



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Meriden-New Britain-Berlin YMCA

New Britain Schools Before School, After School, & Remote Learning Care Frequently Asked Questions

What are the program hours and days?

Before & After Care:

Before & after school care is offered for in-school learning days:

Cohort A = Monday & Tuesday

Cohort B = Thursday & Friday

2-day AM (Before) Care -7am until the start of school

2-day PM (After) Care –school dismissal until 5:30pm

Remote Learning Care

2-day Remote Learning Care (Mon. & Tues. or Thurs & Fri.) - 9:00am –3:10pm

Wednesday – ALL DAY Remote Learning Care- 7:00am-5pm

- *AM Program cancelled when there's a 2hr. delay of school*
- *Minimum of 10 students enrolled for programs to run.*
- *In the event that the district cancels school due to extreme HEAT in the early fall months, we will still be offering our programs for those registered for before or after school. However, the length of care will now be extended for the entire day, for an additional fee.*
- *Locations for Remote Learning Care is TBD, and may not be at your neighborhood school.*

What guidelines are the New Britain Before School, After School, & Remote Learning Care programs following to plan for this school year?

The Meriden-New Britain-Berlin YMCA Before, After, & Remote Learning programs are following all of the guidelines and requirements from federal, state, and local governments and Consolidated School District of New Britain, as well as the YMCA including: The Center for Disease Control (CDC), Connecticut Office of Early Childhood (OEC), State of Connecticut Department of Public Health, and YUSA.

MERIDEN-NEW BRITAIN-BERLIN YOUNG MEN'S CHRISTIAN ASSOCIATION, INC.

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How will Before and After School Care be set up to follow the new COVID-19 safety guidelines?

- The anticipated start date will be the first day of school.
- Groups of children ages 5 to 12 following CDC guidelines of enhanced social distancing.
- Each group size can be maximum of 14 children.
- Programs will meet in the cafeteria and areas will be split into quadrants and each group of 14 or less will occupy that space throughout the program with their own supply bin and staff.
- All groups will follow a revised daily schedule, allowing activities to be done indoors and outdoors.
- CDC guidelines ensuring student and staff groups are as static as possible
- This program meets the current CDC guidelines of protecting children and staff
- This plan is subject to change based on any new or additional guidelines from CDC or OEC.

What is required of the staff to keep the students safe?

- All staff will wear masks.
- All staff will have temperature taken before children arrive meeting the current CDC guidelines of implementing screenings safely, respectfully as well as in accordance with any applicable privacy laws or regulations.
- Staff will be instructed and trained on the current and proper cleaning and sanitizing method meeting the current CDC guidelines of intensifying cleaning, disinfection and ventilation.
- Staff will have access to and wear the necessary PPE throughout the AM and PM, as well as wash hands, covering coughs and sneezes, etc. meeting the current CDC guidelines of promoting healthy hygiene practices.
- Staff will interact with assigned group meeting the current CDC guidelines of ensuring that student and staff groups are as static as possible by having the same staff work with the same group of children all day.

What is expected of students?

- All students will have temperature taken upon arrival and will need to have masks on while in the building, meeting the current CDC guidelines of implementing screenings safely, respectfully as well as in accordance with any applicable privacy laws or regulations.
- Students will be instructed and trained on the current and proper sanitizing, movement and social distancing methods.

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- Meeting the current CDC guidelines of intensifying cleaning, disinfection and ventilation
- Meeting the current CDC guidelines of promoting healthy hygiene practices
- Students will be instructed and directed on expected program behavior. Students will be assigned groups/area and will remain there each day.
- Meeting the current CDC guidelines of protecting children and staff.

What are the cleaning and sanitizing procedures?

- Meeting the current CDC guidelines of promoting healthy hygiene practices and intensifying cleaning, disinfection and ventilation
- Cleaning equipment will be located throughout the program
- Each group within the program area will have their own bottle of hand sanitizer.
- Visual signs everywhere at program as a REMINDER to wash hands, keep each other safe from germs, and keep program area clean
- Equipment will be cleaned before, during and after use
- Custodial staff will also be made aware of group bathroom usage for additional cleaning/sanitizing

What happens if someone gets sick?

