

2024-2025 YMCA PRESCHOOL FAMILY GUIDE



Hello Parents and Guardians of our Preschool participants:

The Cooper, Copple Family, Fallbrook, and Northeast YMCAs offer a licensed preschool program that provides developmentally appropriate group and individual experiences for children ages 3 to 5 years in a traditional half-day preschool setting. We are looking forward to providing a healthy and fun environment where we strive to meet the social and emotional needs of our students. Please take the time to review the contents of this Preschool Overview as it outlines many important details and helpful information that you and your family will need to know while participating in our Preschool program.

We are going to have a wonderful year in Preschool. If you have any questions or concerns or need any help at all, please don't hesitate to contact us. The safety of our students is our number one priority and we are excited to teach your preschooler this school year!

See you soon!

Your Lincoln YMCA Youth, Teen & Family Directors

Session Dates | August 26/August 27, 2024 - May 15/16, 2025

The Preschool Program will run approximately 9 months of the year at the Y. This program will follow the Lincoln Public Schools academic calendar for elementary students for all breaks and holidays during the session dates.

The Lincoln Public School calendar can be found at:

<https://drive.google.com/file/d/1CizPRicaHfFBBj85mFylcwMHTwzo-yoD/view>

Class Times

3 classes/week Monday, Wednesday and Friday | 9-11:30 AM

2 classes/week Tuesday and Thursday | 9-11:30 AM

**Classes vary by location.

Age Requirements

Children must be age 4 by July 31, 2024 to enroll in 3 classes/week or 3 by July 31, 2024 to enroll in 2 classes/week. Children must meet the age requirements of the class regardless of when your child begins the Preschool Program.

Our 2 classes/week class is the best class for children who will be attending two years of preschool.

Our 3 classes/week class is the best class for children who will be entering Kindergarten in the Fall of 2025.

Toilet Training

Children must be toilet trained prior to beginning the program.

Program Handbook

The Youth Teen & Family Programs Handbook outlines the basic policies and procedures for those families participating in any YMCA Youth, Teen & Family Programs. We ask that you read through this handbook and familiarize yourself with its contents. The Youth, Teen & Family Programs Handbook can be found on our website at ymcalincoln.org.

General Daily Schedule

This is a general outline of the daily schedule. Please note that this schedule is subject to change and may vary a bit class to class depending on the specific activities, lessons and plans that are incorporated into our curriculum.

9:00 -9:10 AM	Check In & Welcome
9:10-9:40 AM	Large Group Time
9:40-10:30 AM	Learning Centers & Small Group Time
10:30-11:15 AM	Moving, Grooving & Growing
11:15-11:30 AM	Closing Group Time

The Creative Curriculum for Preschool

Second only to human relationships, a well-planned curriculum helps define a child's experience in a YMCA program. To ensure that the YMCA early childhood programs deliver high-quality activities and interactions, the Lincoln YMCA has embraced *The Creative Curriculum for Preschool*, developed by Teaching Strategies, Inc. The curriculum is consistent with the YMCA's philosophy, which is grounded in a child-centered and holistic approach to early childhood. The Creative Curriculum includes five components: How children develop & learn; The learning environment in which children learn; What children learn; The role of the teacher and The role of the family. *The Y's Way to The Creative Curriculum* outlines the six core content areas identified in *The Creative Curriculum* and includes two additional areas specific to YMCAs. These areas include:

