

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.

The YMCA will take measures to be sure that the children are safe and well cared for during transportation. The YMCA will follow provincial masking laws if using public transit. 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 Cab)
- Ambulance (or emergency vehicle)

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

Bussing to 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 and leave 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/from a YMCA program, it is the parent/guardians' responsibility to make arrangements with the bussing company for pick-up and drop-off. The YMCA program must have the following information:

- Name of Bus Company
- Phone Number for bus company
- Bus #
- Time of Pick-up at Centre
- Time of Drop-off at Centre
- Location of pick-up & drop-off

****ADDITIONAL TRANSPORTATION AGREEMENT MUST BE COMPLETED – please speak to Director****

Children being transported by bus will be dropped-off and met by a YMCA Educator at the bus stop site.

For children who fail to arrive by bus at the designated time, the Children Unaccounted for After School Procedure will be followed.

Transportation to School

The YMCA _____ serves _____ school(s).

The YMCA will obtain the following information from the School it serves annually: all children's grades, room numbers and teachers.

The YMCA will work with families and children to be sure that the children are aware of their transportation to and from school.

Preschool and Kindergarten Transportation (if applicable)

A YMCA Educator will escort preschool and kindergarten children to their classroom (Room _____) every day the children have school. Once the teacher is present and has acknowledged the child, the YMCA Educator will then return to the YMCA program.

At dismissal time, a YMCA Educator will meet the preschool and kindergarten children at their designated meeting location: _____ and escort them back to the YMCA program. The YMCA Educators will confirm any absences with the teacher, when possible.

School Age Care

In the morning of a school day, YMCA Educators are responsible for the children in their care until the bell rings. At the bell, the children will be directed to their designated meeting space, assigned by the school.

After school, it is the children's responsibility to meet the YMCA Educators at the designated meeting location:
Designated Meeting Location(s): _____

It is the parent/guardian's responsibility to notify us of any absences, especially after school.

For any children who fail to arrive, when expected, After School, the Children Unaccounted for After School Procedure will be followed, located in Emergency Procedures.

Child's Name: _____

Parent/Guardian Signature: _____ Date: _____