

2023-2024 School Year

Dear Hudson YMCA, Preschool Families,

Welcome to the Hudson YMCA Preschool Child Care Program. Thank you for choosing YMCA programs to fulfill your preschool needs. It is our goal to provide a safe, fun, educational and enjoyable environment for your child to learn and grow physically, mentally, and emotionally. I look forward to getting to know you and your child better over the course of the school year.

To ensure a smooth transition into the new school year, I want to provide some general and important information about our program. If you need to contact our staff or leave a message for the program. Please call the Hudson YMCA Preschool Classroom 651-724-9293. In addition to your child's completed YMCA registration form, our program is licensed through the State of Wisconsin. To meet and fulfill licensing rules and regulations, we are required to have the following forms in your child's file at Preschool: (1) Complete Immunization Record (2) Health History and Emergency Plan (3) Child Care Enrollment (4) Child Health Report (5) Preschool Developmental History (6) Transportation Form (if applicable) . The Immunization Record can either be printed out from a hospital/ clinic or you may fill in the dates on the sheet provided.

You can access these forms at

http://www.ymcatwincities.org/child_care_preschool/part-day_preschool/locations/hudson_wi/. These forms are in time sensitive and are due back to the program by open house August 29th. Failure to turn in the appropriate paperwork could result in your child being suspended from the program. Furthermore, if your child requires medication to be dispensed during the program hours, State of Wisconsin Authorization to Administer Medication Form is required before any staff member can administer. All medication is required to be in the original container and can be kept on-site at program. **(If your child is using transportation you will need to fill out the Transportation form.**

Our YPreschool program is located inside of the Hudson YMCA. You will use the Eastside door right next to the playground to enter to pick up and drop of your child daily. Please make sure to bring your Photo ID or anyone picking up as we will be checking them daily. Parents are legally required to sign their child into and out of the program each day in the classroom. In addition, parents or authorized individuals must accompany their child into the program and only those authorized persons over the age of 18 are allowed to drop-off or pick-up children from the program.

Our parent handbook outlines policies, procedures, payment information, and payment options. Please refer all billing questions to our customer Service Center at: 612-230-9622. You can also manage your account online at: www.ymcamn.org

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Any changes to your child's normal schedule are required in writing. All changes are time-sensitive and require a two-week written notice.

At the beginning of each month, a parent newsletter will be sent to your email address to highlight curriculum themes, important dates, and upcoming events. Please take a few minutes to look it over so you don't miss out on any great opportunities the YMCA has to offer. Hard copies of the newsletter will be available. Also, included in the newsletter is the daily schedule for the program. It will give you an overall breakdown of our day during the program including kid's fitness class, swimming, outside play time, snack/ lunch time, and center directed activities. **All snacks and lunches are parent provided.**

Our **OPEN HOUSE** will be Tuesday, Aug. 29, 2023, at the Hudson YMCA preschool room from 4:30-6:30pm. Please feel free to bring your child to see the classroom, meet the teachers, drop off paperwork, or ask questions. We look forward to meeting new families and seeing familiar faces this school year. Thank you for choosing our preschool program and if you have any questions or concerns, please feel free to contact me and information is provided below. We are looking forward to a great school year.

Sincerely,

Katherine Jury

Child Care Preschool Program Director

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