Core Content	Sample Learning Outcomes Children will demonstrate...	Sample Program Inputs Preschool Teachers will...
Literacy	<ul style="list-style-type: none"> • increased vocabulary & language skills • comprehension skills (retell, explain, re-enact, summarize) • enjoyment of literary experience 	<ul style="list-style-type: none"> • engage in frequent conversations with individual children to build language, practice sequencing and test comprehension • design a print-rich environment (books, labels for furniture) • engage children in reading by reading to them, asking open-ended questions about what they are reading and encouraging them to leaf through story and picture books on their own
Mathematics	<ul style="list-style-type: none"> • beginning understanding of numbers concepts • beginning understanding of patterns & relationships; geometry & spatial sense; & measurement • ability to collect, organize & represent data 	<ul style="list-style-type: none"> • teach counting songs, rhymes & chants • count during daily activities; talk about quantity of a set use of number symbols • create patterns (rhythm, color, shapes) • provide materials for children to construct two- and three-dimensional shapes • use locational & positional language (on, off, under, around) • provide opportunities to compare the length and weight of objects, and discuss time • engage children in sorting, classifying, graphing, counting, measuring and comparing, and record the information collected
Science	<ul style="list-style-type: none"> • beginning understanding of physical science • beginning knowledge of life science • beginning knowledge about the earth & the environment 	<ul style="list-style-type: none"> • provide opportunities for first-hand investigations • introduce science materials such as magnets, magnifying glasses, balance scales & mirrors to encourage exploration to learn about the physical properties of objects • encourage children to observe carefully & describe changes taking place in the environment around them • guide children to explore the materials that make up the earth's surface & notice changes in weather
Social Studies	<ul style="list-style-type: none"> • understanding of places & geography • understanding of people & how they live • understanding of people & their environments 	<ul style="list-style-type: none"> • help children create rules for getting along • create opportunities to learn about different jobs • provide a variety of multicultural materials including crayons and paper to represent a variety of skin tones • discuss & teach children about recycling • teach social problem-solving skills
Arts	<ul style="list-style-type: none"> • knowledge of dance • understanding of music concepts • drama skills • visual arts skills 	<ul style="list-style-type: none"> • provide a variety of media for children to explore & create visual art: markers, crayons, paints, clay • share & discuss art with children, including illustrations, painting, sculptures, etc. • offer music time for singing, dancing & movement
Technology	<ul style="list-style-type: none"> • increased awareness of technology • beginning basics of how to use tools & terminology • beginning to understand how to use equipment responsibly 	<ul style="list-style-type: none"> • provide a variety of tools (toys & real) such as cameras, phones and computers for children to use during play • allow children to navigate their way through the use of technology tools • use technology terminology as they demonstrate & work with children using technology tools
Healthy Habits	<ul style="list-style-type: none"> • understanding of healthy eating habits • understanding of physical & personal safety • sufficient physical activity to develop healthy patterns & habits 	<ul style="list-style-type: none"> • model healthy eating & activity habits • provide ample opportunity for fun physical activity both in the classroom and during outdoor time • discuss physical safety (fire, traffic, medication, etc.) and personal safety (appropriate/inappropriate touch, interaction with strangers)
Social, Moral & Spiritual Development	<ul style="list-style-type: none"> • age-appropriate social skills (using words to express feelings & resolve conflict) • core values in age-appropriate ways: caring, honesty, respect & responsibility 	<ul style="list-style-type: none"> • model character development values (caring, honesty, respect & responsibility) in their relationships with children & adults • model character development values in their relationships with others & for the natural & cultural world • provide ample opportunities for children to develop friendships & playmates • use stories to reinforce positive messages & generate discussions

*This calendar is subject to change.

