Youth Institute Policies

August 29, 2023

Tuition

➔ Tuition is due Friday before the week of the care by 6:00 pm with a grace period expiring Monday morning at the time of drop off. If later a surcharge of $10 per day will be accessed to the weekly charge. ➔ Income verification form should be completed and turned in with the application for care. ➔ Late pick ups will earn a fee of $1 per minute after 6 pm. This fee will be added to the following week's tuition. School aged children should be picked up by 5:30 pm

➔ ALL students must be signed in and out by a parent/guardian daily. Please call /text to inform us if someone else is picking up your child. That person should be informed that a valid ID must be presented at the time of pick up.

Meal Policies

➔ Breakfast is served at 8:30 each morning.Children must be present by 8:45 to eat

➔ If your child has a food allergy, a doctor's slip must be provided to indicate it. Our food menu is determined by an outside organization, therefore we are unable to cater to food preferences. NO OUTSIDE FOOD OR DRINK IS ALLOWED.

➔ Students must arrive before 9am each day. If students arrive after 8:45, please ensure they have already eaten breakfast. This will help keep our eating time within a 20 minute time frame.

Weather/School Schedule/School Closings

➔ Inclement weather may cause the school to close without a 24hr warning. We follow PCSSD/LRSD/NLRSD closing notices. If either of these districts are closed, we will be also. ➔ A school schedule is provided in the parent area. Please observe scheduled closings. **Dress Code**

➔ Layer clothing to match the season of the year. We must play outside even in cold and hot weather. We will not play in the rain but will play after it stops, therefore clothes may become muddy/wet. ➔ An extra change of clothes should be left at school for any unexpected accidents that may occur. ➔ Students must wear closed toe and heel, lace up shoes. State requires that shoes be worn at ALL times during daycare activities in case of an emergency, therefore shoes must not be able to be taken off by the child while in care. Parents please train your children to wear shoes.

➔ Clothes should be clean and properly sized. Purchase and size your child's clothes according to their weight not their age. When clothes and shoes are too small/big your child is not comfortable.

Potty Training/Hygiene

➔ Diapers, pull-ups, and wipes must be provided by parents/guardians.

Potty trained means a student is able to verbally communicate their need to use the restroom with their own words and cloth underwear are worn without being regularly soiled . ➔ Please practice good hygiene by making sure your child is free of odor, by administering a bath, and dressing in clean clothes before arriving at school the following day. Clothing your child has slept in or wore the previous night/day is soiled. Viruses can survive out of the body for days on soft surfaces.

➔ Parents will provide a crib sheet and blanket for their child. These items should be taken home on Fridays, washed, and returned on Monday mornings.

Health Policy

➔ No child shall be admitted who has a household member experiencing Covid-19 or a contagious/infectious disease unless a written doctor's excuse is presented stating the student is negative/cleared for return to school. A minimum of 5 days should pass after exposure before return.

➔ The parent or legal guardian shall be notified as soon as possible when a child has any symptom that requires exclusion from the facility. The child shall be separated from other children and closely monitored until the parent arrives to pick the child up.

➔ The caregiver shall determine if the illness prevents the child from participating comfortably in activities, results in a greater need for care than the child care staff can provide without compromising the health and safety of the other children, or poses a risk of spread of harmful diseases to others.

➔ The caregiver shall temporarily exclude the child from child care if the child has: Sudden change in behavior, such as:

- lethargy or lack of responsiveness
- unexplained irritability or persistent crying
- difficult breathing
- a quickly-spreading rash
- Fever over 101 degrees/oral, 100/axillary (or equivalent method) in a child who also has pain, behavior changes, or other symptoms of illness
- An infant younger than 2 months with any increased temperature shall get urgent medical attention, within an hour.
- An infant younger than 6 months with any increased temperature shall be medically evaluated.
- Diarrhea, defined as watery/runny stools if frequency exceeds 2 or more stools above normal for that child, and is not related to a change in diet or medication (Exclusion from child care is required if diarrhea cannot be contained in the diaper or if diarrhea is causing soiled clothing in toilet-trained children.) •Blood or mucus in stools (unless caused by hard stools)
- Vomiting illness (2 or more episodes of vomiting in the previous 24 hours)
- Abdominal pain which lasts more than 2 hours
- Mouth sores with drooling
- Rash with fever or behavior change
- Conjunctivitis or "pink eye" – with white, yellow, or green eye discharge and red ("bloodshot") eyes
- Pediculosis (head lice), until after the first treatment
- Active tuberculosis, until a health care provider or health official states that the child is on appropriate therapy and can attend child care
- Impetigo, until treatment has been started
- Strep throat, until 24 hours after antibiotic treatment has been started with doctors written note •Chicken pox, until all lesions have crusted (usually 6 days after the rash appears)
- Rubella, until 6 days after onset of rash
- Pertussis (whooping cough); until 5 days of antibiotic treatment
- Mumps, until 5 days after onset of gland swelling
- Measles, until 4 days after onset of rash
- Hepatitis A, until 1 week after onset of illness or as directed by the health department

Transportation

THIS IS A TEMPORARY SERVICE OFFERED BY THE STAFF OF YOUTH INSTITUTE. YOUR CHILD BEING ABLE TO PARTAKE OF THIS SERVICE IS AT THE SOLE DISCRETION OF OUR STAFF. THIS SERVICE MAY DISCONTINUE WITHOUT NOTICE. ALWAYS BE PREPARED TO TRANSPORT YOUR OWN CHILD(REN) AT A MOMENT NOTICE DURING THE MORNING OR AFTERNOON

We no longer have a 24 Hour Schedule