



a program of the Harry & Rose Samson Family JEWISH COMMUNITY CENTER

Kids Center Vacation Day Frequently Asked Questions

Hello and welcome to Kids Center Vacation Day programming! Vacation Days offer children unique and fun filled ways to pass the time when school is closed. Please reach out to Shea Beilke, Youth Programs Manager at 414-967-8100 or sbeilke@jccmilwaukee.org with any additional questions.

- ***What will my child(ren) be doing each day?***

Vacation Day activities do vary. One day we may go on a private trip to Rainbow Day Camp in Fredonia, but the next day we may stay on campus and fine tune our kitchen skills. Group sizes, availability of resources, and staffing all play a role in determining what kind of fun each day will bring. **Please refer to the Vacation Day Details e-mail for specific information regarding each day.**

- ***How are the children grouped together?***

Typically, children will be grouped with children in the same grade, or by similar grade range (k-1st and 2nd-6th) however this is determined by the number of registrants per day and our staffing. It is not unlikely for a single group to range from grades K-6th.

- ***Are Snacks and Lunch provided?***

1 snack will be provided in the morning. An additional snack will be provided for those enrolled in After Care during our Vacation Days. Please do not send additional food outside of a packed lunch.

All children must be sent with a Kosher-friendly lunch each day, unless otherwise noted in the Details e-mail.

-Due to varying levels of Kashrut observed amongst our program families, we ask that all food from home comes Kosher-style. Please do not send pork or shellfish and meat and dairy cannot be in the same lunch. For example, if you send pasta with meat sauce, do not add cheese or yogurt.

- ***How do I register my child for Vacation Day programming?***

All Vacation Day registrations are handled through our JCC website via your child's registration portal. If your family/your child does not have an active account, you will be required to create one to proceed with the registration process.

All Vacation Day fees are due at time of registration.

Registration will close 7 days prior to programming to adequately prepare staff and activity schedules. Please contact Shea Beilke, Youth Programs Manager, during the 7-day window for program availability.

All registrations made 7 days or less in advance will result in an additional \$10 administrative fee per child.

All required WI State licensing registration paperwork will be available online through your online profile. **These forms are required to be completed and uploaded back onto your child's portal no later than 12pm, 1 business day prior to your child attending their first Vacation Day program. If your child's first day falls on a Monday, paperwork is due at 12pm the Friday before. Your child will not be able to participate without completing and submitting all their WI State licensing forms. Our staff will not accept registration paperwork in person.**

- ***What is the Vacation Day cancellation policy?***

We understand life happens. If your plans change and you no longer need to join us for a Vacation Day program, please notify us as soon as possible. All cancellations made 4-7 days in advance will receive a 50% refund. Cancellations made 3 days or less in advance will not receive a refund or program credit. Cancellations made 8 days or more in advance will receive a full refund. Please reach out to Shea to make any cancellations.

- ***Are Vacation Days Cancelled?***

We require a **minimum of 6 children** to be registered for a single Vacation Day to proceed with programming. In the event that we do not meet this requirement, families will be notified 7 days prior and fees will be refunded in full.

- ***What time can I drop-off/pick my child up?***

Before Care drop-offs: 7am-9am

Regular full-day programming: 9am drop-off, 3pm pick up

After Care pick-ups: 3pm-6pm (**5:30pm on Fridays**)

**There will be a \$5 late fee applied each minute that a child is picked up late after the respective closing time.*

- ***Where do I drop-off and pick-up my child?***

We encourage families to enter our building through our North/Peck Entrance, off Santa Monica Blvd.

Once you enter through the Peck entrance, walk through the main gym to the far-right corner. Turn left and go through the door. Walk down the hallway past our camp offices, until you meet the secured door. Use your key FOB to gain access to the Soref wing. Room 2J30 will be the first

classroom you see. Depending on registrations, drop-off locations may vary depending on drop-off time. 2J30 is our main Kids Center landing zone which will be utilized most frequently.

When arriving for pick-ups, please first visit room 2J30 to sign your child out in the Vacation Day binder, then you may proceed to their assigned classroom. If you forget to sign your child out prior to arriving at their pick-up classroom location, our staff will provide a gentle reminder to visit room 2J30 on your way out. **All Vacation Day participants must be signed in and out** by their responsible adult.

Please refer to the Vacation Day Details e-mail for any changes in drop-off and pick-up locations.

- ***I am not a JCC member/I do not have a key FOB to get throughout the building.***

Be sure to park in our North parking lot and enter through the Peck Fitness area. Let the desk staff know you are here for a Vacation Day and that you will need a key FOB to access the Soref/Early Education wing of the building. **KEY FOBs MUST BE RETURNED TO DESK STAFF PRIOR TO EXITING OUR BUILDING AFTER EACH VISIT.**

Periodically, our desk staff does run out of extra key FOBs to distribute, or the remaining FOBs do not grant access to the Soref wing. In these instances, please call extension 8102 using the phone posted at the secured door and one of our Kids Center staff will open the door for you.

If you are a JCC member and already have a key FOB, but your child is not currently enrolled in Kids Center After School Care, you will not have access to the Soref wing. Please dial extension 8102 and a staff member will meet you at the door.

- ***Who can I contact if I am running late or have day-of questions, etc.?***

Please call our Kids Center program cell phone at 414-429-8740. You may also call Shea's office at ext. 8100, keeping in mind she may be offsite running programming at any given time.

- ***My child woke up sick or was sick last night. What do I do?***

We understand that all children become sick at one time or another, especially in a school environment. Our goal is to keep the children well and to diminish the possibility of spreading communicable diseases. We appreciate parental assistance in determining the wellness of your child. **Please do not send your child to a JCC Vacation Day if he/she exhibits any Cold/Flu/COVID-19 related symptoms or those of other communicable disease: fever, vomiting, diarrhea, sore throat, viral blisters, rashes, or whose behavior indicates that they are in discomfort.**

In the event that your child exhibits any of the above listed symptoms while in our care, parents will be called immediately. They will be expected to pick up their child within 1 hour. The ill child will be made comfortable while waiting for the parent to arrive. Children may not return to Vacation Day programming until they are symptom free for a minimum of 48 hours without the aid of medication.