2024-2025 Preschool Curriculum Calendar

Week #	Dates	No School Days	#	Letter	Shape	Color	Theme
1	8/26-8/30		Introductory Overview/ Pre-Assessments				Welcome to Preschool
2	9/2-9/6	9/2 & 9/3					
3	9/9-9/13		Introductory Overview/ Pre-Assessments				Fire Safety/Community Helpers
4	9/16-9/20		1	Ll	Circle	Red	
5	9/23-9/27		2	Tt	Square	Blue	Healthy Habits, Teeth, Doctors, Exercise
6	9/30-10/4		3	li	Triangle	Yellow	Apples/Harvest
7	10/7-10/11	10/11	4	Ff	Rectangle	Green	Fall/Changing Leaves
8	10/14-10/18	10/14 & 10/15	Review				Fall/Pumpkins
9	10/21-10/25		5	Hh	Oval	Orange	Pumpkins/Halloween
10	10/28-11/1		6	Ee	Pentagon	Purple	Stars/Planets/Galaxies/Space
11	11/4-11/8	11/5	7	Vv	Hexagon	Black	
12	11/11-11/15		8	Xx	Octagon	Brown	Gratitude/Manners/Veteran's Day (11/11)
13	11/18-11/22		Review				Turkeys/Thanksgiving
14	11/25-11/29	11/27-11/29	9	Nn	Diamond	White	
15	12/2-12/6		10	Zz	Heart	Gray	Science/Experiments
16	12/9-12/13		11	Aa	Star	Pink	Holiday Traditions/Christmas
17	12/16-12/20		12	Yy	Triangle	Red	
X	12/23-1/3	NO SCHOOL					
18	1/6-1/10		13	Oo	Rectangle	Blue	Animals & Habitats
19	1/13-1/17		14	Cc	Oval	Yellow	
20	1/20-1/24	1/20	15	Uu	Pentagon	Green	Winter/Snow and Ice (MLK Day)
21	1/27-1/31		16	Dd	Hexagon	Orange	
22	2/3-2/7		17	Ww	Star	Black	Friendship/Love/Hearts
23	2/10-2/14		18	Kk	Heart	Purple	
24	2/17-2/21	2/17 & 2/18	19	Bb	Circle	Brown	Arts/Music
25	2/24-2/28		Review/Assessments				Dinosaurs
26	3/3-3/7		Review/Assessments				Dr. Seuss/Reading
X	3/10-3/14	SPRING BREAK					
27	3/17-3/21		20	Mm	Square	White	St. Patrick's Day/Rainbows
28	3/24-3/28		21	Pp	Octagon	Gray	Colors/Weather/Spring
29	3/31-4/4		22	Rr	Diamond	Pink	Plants/Life Cycle
30	4/7-4/11		23	Gg	Triangle	Red	Bugs
31	4/14-4/18	4/18	24	Ss	Pentagon	Blue	Caterpillars/Butterflies (Easter)
32	4/21-4/25	4/21	25	Jj	Star	Yellow	Earth Week/Endangered Species
33	4/28-5/2		26	Qq	Crescent	Green	Ocean Life
34	5/5-5/9		Review/Graduation Preparation				Graduation/Summer Safety
35	5/12-5/16	Last day 5/15 & 5/16					

PLEASE NOTE:

- There is **NO** preschool on 9/2, 9/3, 10/11, 10/14, 10/15, 11/5, 11/27-11/29, 12/23-1/5, 1/20, 2/17, 2/18, 3/10-3/15, 4/18, 4/21.
- The first week of preschool is 8/26-8/30. The last week of preschool is 5/12-5/16.
- There are times where our preschool teachers plan for fun days (i.e., dressing up, outside activities, messy crafts)! There will be a reminder sent home before these activities take place so you and your student are prepared.
- We follow the LPS Student Calendar. When LPS cancels school due to weather, preschool will also be canceled for the day.

WHAT TO WEAR & BRING TO PRESCHOOL EACH DAY

- There is not a specific dress code for preschool but we do ask that each child is dressed appropriately for the weather and for active play. We plan to have lots of fun and their clothes may get a little messy and shoes should be appropriate for active play. We do try to go outside each day during class– so children will need seasonally and weather appropriate clothing and outdoor wear as well.
- The YMCA Preschool provides all supplies and materials needed for day to day programming. However, it is helpful if your child brings the following items, labeled with their first and last name, in a backpack, each day:

Backpack



Water Bottle

Extra set of seasonally appropriate clothes & extra underwear



Wear Active Shoes



PLEASE DO NOT BRING: electronics, money or valuable items!
We also do not allow personal toys/card games.

The YMCA is not responsible for any personal belongings that may become lost or stolen while participating in our Preschool Programs.

The YMA Preschool is always open to accepting donations of the following:

- Construction paper
- Dry Erase Markers- wide & thin sizes
- Elmer's Glue Sticks & Glue
- Large lined handwriting paper
- Crayons
- Child Scissors
- Facial Tissues
- Baby wipes
- Markers
- Erasers
- Pencils
- Ziploc Bags- any and all sizes
- Dixie Cups
- Coffee Filters
- Stickers

Please bring any supplies you wish to donate to the Open House or on the First Day of School.

