



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

October 2018

Dear Swim Lesson Parent:

The aquatics staff at the Family YMCA at Tarrytown welcomes you into our swim program. We are very pleased that you have decided to continue your support of our high quality swim instruction program. Please note all communications are conducted via email from the Senior Director so please be sure to fill out an **EMAIL** contact form with your email address so that we have your information.

Winter 1 session begins Monday, November 19, 2018, and will end on Sunday, January 27, 2019. This session is 8 weeks in length.

Please note the following policies and procedures:

- When entering the building, please leave your child's membership card or non-member participant card at the Member Service Desk.
- Please be sure to read parking lot signage to avoid being towed, booted or from receiving a violation sticker at your own expense.
- **Boys who are 6 years of age or older are not permitted in the women's locker room and girls who are 6 years of age or older are not permitted in the men's locker room based on the recommendation of the YMCA of the USA Medical Advisory Committee. Please use the Father/Daughter or the Mother/Son changing rooms located in the main lobby.**
- In the event that your child has to use the bathroom during the course of their lesson, we ask that all parents remain in the lobby area as your child will be brought to you so that you may escort your child to the bathroom. If your child is 6 years of age or older and requires assistance you may use the bathroom located in the basement level, if he or she cannot use the bathroom facilities located in the men's and women's locker rooms.
- Children who are not toilet-trained are **required** to wear "swim diapers" in the water. Regular diapers are not permitted. According to the NYS Dept. of Health, Chapter 1, Subpart 6-1.24, pollution of swimming pools is prohibited and will result in the closure of the pool.
- Instructors will meet their classes (Perch Plus through Porpoise levels only) at the double doors of the pool area, to escort them onto the pool deck at the start of each lesson. Parent/Child class participants may proceed onto the pool deck to wait for class to begin. **Please do not bring your child onto the pool deck unless you are late to class.**
- Five minutes prior to the conclusion of all classes, the lifeguard will inform the parents in the lobby area that they may proceed through the locker rooms to meet their children in the back hallway by the door that leads to the pool area. **Please do not proceed onto the pool deck as the children will line up and a member of the aquatics staff will hold the door open to allow the children to safely exit to their parent.**
- Parents or caregivers need to inform the aquatic staff if participants need to be brought to the double doors at the end of class or if they will be picked up from class early. Children who are not met by a parent or guardian will be brought back onto the pool deck until a parent/guardian comes to get them for the perch plus through ray levels
- All participants ages 6 to 14 (Polliwog through Porpoise level) will be sent into the locker rooms unescorted as they are of age to be permitted into the locker rooms to change on their own.
- During Parent Viewing weeks, parents are asked to enter and exit via the double doors in the lobby. Please refrain from speaking with children during their lesson so that the instructors may have their full attention. Please plan to exit the pool deck 5 minutes prior to the ending of each class to allow the pool deck to be unobstructed for the children so that they may exit the water and the pool deck safely. Please refrain from talking on your cell phone while on deck.

Class Cancellation Policy, Makeup Policy and Procedures:

- In the event that the YMCA has to cancel classes due to inclement weather (snow/ice) all participants will be contacted via email as soon as the decision is made to cancel. We cannot control Mother Nature and the safety of our participants and staff is our first priority. **MAKEUP LESSONS WILL NOT TAKE PLACE; CLASS CREDITS WILL NOT BE ISSUED.**
- In the event of lightning or thunder we are required to close the pool until 30 minutes have passed and no further lightning or thunder has occurred. Please call the YMCA 631-4807 to inquire if classes are running as this happens on a moment's notice and we may not be able to get an email notification out in time. **MAKEUP LESSONS WILL NOT TAKE PLACE; CLASS CREDITS WILL NOT BE ISSUED**
- In the event of an unforeseen circumstance which requires the closing of the pool on a moments notice (vomit or fecal contamination, chemical imbalance etc.) we will do our best to make notification via email, but cannot guarantee this. **ONE MAKEUP LESSON WILL BE ISSUED IN PLACE OF BUDDY SWIM ON YOUR SCHEDULED DAY/TIME DURING THE LAST WEEK OF THE SESSION; IF WE HAVE MORE THAN ONE CANCELLATION THEN CLASS CREDITS WILL BE ISSUED.**
- **In the event your child is ill (fever, vomiting, diarrhea, yellow or green discharge from the nose or eyes) PLEASE keep him or her home until they are symptom free for 24 hours to prevent the spread of germs to our staff and other participants.** A makeup class will be permitted at the discretion of the Senior Director, provided space is available. Classes must be made up during the current session. To reschedule a class please contact Melissa Weaver, Senior Director (914) 631-4807 ext. 106 or via email at Melissaw@ymcatarrytown.org
 - Please do not arrive for a makeup class unless you have been granted permission by the Senior Director for a specific day and time as all instructors are notified in advance so that we maintain safety ratios. If an instructor has no notification and your child arrives you will be turned away and asked to contact the Senior Director.

MARK YOUR CALENDAR, IMPORTANT DATES:

Bathing caps are **required** for all children who are in Polliwog through Porpoise levels (ages 6-14 years) and goggles are recommended. Bathing caps can be purchased at the Member Service Desk.

Children in Parent/Child through Ray levels (ages 6 months -5 years) are **not required** to wear a bathing cap or have goggles. If their hair is longer than chin length please tie it back in a ponytail or use a bathing cap to keep their hair away from their face.

Week 1: Monday, November 19th – Sunday, November 25th Parent Viewing Week
Parents or guardians are welcome to watch lessons from the pool side during this week.

Week 4: Monday, December 10th - Sunday, December 16th Safety Week
Participants ages 3 and older should bring a set of clothing to wear in water to experience the effect of swimming with clothes on. The children will also learn how to use lifejackets and some basic boating safety as well as reaching and throwing assists and ice safety.

Week 5: Monday, December 17th – December 23rd Parent Viewing Week
Parents or guardians are welcome to watch lessons from the pool side during this week.

****December 24th- December 30th AND December 31st – January 6th NO GROUP OR PRIVATE SWIMMING LESSONS due to the Holiday Break**

Week 6: Monday, January 7th – Sunday, January 13th Participant Evaluations & Priority Registration
All children will receive an evaluation of their swimming skills. Along with each evaluation, the child will receive a slip of paper stating the level he or she should register for. Registration tickets (pick tickets) will be available during your child's class so that you may register. Evaluations will be filled out even if your child is not in class this week; these evaluations will be available at the Member Service Desk.

Week 7: Monday, January 14th – Sunday, January 20th Parent Viewing Week
The final time parents or guardians are welcome to watch lessons from the pool side.

Week 8: Monday, January 21st – Sunday, January 27th Parent Viewing/Buddy Swim/Make Up
All children may invite a friend, sibling or parent to swim in the water with them. ***Make-up classes per bullet # 3 under the class cancellation policy, makeup policy and procedures section of this letter.**

As always, please feel free to contact Melissa Weaver, Senior Director at (914) 631-4807 ext. 106 or via email at Melissaw@ymcatarrytown.org with any concerns.