- Meeting the current CDC guidelines of monitoring and preparing
- Programs will have at minimum one staff member present at all times who is first aid/cpr trained as well as properly trained in administration of medication
- All program sites will be equipped with First Aid Kits
- Children will be isolated to an 'isolation area' within the program area, with a staff member (unless specified by each individual school). Should the child begin to develop signs and symptoms of illness, parents will be expected to pick up their child within one hour.
- Childhood illnesses will still occur. Children and staff who develop a fever will not be permitted to return to before and after care until they are fever free for 24 hours without the use of acetaminophen (Tylenol, Motrin, Advil, fever reducers).
- Should a child or staff member develop signs and symptoms related to COVID-19 and a fever, they will not be permitted to return to before and after care until fever free for 24 hours without the use of acetaminophen. We will adhere to strict illness policies for the safety of all children and staff at the Y

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and consult with local and state health departments when necessary and as questions arise.

Will students be required to wear masks?

- Students are required to follow all policies from the **Consolidated School District of New Britain**. Here is the link to the [CSDNB Reopening Plan](#)
- Here is the information about the use of Face Covering, Masks, and Face Shields from the Reopening Plan:
In accordance with the guidelines set forth by the State of Connecticut, [face coverings that cover the mouth and nose will be mandatory](#) for all students while they are in school and on the bus. The only exceptions for face coverings are for (1) anyone who has trouble breathing, or anyone unconscious, incapacitated, or otherwise unable to remove the face covering without assistance or (2) anyone who has a medical reason making it unsafe to wear a face covering.

How will Arrival work?

Arrival -AM Care or Remote Learning Care

- Drop off will be at assigned door. Parent will call YMCA phone, staff will come to door, take child's temperature. Parent, child and staff all wearing masks.
- Parents will be required to answer questions on temperature form prior to child coming in, staff will complete the form.
- **Parents will not be allowed into building**
- Staff will fill in child's temperatures daily and initial
- Staff and children with fevers 100+ will be sent home, the school will be notified.

AM Care Program

- Once signed in, children will proceed to wash/sanitize hands and go to their designated group area.
- Staff and students will be wearing masks during program. Meeting the current CDC guidelines of monitoring and maintaining healthy operations.
- Group size of 14 maximum.
- Groups of 14 will be assigned a designated space in the cafeteria with staff and that space will be the same daily.
- Each group will have their own supply box including recreational equipment such as balls, hula hoops and also art supplies. Each student will have their own pencil box with crayons, pencils, etc.

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- Each group will have its own bottles of hand sanitizer for use before and after all activities in addition to taking trips to bathroom for hand washing.

Remote Learning Care

- Once signed in, children will proceed to wash/sanitize hands and go to their designated group area.
- Staff and students will be wearing masks during program. Meeting the current CDC guidelines of monitoring and maintaining healthy operations.
- Group size of 14 maximum.
- Groups of 14 will be assigned a designated space in the cafeteria with staff and that space will be the same daily.
- Each student will have their own independent work space within a group and staff will be on hand to assist with guided learning.
- Students are expected to bring their devices and log in to do their school work, just like a typical in school day.
- Staff may or may not be actual teachers and ultimately it is the student's responsibility to make sure that all online work is complete and accurate to their best ability.
- Breakfast & Lunch is NOT provided at this time. Students must bring their own cold lunch & snacks with them, in addition to a water bottle.

How will PM Care work?

PM Arrival

- PM arrival will be at school dismissal and child's temperature will be taken at arrival into YMCA program in their assigned group/area.
- Staff will fill out temperature form and sign child in.
- Students will proceed to wash/sanitize hands.
- Staff and children with fevers 100+ will be called to be picked up to go home. A designated space for an isolation area will be used for those children who have a temp. or display signs of illness at the program. The school will be also notified.
- Should a child or staff member develop signs and symptoms related to COVID-19 and a fever, they will not be permitted to return to before and after care until fever free for 24 hours without the use of acetaminophen.
- Meeting the current CDC guidelines of monitoring and maintaining healthy operations.