SIGN-IN & OUT PROCEDURES

We will be checking children in and out of the Preschool Program outside of the classroom using an electronic check in and out system. Anyone dropping off/picking up a participant from our program must physically walk the child to/from the classroom. Families arriving for preschool will wait in the lobby until the classroom doors open at 9:00 AM. Please wait quietly in the lobby– no running or playing in the lobby as it is not allowed. Children must also use the restroom prior to the start of class so that they are ready to learn. When the doors open, all children will need to put their bags and coats away, sanitize/wash their hands, check in and then find their seat on the rug. We suggest parents or caregivers only stay a few minutes to say goodbye. We will begin class promptly at 9:10 AM and we ask that you do your best to arrive on time. Children will be dismissed from preschool at 11:30 AM. We ask that parents/authorized adults arrive on time to pick-up their students as the room must be cleaned up to be utilized by other classes/programs. Parents arriving to pick their children up should wait outside of the room until the children are dismissed from class. All children must be signed out by only those listed on the authorized pick-up list.

For the safety and protection of each participant, the staff cannot accept or release any participant before he/she has been checked in or out by an authorized adult. Anyone picking up a program participant may be required to show ID until the staff are able to identify and verify you when they see you. Please remain patient while the YMCA staff retrieve your participant as it may take a few minutes for staff to facilitate. All adults authorized to check your participant in and out of the program need to be listed in your participant's authorized pick-up list. In emergency circumstances, if someone other than those adults listed as authorized will be picking up your participant, it is important that you call the site phone and email the Program Director. If we receive no message and can't reach you, or an emergency contact, by phone, we will refuse to let your participant go, no matter what the circumstances. We are obligated to care for and protect your participant, so you must be committed to communicating all changes such as these to the Program Staff.

HEALTH PROCEDURES

If your child is sick, please keep them home. Participants who are sick or who are experiencing illness symptoms are not allowed to be in our programs. If the participant is already on site and they begin to show illness symptoms, the staff will place the participant in the isolation area and contact their parent/guardian for immediate pick up. Participants will then need to be excluded for a certain period of time, depending on the symptoms/illness. Please refer to page 9 of the Youth, Teen & Family Program Handbook for a detailed outline of our Illness Exclusion Policy for Youth, Teen & Family/CLC Programs.

VISITOR POLICY

Parents/guardians of children enrolled in our Programs are welcome to visit the Preschool Program Sites. To schedule a visit or a tour please contact the Program Director. Parents/guardians who are visiting the program must check-in with the greeter/program staff upon arrival and must remain in authorized areas at all times, under the supervision of our Program Staff. We ask that parents/guardians/visitors follow the same guidelines as our employees when it comes to interacting with children. These guidelines are outlined in our Program Handbook.

ACCESSIBILITY IS A MUST

A parent/guardian/emergency contact must be accessible by phone, at all times, during the hours of the program. It may also be necessary for you to come to the site to pick-up your child within 30 minutes of the Y contacting you. If we are unable to reach an authorized adult, or if you fail to pick-up your child within the 30 minute time frame, staff may contact the Lincoln Police Department to assist. Failure to comply with this policy may also result in dismissal from the program.

WEATHER & OUTDOOR PLAY

Students should come to the program dressed ready for the day and appropriately for the weather, as we will try to go outside everyday (weather permitting). When deciding if we will go outside each day, we will follow the Child Care Weather Watch guidelines as recommended by the Lancaster County Health Department. We ask that children wear tennis shoes or closed toe shoes as it is difficult to play and run wearing sandals/flip flops.

