



## YMCA Child Care Policies

### Transportation Policy

Child Care Educators will follow the Supervision Policy while transporting children.

Parent/guardians will be made aware and consent to any offsite activities, including the methods of transportation, contact information and supervision for the activity. Parent/guardians will be contacted in the event of an emergency evacuation and be notified regarding the methods of transportation and supervision.

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The YMCA will take measures to be sure that the children are safe and well cared for during transportation.

This includes ensuring providers of transportation follow our YMCA guidelines.

#### **Methods of Transporting of Children**

The YMCA may use the following methods to transport children for off site excursions, in unexpected, adverse weather conditions, or in case of emergency:

- Walking/self transportation (for example, bike or scooter – children/educators must be wearing proper protective equipment)
- Charter Bus
- Public Transportation (Public Transit Bus or LRT, Taxi, Ride-share service)
- Ambulance (or emergency vehicle)

Use of personal vehicles for transporting children and youth is prohibited during program hours.

#### **Bussing to YMCA and from YMCA**

The YMCA does not provide transportation to/from any of its programs, except for a few situations as indicated:

- The YMCA will accept children who arrive by bus from alternate schools or programs, provided the necessary Inclusive Child Care supports and staffing is in place by the time enrollment begins.
- In Spruce Grove, the YMCA provides care for children who attend any school in the district and are transported by Charter Bus.

If children will be bussing to a YMCA program, it is the parent/guardians' responsibility to arrange pick-up and drop-off with the bussing company. The YMCA program requires transportation information from families when children arrive by bus.

YMCA Educators will meet children arriving by bus at the designated location at the time provided by the parent/guardian. If bussing transportation information changes, it is the parent/guardian's responsibility to notify the YMCA immediately. Failure to inform the YMCA of changes in transportation details could result in the inability to provide care. If buses are canceled or rescheduled, the YMCA does not provide full day child care nor alternate transportation to YMCA Child Care.



## YMCA Child Care Policies

### **Transportation to School**

The YMCA provides transportation to and from school for children enrolled in our program for the designated schools' programs serve. Each school year, meeting locations and times for children will be communicated to families prior to the start of the school year or at registration.

**Morning Drop Off** – YMCA Educators will ensure children transition to school at the designated time. Preschool and Kindergarten children will be escorted to their designated meeting location with the school.

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**Afternoon Pick Up** – Children in grades 1-6 are responsible for meeting YMCA Educators at the designated location after school. Preschool and Kindergarten children will be escorted from their meeting location at the school to the YMCA program.

**Parent/Guardian Responsibility** – Parents/guardians must notify the YMCA of any absences, particularly after school. If a child does not arrive as expected the YMCA's Children Unaccounted for After School Procedure will be followed which may result in additional fees.