keep your payment receipts. Receipts are kept in your YMCA account and should be kept for your records. Fee reports or copies of receipts are available for an additional fee. Payment receipts and information can be found in the online YMCA account.

Document Request

The YMCA Child Care Service provides copies of documents for custody, court, employment, or educational purposes. Request for copies of documents can be made on the Document Request form. There is a fee of \$3.00 per sheet due at time of request.

Refunds

Refunds are not provided for emergency closings due to weather or other unforeseen situations. If a child attends one (1) day in a program the full weekly fee will be assessed. Refunds and credits are not provided for days missed. Program transfers are not available. Registration fees are non-refundable.

Financial Assistance

The YMCA offers financial assistance. No qualified person is denied YMCA services due to the inability to pay established fees. Those not able to pay the full fee may receive financial assistance based on their ability to pay and the YMCA's ability to fund a subsidy.

Assistance is available because of the generosity of YMCA donors. For a financial assistance request form please visit us at www.ymcawcf.org or pick-up one at a YMCA location.

ELC Subsidized Care

Parents who work or go to school may qualify for government-subsidized care, called School Readiness, which is designated by the state through the Polk Early Learning Coalition. Parents will be responsible for payments that exceed the allotted amount and for any unexcused absences. Additional fees may be required. Once you have obtained an ELC certificate, please reach out to the Program Director to confirm the rate you will be paying.

Annual Registration Fees (Non-Refundable)

VPK - None

VPK Wrap Care: \$55

Success Afterschool Off-Site/On-site: \$25

Holiday Camp: \$25 - if not previously enrolled in another program

Par 3- Golf Academy: \$25

Weekly Fees

YMCA VPK Wrap Care - \$95

Success After School on-site at YMCA location - \$90

Success Afterschool Off-Site Programs

Afterschool Weekly Rate: \$70

Before Care only: \$40*

Before Camp; After School Care only: \$80*

*Before School care is only offered at Spessard Holland

Par 3 - Golf Academy: \$125

Holiday Camp Fees:

\$30 per a day

Par 3 - Gold Academy \$35 per day

Return Fee

Non-sufficient funds and returned checks, or closed account returns will incur a \$25 minimum fee. There may be additional fees assessed by your financial institution and/or electronic transfer. Return fees and balances are due within three business days. Non-payment may result in a disruption of care.

Late Pick Up Fee

Children picked-up after 6pm will result in a late fee of \$1.00 per minute, per child. Late fees will be added to the account and must be paid at the time of the next weekly payment. Failure to abide by the above fee agreement will result in termination of care. If for some reason a child is not picked up after 30 minutes, law enforcement will be notified.

DROP OFF & PICK UP

To ensure the safety of your child, the YMCA follows the Florida Statutes regulating child care centers. Each child must be checked in and out by an authorized individual with a valid photo ID. Authorized individuals are indicated on the pick-up authorization form. For your protection, children will not be released to any person other than the individuals authorized on the pick-up authorization form. Authorized individuals must be over the age of 17.

Staff will request photo identification at the time of pick-up until they are familiar with the parents/guardians/ authorized adults on the pick-up list. Changes to the pick-up list must be made online through the YMCA portal. Phone calls, faxes or emails are not accepted.

For your child's safety, should any person who appears to be under the influence of drugs or alcohol arrive to pick-up your child, our staff will be required to contact another person on your pick-up authorization list. If no one is available, we will be required to call law enforcement.

VACATION POLICY

Your child will be able to take 2 weeks (Mon-Fri) off from the program without being charged. We will need to be notified at least **1 week** prior to the week(s) your child will not be attending or you will be charged for the weeks. A week will consist of all 5 days. Please note that there is a per-absence requirement that applies to ELC subsidized care families. Proper documentation for ELC must be provided for any absences or vacations of more than 3 days per month.

HEALTH REQUIREMENTS (VPK ONLY)

By state law, all students must have a current Florida certificate of immunization form and a current Florida physical examination form. These forms are available from your child's pediatrician, a family doctor or the Florida health department.