INTRO TO SWIMMING LESSONS

Throughout the school year, there will be times when group swimming lessons will be incorporated into our preschool program's Moving, Grooving & Growing time. There is no additional fee for these classes as they are part of the YMCA preschool curriculum. Our goal in offering these classes is to give our students the opportunity to become more comfortable and confident in the water. During these classes, the entire group will learn about water safety and begin working on skills that can be further developed in our regular YMCA group swimming lessons or private swim lessons. More information about when swimming will be offered during preschool, including the dates and times, will be shared by your teachers at your specific location. On your child's designated swim day, please dress them in their swimming suit, under their clothes, and be sure to pack a towel and change of undergarments in their backpack.

STUDENT ASSESSMENTS & PROGRESS REPORTS

Our teachers will conduct student observations and assessments throughout the year. We will send home a progress report each semester and our teachers will be using the communication logs in the weekly folders as well. If you have questions or concerns about your student, please don't hesitate to reach out to us via email or talk to your child's teachers at drop off or pick-up.

BIRTHDAYS & SPECIAL CELEBRATIONS

When it is your child's birthday, feel free to send a special treat to share with the class. We just ask that any treats brought are store bought/prepackaged items, to meet LLCHD Health & Safety Guidelines, and free of common allergens such as peanuts/peanut butter. If your child has a summer birthday, we will celebrate his/her birthday on their 1/2 birthday. We will be sure to make your child's birthday special with songs and a special surprise. There will be other times during the school year where we will celebrate holidays and special days and students will be invited to bring treats or goodies from home on those occasions and the same rules will apply.

COMMUNICATION

Each student will have a take-home folder that will be sent home on Thursday/Friday of each week. Folders should be returned to school on Mondays/Tuesdays the following week. Items for you to keep will be on the left side of the folder and items for you to return to school will be on the right. The folder will also contain a Parent/Teacher Communication log for you to use as a way to communicate back and forth with your child's teachers.

In addition to the folders, we will communicate with parents in a variety of different ways:

- A majority of our communications with you will be done face-to-face at pick-up, via email or over the phone.
- We ask that parents check their child's backpack every day. We will place Health Reports*, Behavior Reports, personal notes, etc. in there that are specifically for your child(ren).
- If you need to communicate with the staff during the hours or the program we encourage you to call the Front Desk of YMCA or the Program Director.

**Please note that our staff do their best to fill out Health Reports for all injuries that are reported to us. If you find that your child was injured and you did not receive a Health Report, please contact one of our Directors as soon as possible so they can assist with the matter.*

OTHER REMINDERS

The Youth Teen & Family Programs Handbook outlines the basic policies and procedures for those families participating in any Y Youth, Teen & Family Programs. A PDF copy of the Lincoln Y Youth, Teen & Family Programs Handbook can be found on our website at: <https://www.ymcalincoln.org/programs/education/preschool>

Here are a few other important items to note:

- Your membership status at the time of registration determines the fee for the program. Your membership must be maintained to continue receiving the member rate. If your membership status changes or if you wish to withdraw your child from the Preschool Program you must visit the YMCA facility front desk and complete a [Program Change/Withdraw Form](#) at least two weeks prior to the end of the month to amend your fees or to cancel/change your child's enrollment. Please note: the registration fee is non-refundable and non-transferable.
- The monthly fees for our preschool programs are set based on the total number of school days and hours of care offered in the school year, divided over the number of months care is offered from the last week of August until the last day of school in May. The Lincoln YMCA requires monthly program fees be automatically withdrawn from a credit or debit card on the first of every month, September to May of the academic year. Payments must be set up for a monthly credit/debit card draft. We accept Visa, MasterCard, and Discover. Monthly deduction will begin September 1. The application fee and August program fee will be due in full if registration is received after September 1. Families are responsible for paying all fees in a timely manner. If payment is past due, families will be responsible for any additional charges that may accrue on their account. If payment is not collected by the 15th of the month, the participant will be withdrawn from the program and will not be able to enroll in any other YMCA programs until the past due balances are paid.
- The monthly program fees for preschool do not include programming on LPS non-school days. In the event that Lincoln Public Schools cancels school for an emergency or weather, the preschool program will be closed and care will not be offered. No refunds will be given. Listen to or watch your local news for updates on school closings and be sure to follow your YMCA Facebook Page for updates as well.
- Sometimes accidents happen and we feel that it is important to have an extra change of clothes, on hand, for each student just in case they would need to change during preschool. We ask that you keep an extra change of clothes, including undergarments, in a zip bag, labeled with their first and last name, in your child's backpack during the school year.
- Children's actions in our program often reflect situations they are experiencing at home (i.e. pet's death, parent divorcing, fight with sibling, etc.) If any such disruptive or traumatic experience should occur, we encourage you to inform the Program Director or Site Supervisor. This will enable us to better meet the needs of your participant.
- Child Custody– In the case of divorced, separated or unmarried parents, the Y will assume both adults may give directives in regards to the child. If there is a conflict, the YMCA will take direction from the adult that registers the child.

