



SCHOOL AGE CHILD CARE (SACC) Before/After School Programs IMPORTANT INFORMATION*

- **Hours for Before Care:**

Opening at 7:15am: S. Mountain, Clinton, Jefferson, Montrose
Opening at 7:30am: Marshall, Seth Boyden, Tuscan

- **Hours for After Care:**

2:35pm-6:30pm: Clinton, Jefferson, S. Mountain, S. Mountain Annex
3:15pm-6:30pm: Marshall, Tuscan, Seth Boyden
2:00pm-6:30pm: Montrose
2:25pm-7:00pm: Civic House & Program Center

Our After School Care program covers all district scheduled ½ days

- **To report your child's absence, please call the site directly and leave a detailed message **BEFORE 2pm.****

Clinton: 973-762-0218
Civic House: 862-438-1730
Jefferson: 973-762-3499
Marshall: 973-761-5801
Montrose: 862-400-8994
Program Center: 973-762-3658
Seth Boyden: 973-762-0256
South Mountain: 973-762-8914
So. Mountain Annex: 973-761-1238
Tuscan: 973-762-0241

- **Emergency School Closings or Abbreviated Hours:**

If the school district calls for a **delayed opening**, there is **no Before School Care** as we are not be able to get into the schools.

If the school district closes schools for any reason during school hours and there is an **early dismissal** there is **NO YMCA School Age Child Care**. If the weather forecast is predicting a snowstorm, we recommend that you contact your emergency contact for early pick up. If in doubt, please visit our website for up to date information:

www.smountainymca.org



- **Scheduled School Closing:**

Vacation Camp is available for scheduled school closings at an additional cost and requires a separate pre-registration. Registration forms are available on our website. Spaces are limited, early registration is encouraged.

- **Snow Days:**

Snow Camp is available for school closings on snow days, at an additional cost and requires a separate registration. More information will be available in November.

- **Tuition and Other Costs:**

Monthly tuition is based on 180 days and is same amount each month. We offer monthly credit card draft with our Auto-Pay option.

For those not on auto pay, we send monthly statements. **Payments are due on or before the 1st of the month** and can be made online through **MY Y ACCOUNT** at www.smountainymca.org or mailing it directly to:

Metro YMCA of the Oranges-Child Care

139 East McClellan Ave.

Livingston, NJ 07039

Payments are NOT accepted at the program site.

- **Late Pick Up Fee:**

Punctuality is a crucial element in our operation. A late fee charge of \$15 for every fifteen minute increment late is charged. Continuous late pick-ups will result in termination from the program.

- **Failure to Communicate Fee:**

Failure to alert the Y of your child's expected absence uses valuable program time trying to locate you child, causing unnecessary stress. **Failure to communicate any absence from After School Care will result in a \$ 15.00 failure to communicate charge**

- **Withdrawals:**

30 day written notice is required for any and all changes and withdrawals from the program. Please send an email directly to Leah Greene, lgreene@metroymcas.org

On-site staff CANNOT process any withdrawals, as this information needs to be updated in our billing system. When proper notice has been received, the SACC administration will notify the staff at your program site, and the deposits held on



your account will be applied to any outstanding balance where applicable and a credit will be issued to your Y account.

*This information is a quick guide to important SACC information. Please be sure to thoroughly read and review the SACC Parent Handbook on our website, www.smountainymca.org