ILLNESS POLICY

To ensure the health and well being of all children and staff in our programs, children that show signs of a communicable illness shall be removed from the program immediately and placed in an isolation area until the custodial parent or legal guardian picks up the child. The illness will be reported to the custodial parent or legal guardian once the child shows signs of illness.

Signs and symptoms of a suspected communicable illness include the following:

- Severe coughing, causing the child to become red or blue in the face or to make a whooping sound
- Difficult or rapid breathing
- Stiff neck
- Diarrhea (more than one abnormally loose stool within a 24 hour period)
- Temperature of 100 degrees Fahrenheit or higher in conjunction with any other signs of illness
- Conjunctivitis (pink eye)
- Exposed, open skin lesions
- Any other unusual sign or symptom of illness

If your child has any of the above symptoms please keep them at home to recover for at least 24 hours. The child will not be able to return to the after school program without medical authorization, or until the signs and symptoms of the disease are no longer present. A doctor's written release may be required at the discretion of the Director.

Children that have become ill during the school day cannot attend YMCA Success After School programs. Please assist us with keeping your child safe from germs and talk to them about proper hand washing. Proper hand washing is the single most effective way to stop the spread of infection.

Children with head lice may not attend the YMCA child care programs until completely nit and lice free.

MEDICATIONS

A consent form for administration of medication must be completed by parent/guardian and given to Child Care Director, Associate Director, Coordinator or Site Manager prior to administration. All medication must be in original packaging and labeled indicating dosage as prescribed by physician, this includes over the counter medications. No medications may be sent with the child. The YMCA reserves the right to refuse medication and/or administration of medication.

PERSONAL ITEMS / ELECTRONIC DEVICES

We want you and your child to have a positive experience in our YMCA program. Personal items such as cell phones, tablets, toys, games, trading cards and other similar materials are not permitted. Varied activities are provided to keep your child engaged without these items. We also do not want your child's items to be lost, stolen or broken, as the YMCA will not be held responsible. Please have your child leave these items at home unless directed by YMCA staff.

SAFETY

The safety of your child is our most important concern at the YMCA of West Central Florida. In order to insure their safety our staff members have each agreed to follow the following rules:

- Staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
- Staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers, and inviting children to their home.
- Staff is not to transport children in their own vehicles.
- Staff is not to contact your child outside of YMCA business or exchange contact information, i.e. email address, social media, phone numbers, etc.

If, at any time, you become aware of any of our staff not observing these rules or if you have any questions relating to our safety procedures, please contact the Vice President of Child Care Services at (863) 267-9622. We appreciate your confidence in the YMCA to provide care for your child and your assistance in keeping them safe.

INJURY PROCEDURE

- 1) Administration of immediate first aid, if necessary
- 2) Injuries will be reported to parent/guardian
- 3) Notification to parent/guardian and if necessary, request
- 4) Paramedic/Medical Professional

Please remind your child to report all injuries, no matter how small, to their YMCA counselor immediately.

EMERGENCY PROCEDURE

Our schedule and/or program may be altered due to emergencies, such as severe weather. Typically, if the public school system closes we will also be closed. The YMCA will make reasonable efforts to provide child care in an emergency situation at select sites, if it is safe to do so. Refunds are not provided for emergency closings. Be sure to save the YMCA's number in your phone and monitor your email and voicemail as these are our best way of communicating important information, quickly.

TRANSPORTATION

The parent/guardian is responsible for transportation to and from the program on holiday camp days. If your child is transported by the YMCA for afterschool care, your child will be transported in a licensed vehicle by certified drivers. Children must be at least 5 years old to be transported in a YMCA vehicle.

DRESS CODE

During the school year, the school dress code will be followed for afterschool care. For VPK and holiday camp, it is important to send your child in comfortable play clothes. No sandals, open toed shoes, back-less shoes, shoes with wheels of any kind, or bare feet are permitted. Croc style shoes are not permitted.