PARTNERING FOR SUCCESS

We aim to build strong kids and families through programs that promote positive character development and healthy relationships. Our staff seeks to promote an environment that allows each student to participate fully and safely. The Y is committed to providing a healthy, fun, nurturing environment for children in our care. We believe that program rules and a specific discipline policy for inappropriate behavior are necessary in order to maintain a positive and safe environment for all program participants. Please read over and talk about the program rules and the behavior management and disciplinary procedures with your child so they understand them prior to the start of the program. These items are outlined in this packet and in our handbook. At all times, children in our Youth, Teen & Family Programs should be safe, respectful, responsible, caring and honest. The Y encourages and supports a team approach to addressing any behavior concerns. We want to help program participants be successful in our Programs. Y staff will communicate with children and their parent/guardian about any concerns and issues that arise, and we ask that parents/guardians communicate with program staff as well. We will utilize documentation including but not limited to, incident and accident reports, behavior and intervention reports, goal sheets, behavior plans and/or additional support plans. Our programs provide a structured recreational and educational environment and when ongoing challenging behavior occurs, it is disruptive and distracting. The Y has a responsibility to respond to challenging behaviors according to the guidelines and procedures outlined in this packet.

The Y is able to provide the following:

- Care to children with mild-moderate behaviors.
- Individualized behavior support plans as needed.
- Training to all of our staff in general behavior management.

The Y acknowledges the following limitations:

- We are unable to provide one-on-one care.
- We have a no-chase policy, so in the event of a runaway we will contact the police and parents/guardians to arrange immediate pick-up.
- We are unable to offer services to children who pose a significant safety risk to themselves or others.
- We are also not able to provide treatment level care or therapeutic behavioral services.
- We are unable to assist with toileting/diaper changing.

Parent/Guardian Responsibilities Include:

- Parents/Guardians will be involved in their children's problem solving process. This includes reading and signing any documentation at pick up and actively participating in problem solving over the phone if needed.
- For the safety of the child, other children, and the staff, when a child has demonstrated extreme inappropriate behavior, or is requiring one-on-one support, a parent or authorized escort must pick up the child. In these circumstances it may be necessary for you to come to the site to pick up your child within 30 minutes of the Y contacting you. If we are unable to reach an authorized adult, or if you fail to pick-up your child within the 30 minute time frame, staff may contact the Lincoln Police Department to assist. Failure to comply with this policy may also result in dismissal from the program.
- Parents will be expected to take an active role in the development and implementation of a behavior plan if needed.
- If at anytime you have questions, concerns or need support, please reach out to the Program Director immediately. We are here for you!

Our team wants to partner with parents, families and campers to help ensure every child has a fun, safe and enjoyable experience in our programs. However, the YMCA does reserve the right to terminate care immediately for conduct unbecoming a program participant including but not limited to continued behavior issues, causing harm to another participant or lack of parent cooperation.

ADDITIONAL PROGRAM FORMS

Communication between program staff and the parents/families of our program participants is key to the success of each child in our program! Our goal is to help every child have a fun and safe time while in our care. The additional forms on the following pages are to be used as needed if applicable. You can return these forms to the YMCA staff on the first day of the program.

