



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# REPORTING ABSENCES SCHOOL AGE CHILD CARE

If your child is going to be absent from After School Care on a regular scheduled day, please call the direct line for your child's program and leave a message for the program staff prior to 2:00pm (or by 11:30am on scheduled early dismissal days.)

Clinton	973.762.0218-Landline	862.438.1718-Site Cell
Civic House	862.438.1730-Site Cell	
Jefferson	973.762.3499-Landline	862.438.1701-Site Cell
Marshall	973.761.5801-Landline	862.400.6019-Site Cell
Montrose	862.400.8994-Site Cell	
Program Center	973.762.3658-Landline	862.438.1451-Site Cell
Seth Boyden	973.762.0256-Landline	862.400.8982-Site Cell
South Mountain	973.762.8914-Landline	862.438.1717-Site Cell
S. Mount. Annex	973.761.1238-Landline	862.400.8993-Site Cell
Tuscan	973.762.0241-Landline	862.400.6021-Site Cell

If your child is expected at After School Care and does not arrive, our program staff must make all attempts to locate your child, which causes unnecessary stress as well as holds up our transportation process to all SACC programs held off-site from your child's school. Failure to alert the Y of your child's expected absence uses valuable program staff to try to locate your child, requires unnecessary phone calls to be made and creates needless panic for all involved, including the school staff. **Parent communication is essential for your child's safety and ensuring that our staff knows the whereabouts of your child at all times.** If staff is unable to determine where your child is on a scheduled day to attend the program, we will call the local police to help locate your child. Please add your site and our Administration office's contact info into your cell phone for easy access.

Failure to communicate any absences from After School Care will result in a \$15.00 Failure to Communicate Fee. Continuous charges will result in termination from the program.

If you have additional questions, please contact Leah Greene, Senior School Age Child Care Director