YMCA DISCIPLINARY PROCEDURES

In keeping with the YMCA mission and character values of caring, honesty, respect and responsibility, appropriate behavior is expected of all program participants AND parent/guardians. Respectful interactions with other participants and staff are at the core of the YMCA mission and essential to having a successful experience for all. Childcare personnel will use positive techniques such as redirection and collaboration between staff, parents, educators and family to guide behaviors and set appropriate limits that encourage children to make positive choices. Based on the behavior exhibited, the following sequence is referenced:

- 1) Verbal warning and documentation
- 2) Written warning and documentation
- 3) Temporary suspension or removal from the program
- 4) Termination from the program

Based on the severity if the child's or (adult's) negative behavior, these steps may be accelerated or skipped.

Per the FL Department of Children & Families Statute on Discipline the YMCA must provide parents with the disciplinary practices used by the facility. The YMCA adheres to the Florida Statute 402.305: "Minimum standards for child discipline practices shall ensure that age-appropriate, constructive disciplinary practices are used for children in care. Such standards shall include at least the following requirements:

- 1) Children shall not be subjected to discipline which is severe, humiliating, or frightening
- 2) Discipline shall not be associated with food, rest, or toileting
- 3) Spanking or any other form of physical punishment is prohibited"

Character development assistance forms are completed as the YMCA staff work with your child on enhancing caring, honesty, respect, and/or responsibility. Parents will be required to sign these forms when an incident occurs.

To better serve your child, we request your assistance and support in helping build character and providing a safe environment for all children. Communication is strongly encouraged between our staff and parents/guardians.

COURT-ORDERED DOCUMENTS

At the time of enrollment, parents must provide all court-ordered paperwork if any parties are not able to have contact with a child enrolled in the YMCA program. Paperwork must be an official court-ordered document and indicate who the primary residential parent is or if both parents have shared parental custody. These documents must be updated annually.

OUR COMMITMENT TO PROTECTING CHILDREN

Serving the youth in our community is a vital part of our mission, and we are committed to creating a safe environment for the thousands of children and teens we serve every year. At our Y, we take the following actions to keep kids safe in our facilities and programs.

- All Ys in the US are required to implement child sexual abuse
- We engage external experts in abuse prevention
- We partner with passionate local Y leaders who facilitate peer-to-peer learning
- We work closely with strategic partners to advance federal policies

We also practice and advocate for the three habits of child abuse prevention: KNOW, SEE, RESPOND. Because when we know and understand how abuse happens, see the warning signs, and are prepared to respond quickly to prevent it, we create a culture of child abuse prevention that results in even safer environments for kids to reach their full potential.



KNOW



SEE



RESPOND

IMPORTANT DATES

DATES TO REMEMBER

2023

August 11	First Day of School
September 4	Closed
October 16	Holiday Camp Offered
November 10	Holiday Camp Offered
November 20-22	Holiday Camp Offered
November 23-24	Closed
December 18-22	Holiday Camp Offered
December 25	Closed
December 26	Closed
December 27-29	Holiday Camp Offered

2024

January 1	Closed
January 2-3	Holiday Camp Offered
January 4	School Opens
January 15	Holiday Camp Offered
February 19	Holiday Camp Offered
March 11-15	Holiday Camp Offered
March 29	Closed
May 27	Closed
May 30	Last Day of School
May 31	Closed

PAYMENT DRAFT DATES

Draft Date	Dates Covered
8/3/23	8/11-8/11/23
8/10/23	8/14-8/18/23
8/17/23	8/21-8/25/23
8/24/23	8/29-9/2/23
8/31/23	9/4-9/8/23
9/7/23	9/11-9/15/23
9/14/23	9/18-9/22/23
9/21/23	9/25-9/29/23
9/28/23	10/2-10/6/23
10/5/23	10/9-10/13/23
10/12/23	10/16-10/20/23
10/19/23	10/23-10/27/23
10/26/23	10/30-11/3/23
11/2/23	11/6-11/10/23
11/9/23	11/13-11/17/23
HOLIDAY CAMP	11/20-11/22/23
11/23/23	11/27-12/1/23
11/30/23	12/4-12/8/23
12/7/23	12/11-12/15/23
HOLIDAY CAMP	12/18-12/22/23
HOLIDAY CAMP	12/27-12/29/23
HOLIDAY CAMP	1/2-1/3/24
12/28/23	1/4-1/5/24
1/4/24	1/8-1/12/24
1/11/24	1/16-1/19/24
HOLIDAY CAMP	1/15-1/15/24
1/18/24	1/22-1/26/24
1/25/24	1/29-2/2/24
2/1/24	2/5-2/9/24
2/22/24	2/26-3/1/24
2/29/24	3/18-3/22/24
HOLIDAY CAMP	3/11-3/15/24
3/14/24	3/18-3/22/24
3/21/24	3/25-3/29/24
3/28/24	4/1-4/5/24
4/4/24	4/8-4/12/24
4/11/24	4/15-4/19/24
4/18/24	4/22-4/26/24
4/25/24	5/29-5/3/24
5/2/24	5/6-5/10/24
5/9/24	5/13-5/17/24
5/16/24	5/20-5/24/24
5/23/24	5/27-5/30/24

Parent's Role

A parent's role in quality child care is vital:

- Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- Know the facility's policies and procedures.
- Communicate directly with caregivers.
- Visit and observe the facility.
- Participate in special activities, meetings, and conferences.
- Talk to your child about their daily experiences in child care.
- Arrange alternate care for their child when they are sick.
- Familiarize yourself with the child care standards used to license the child care facility.



More information and free resources:

MyFLFamilies.com/ChildCare



This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).

License Number: _____

License Issued on __/__/__

License Expires on __/__/__

For more information regarding the compliance history of this child care provider, please visit:

MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATION
AND BACKGROUND SCREENING
MYFLFAMILIES.COM

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

CF/PI 175-24, 03/2014

This brochure was created by the Florida Department of Children and Families, Office of Child Care Regulation and Background Screening pursuant to s. 402.3125(5), F.S.,



Know Your Child Care Facility

MyFLFamilies.com/ChildCare

General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- Valid license posted for parents to see.
- All staff appropriately screened.
- Maintain appropriate transportation vehicles (if transportation is provided).
- Provide parents with written disciplinary practices used by the facility.
- Provide access to the facility during normal hours of operation.
- Maintain minimum staff-to-child ratios:

Age of Child	Child:Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Health Related Requirements

- Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- 40-hour introductory child care training.
- 10-hour in-service training annually.
- 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- Director Credential for all facility directors.

Food and Nutrition

- Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- Maintain sufficient usable indoor floor space for playing, working, and napping.
- Provide space that is clean and free of litter and other hazards.
- Maintain sufficient lighting and inside temperatures.
- Equipped with age and developmentally appropriate toys.
- Provide appropriate bathroom facilities and other furnishings.
- Provide isolation area for children who become ill.
- Practice proper hand washing, toileting, and diapering activities.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- Are children initiated and teacher facilitated.
- Include social interchanges with all children.
- Are expressive including play, painting, drawing, story telling, music, dancing, and other varied activities.
- Include exercise and coordination development.
- Include free play and organized activities.
- Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- Are friendly and eager to care for children.
- Accept family cultural and ethnic differences.
- Are warm, understanding, encouraging, and responsive to each child's individual needs.
- Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- Help children manage their behavior in a positive, constructive, and non-threatening manner.
- Allow children to play alone or in small groups.
- Are attentive to and interact with the children.
- Provide stimulating, interesting, and educational activities.
- Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- Communicate with parents.

Quality Environments

- Are clean, safe, inviting, comfortable, child-friendly.
- Provide easy access to age-appropriate toys.
- Display children's activities and creations.
- Provide a safe and secure environment that fosters the growing independence of all children.



What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Center for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care. Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.



How can I tell if my child has a cold, or the flu?

Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.



For additional information, please visit
www.myflorida.com/childcare or contact your
local licensing office below.

CFPI175-70, June 2009

This brochure was created by the Department of Children and Families in consultation with the Department of Health.

INFLUENZA VIRUS



**"The Flu"
A Guide
for Parents**

During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August and September.

My signature below verifies receipt of the brochure on *Influenza Virus, The Flu, A Guide to Parents*:

Name: _____
 Child's Name: _____
 Date Received: _____
 Signature: _____

Please complete and return this portion of the brochure to your child care provider, in order for them to maintain it in their records.



What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

CALL OR TAKE YOUR CHILD TO A DOCTOR RIGHT AWAY IF YOUR CHILD:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse



How can I protect my child from the flu?

A flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive a flu vaccine every fall or winter (children receiving a vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.

What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions. To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.

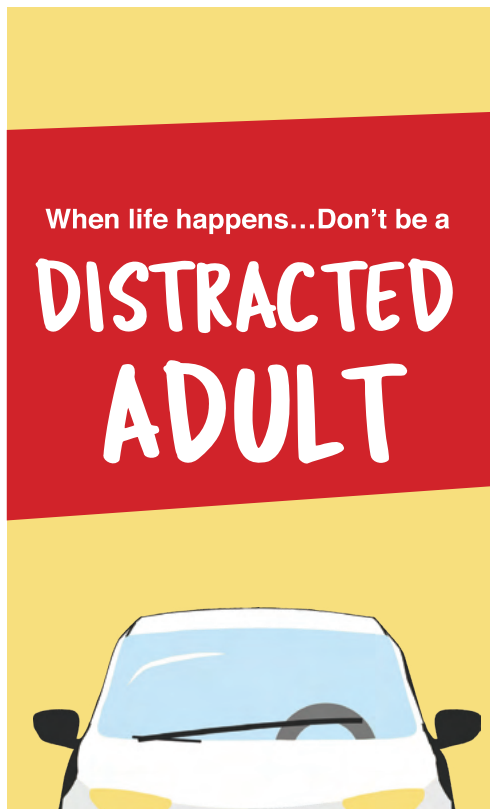


When should my child stay home from child care?

A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group setting until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.

For additional helpful information about the dangers of the flu and how to protect your child, visit: <http://www.cdc.gov/flu/> or <http://www.immunizeflorida.org/>

A change in daily routine, lack of sleep, stress, fatigue, cell phone use, and simple distractions are some things parents experience and can be contributing factors as to why children have been left unknowingly in vehicles...



FACTS ABOUT HEATSTROKE:

It only takes a car **10 minutes to heat up 20** degrees and become deadly.

Even with a **window cracked**, the temperature inside a vehicle can cause heatstroke.

The body temperature of a child increases **3 to 5 times faster** than an adult's body.



⚠️ PREVENTION TIPS:

- Never leave your child alone in a car and call 911 if you see any child locked in a car!
- Make a habit of checking the front and back seat of the car before you walk away.
- Be especially mindful during hectic or busy times, schedule or route changes, and periods of emotional stress or chaos.
- Create reminders by putting something in the back seat that you will need at work, school or home such as a briefcase, purse, cell phone or your left shoe.
- Keep a stuffed animal in the baby's car seat and place it on the front seat as a reminder when the baby is in the back seat.
- Set a calendar reminder on your electronic device to make sure you dropped your child off at child care.
- Make it a routine to always notify your child's child care provider in advance if your child is going to be late or absent; ask them to contact you if your child hasn't arrived as scheduled.

During the 2018 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes to provide parents, during the months of April and September each year, with information regarding the potential for distracted adults to fail to drop off a child at the facility/home and instead leave them in the adult's vehicle upon arrival at the adult's destination.



My signature below verifies receipt of the Distracted Adult brochure

Parent/Guardian:

Child's Name:

Date:

Please complete and return this portion of the brochure to your child care provider, to maintain the receipt in their records.



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