MEDICATION REQUEST FORM (included in this packet):

Because we are a state licensed program, we cannot administer medications without written instruction and consent from the parent/guardian. If your child has medication please fill out a Medication Request Form and ensure it is always up-to-date while on file. If during the course of the program, you find you need to fill one out, the program staff will have extra copies. All medications to be given to your child must be in the original container and sealed in a clear plastic bag. Medications need to be labeled with the child's name, doctor, medication name, dosage, and pharmacy. If your child has an Epipen we will need an Allergy Plan from your child's doctor. If your child has an inhaler for Asthma we will need an Asthma Plan from your child's doctor.

ADDITIONAL SUPPORT PLAN (included in this packet):

We do understand that some of our participants may need some additional support to help them be successful in our program. The Lincoln Y does not discriminate against children with special needs or who need additional support in our programs. We request this information in order to provide a safe and enjoyable experience for each child. Please note that the terrain of our facilities, program constraints and our activity levels may make it difficult to accommodate children with certain special needs/additional supports. This form is to be used by the Program Director and the parent/guardian, in order for the Y to be made aware of a child's additional supports and/or specific special health, dietary, mobility or disability needs and to put in place safety and/or medical accommodations as applicable. The Y will make every reasonable effort to accommodate a child's special needs/additional supports but we cannot guarantee that this is possible in all circumstances. If your child needs more assistance or support than the staff is able to provide, during their time in our care, we may contact the parent/guardian or the emergency contacts to assist the child at the program site or over the phone, and if necessary, come and take them home for the day. The Additional Support Plan is included in this packet and should be filled out by the parents and returned to the Program Director, prior to the first day of program.

PARTICIPANT MEDICATION REQUEST FORM

I understand that all medications must be brought in their **original** container, listing all of the following and then sealed in a plastic bag:

*Doctor's Name *Name of Medication *Dosage *Child's Name *Pharmacy

PLEASE COMPLETE THE FOLLOWING INFORMATION:

I, _____, do hereby request and give my permission to the staff at the YMCA of Lincoln
Parent/Guardian

to give the medication listed below to _____.
Child's First & Last Name

Name of Medication: _____

Dosage: _____

Time and Date medication is to be given: _____

Signature of Parent/Guardian

Date

I, _____, do hereby request and give my permission for my child _____
Parent/Guardian Child's First & Last Name

to administer their own medication under the supervision of the YMCA staff.

Name of Medication: _____

Dosage: _____

Time and Date medication is to be given: _____

Signature of Parent/Guardian

Date

Competency Statement

I, _____, have determined the YMCA Staff competent to give or apply medication to my child.

Parent/Guardian

Signature of Parent/Guardian

Date

YMCA of Lincoln Youth, Teen & Family Program Additional Support Plan

Must be completed by Parent/Guardian

The YMCA of Lincoln, NE does not discriminate against children with special needs or who need additional support in our programs but requests this information in order to provide a safe and enjoyable experience for each child. Please note that the terrain of our facilities, program constraints and our activity levels may make it difficult to accommodate children with certain special needs/additional supports. This form is to be used by the Program Director and the parent/guardian, in order for the YMCA to be made aware of a child's additional supports and/or specific special health, dietary, mobility or disability needs and to put in place safety and/or medical accommodations as applicable. The Y will make every reasonable effort to accommodate a child's special needs/additional supports but we cannot guarantee that this is possible in all circumstances. If your child needs more assistance or support than the staff is able to provide, we may contact the parent/guardian or the emergency contacts to assist the child at the program site or over the phone, and if necessary, come and take them home for the day.