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PM Program

- Group size 14 maximum
- Groups of 14 will be assigned and dismissed to a designated space within the cafeteria. Temperatures will be taken as children come to program.
- Each group will have their own supply box including recreational equipment such as balls, hula hoops and also art supplies. Each student will have their own pencil box with crayons, pencils, etc.
- Weather permitting, we will be outside in groups and children will be able to be mask free outside.
- Each group will have its own bottle of hand sanitizer for use before and after all activities (in addition to taking trips to bathroom for hand washing).
- At this time it has not been decided if the district dinner program will be provided in after school programs this school year. Please pack your child with an extra snack to have during the afternoon program.

Dismissal – PM Care & Remote Learning Care

- Parent/Guardian will call YMCA phone# on door. Pick up person will need to identify who they are and who they are there to pick up.
- Staff will bring travel book to door to verify person is on the pickup list and check photo ID.
- Staff will have child and all their belongings brought to the door.
- Please allow for a 10-15 minutes window from the time your ID is verified to when your child is brought to the door for dismissal. Sometimes the location for the programs may not be directly next to the main doors of the school.
- Staff will sign the child out.
- Meeting the current CDC guidelines of monitoring and maintaining healthy operations.

Heat Days

- In the event that the district cancels school due to extreme HEAT in the early fall months, we will still be offering our programs for those registered for before or after school. However, the length of care will now be extended for the entire day, for an additional fee.

Financial Assistance & Care 4 Kids

- The first step for assistance is to apply for the state funded Care4Kids Program. You can visit the Care4Kids website for an application and the Parent Provider Agreement (PPA).
- If you are new to Care4Kids, you must complete both the application and the Parent Provider Agreement (PPA) and submit them at the time of registration.
- Families that have previously received Care4Kids just need to submit a PPA at the time of registration.

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- You will be required to set up weekly scheduled payments until your Care4Kids certificate is received. Once received we will adjust your account accordingly, and any balance due would be the parent responsibility.

Registration

- There will be no 2nd child discount offered on any programs.
- One registration packet is required for each child.
- Registration is weekly for all programs –and you will be charged a weekly fee regardless if your child attends or not.
- Regardless if your child was in our programs last school year –each year is considered a new program and new registration paperwork must be completed. In addition, it also provides the opportunity to make sure that our registration system has any and all up-to-date information for your account.
- *****NEW -ONLINE REGISTRATION*****. This year we are offering online registration for all of our members and anyone that has previously taken a program at our YMCA and is in our registration system. Save time and register online! If you choose to use the online registration, please be advised that you must still turn in a current copy of your child's physical & immunization records. Failure to do so will result in your child not starting the program. Also if applicable –we must have received an Administration of Medication form & Care plan for any child that has asthma, an epi-pen, or is required to take any medication while in our care. Any forms not received that are required will result in the child not starting the program on time.
- If your child was previously in our programs, we may be able to copy the physical form and immunizations, if it's still valid (not more than 3 years old from the time it was received). To verify a child's physical & immunizations is still valid, please call the Berlin Y office 860-357-2717, or email ddaigle@nbbymca.org. Please allow 1-2 business days for a response.
- New participants must provide a current copy of a physical form & immunization records at the time of registration. Also if applicable –we must have received an Administration of Medication form & Care plan for any child that has asthma, an epi-pen, or is required to take any medication while in our care. Again any forms not received that are required will result in the child not starting the program on time.
- Physical forms with immunizations, Admin. of Medication forms & care plans can all be faxed to the Berlin Y office 860-828-7830

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Registration deadlines:

- All registrations must be received 1 week in advance of the start date.
- Children will NOT start a program the same week they are registered due to staffing requirements and space limitations with programs this year.

Day Registration is received on:

Monday
Tuesday
Wednesday
Thursday
Fri. /Sat./ Sun.

Child Starts Program on:

The following Monday
The following Tuesday
The following Wednesday
The following Thursday
The following Friday or the next Monday

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