Child's First and Last Name: _____ Date of Birth: _____ Age: _____ Grade: _____

Male Female

Primary Phone: _____

Address: _____ City: _____ Zip: _____

Parent/Guardian's Name:

Parent/Guardian 1: _____ Work: _____ Cell: _____ Email: _____

Parent/Guardian 2: _____ Work: _____ Cell: _____ Email: _____

EMERGENCY CONTACTS

1. Name: _____ Phone Number: _____ Relationship: _____

2. Name: _____ Phone Number: _____ Relationship: _____

3. Name: _____ Phone Number: _____ Relationship: _____

INFORMATION REGARDING YOUR CHILD'S NEEDS: (Please check if applicable)

For all needs checked please provide additional information including, but not limited to, how the need is displayed and other im-

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Visual Impairment | <input type="checkbox"/> ADHD/ADD | <input type="checkbox"/> Asthma | <input type="checkbox"/> Hearing Impairment |
| <input type="checkbox"/> Asperger Syndrome | <input type="checkbox"/> Learning Disability | <input type="checkbox"/> Autism | <input type="checkbox"/> Seizure Disorder |
| <input type="checkbox"/> Developmental Delay | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Behavior Concerns | <input type="checkbox"/> Sensory |
| <input type="checkbox"/> Physical Impairment | <input type="checkbox"/> Tourette Syndrome | <input type="checkbox"/> Assistive Technology | <input type="checkbox"/> Dietary Restrictions |
| <input type="checkbox"/> Mental Health Concerns | <input type="checkbox"/> Health/Medical Conditions | <input type="checkbox"/> Mobility | <input type="checkbox"/> Allergies |
| <input type="checkbox"/> Speech/Communication | <input type="checkbox"/> Other Needs | | |

portant information.

If your child uses an insulin pump and / or blood glucose meter:

Uses independently Needs some assistance Needs regular assistance

Additional information regarding your insulin pump and/or glucose meter: _____

Would need to take medication at the YMCA: YES NO

If yes, please provide additional information: _____

Form Continued on Next Page →

Allergies (food/medication/etc.): YES NO

If yes, please provide additional information: _____

Would need assistance in eating or drinking: YES NO

If yes, please provide additional information: _____

Any recent big life changes for your child: YES NO

If yes, please provide additional information: _____

COMMUNICATION: (Please check if applicable)

Non-verbal Limited verbal Verbal

Uses a communication device: YES NO

Uses a hearing aid or amplification: YES NO

Loud noises are distressing: YES NO

Please include any additional information to support your child's communication needs and how to communicate effectively with them:

MOBILITY: (Please check if applicable)

Independent Uses a walker/crutches/cane Uses a wheelchair

If your child uses a wheelchair:

Uses independently Needs some assistance Needs regular assistance Electric wheelchair

If your child uses walker/crutches/cane:

Uses independently Needs some assistance Needs regular assistance

Additional information regarding your child's mobility:

Additional information or strategies (general, calming, coping, etc.) to help your child be successful:

Any additional information not previously covered:

Parent/Guardian's Signature: _____ Date: _____

YMCA USE ONLY-----

Director's Signature: _____ Date Assessment of Receipt: _____

Determination: _____

Assessment Reviewed By: _____

Notification to Requesting Party: ___/___/___ By: _____

Tell Us More About Your Child

Child's Name: _____

Please list the names & ages of siblings/ other family members that live in your home:

_____	_____
_____	_____
_____	_____

3 Words to describe your child:

- 1.
- 2.
- 3.

What celebrations, traditions or holidays do you share as a family?

What kinds of things upset your child?

2 Ways to comfort your child when they are upset:

- 1.
- 2.

What motivates your child?

Please explain any health conditions or special needs your child has. Please provide any additional information that would be helpful for us to use in keeping your child healthy, happy & safe:

These are a few of his/her favorite things:

Favorite Color:

Favorite Characters/Movie/ Book/Show:

Favorite Animal/Pet:

Favorite Food/Snack:

If we need to call you for a "quick" phone conference, to check-in regarding your child, to report an illness/injury/ issue or incident, who should be the first parent/guardian contacted & what is the best way to reach that person:

Name: _____

Relationship to Child: _____

1st Phone # to Call: _____

2nd Phone # to Call: _____

1 Goal for your child to reach this school year:

Have there been any recent changes or events at home or in the family? For example, death, divorce, separation, new sibling, new home, marriage, loss of a family pet, etc?

What is the most important thing we should know about your child?

Any other comments or concerns you would like to share: