



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

GREATER WICHITA YMCA

KEY Academy

UNLOCKING POTENTIAL THROUGH

KNOWLEDGE | ENRICHMENT | YOUTH DEVELOPMENT

BEFORE/AFTER SCHOOL PROGRAM

ymcawichita.org/KEY

GREATER WICHITA YMCA BEFORE/AFTER SCHOOL PROGRAMS

KEY ACADEMY OVERVIEW

When school is out, you can trust the Y to provide an engaging experience for children in their own school. The Greater Wichita YMCA's KEY Academy allows children to deepen understanding of and relationships with their schoolmates through active play and collaboration on fun, engaging projects. The inclusion of a healthy snack morning and afternoon, and support for homework and learning ensures a well-rounded program.

KEY Academy is owned and operated by the Greater Wichita YMCA. The KEY Academy program is licensed by the Kansas Department of Health and Environment (KDHE) and open to children, regardless of YMCA membership status.

KEY Academy programs serve elementary youth aged 5 to 12 in over a dozen school sites across multiple local school districts. AM sessions, where available, begin at 6:30AM and end with staff dismissal of kids at the start of the school day. Afternoon sessions begin when students arrive after school is dismissed and close at 6:00PM.

Annual Enrollment is required, including updating online enrollment and a complete registration form. Visit our website at ymcawichita.org/KEY for a full list of participating schools and full enrollment instructions. Enrollment is open throughout the school year based on availability; space is limited.

SCHOOL DAY OUT SESSIONS OVERVIEW

Need a fun and safe place when school is out of session? Check out the Greater Wichita YMCA School Day Out Sessions— for one-day, scheduled school in-service, fall, winter and spring break offered at select KEY Academy locations and Greater Wichita YMCA Branches. **Separate registration is required.** Find dates, locations, and registration forms online at ymcawichita.org/schooldayout.

KEYS TO SUCCESS IN SCHOOL AND LIFE

The Greater Wichita YMCA's Before and After school programs are specifically designed to provide kids a safe, welcoming place before and after the school bell while nurturing self-confidence and encouraging exploration of the world around them. The program empowers success today and tomorrow by supporting academic achievement, fostering health and wellness, and instilling positive social and emotional skills through:



**PHYSICAL FITNESS
AND ACTIVITY**



**NUTRITION
EDUCATION**



**STEM-BASED
CURRICULUM**



**HOMEWORK
SUPPORT**



**ART AND CULTURE
EXPLORATION**



**SOCIAL AND
EMOTIONAL GROWTH**



**FAMILY
ENGAGEMENT**



**CHARACTER
DEVELOPMENT**

CONTENT AND DAILY ACTIVITIES

When participating in Greater Wichita YMCA KEY Academy programs, your child will think they are simply having fun, but you'll have the peace of mind knowing they are not only expanding their minds and social skills but developing lifelong healthy habits. Enrolled Kindergartners through students, age 12, will benefit from:

PHYSICAL ACTIVITY

- Youth enrolled in our AM sessions participate in 20–30 minutes of morning exercise from yoga to calisthenics they are moving, getting the body and mind active for a great start to the day. When they head to class they are energized and ready to learn.
- Afternoon sessions include 30–45 minutes of active play daily. Student participates in planned physical games and activities that teach team work and good sportsmanship. Weather permitting children spend time outdoors daily.

HEALTHY EATING

- Healthy snacks are offered in the morning and afternoon session. Our afternoon program sites are supported by the Child and Adult Care Food Program. Families should ensure children have eaten breakfast prior to arrival as outside food is not permitted in the program.

Y-CHATS

- Daily opportunities for youth and adults to connect and “chat” are skillfully designed and planned to help kids develop self-awareness, self-management, social-awareness, relationship skills, and responsible decision-making.
- Chats are scheduled in advance. Parents are encouraged to track themes and monthly calendars for insights on area of focus and monthly questions so they can continue the conversation at home.

HOMEWORK SUPPORT

- KEY Academy staff set aside 30 minutes, each Monday–Thursday afternoon for quiet activities and to support those with homework and assignment completion.
- Study time reinforces positive learning habits and can allow more family time each evening.

AFTERNOON ENRICHMENT ACTIVITIES

- Themes throughout the school year give students opportunities to explore a variety of interests from sports and fitness with our Skillastics Curriculum to science experiences, art, and team building. We aim to enrich their learning experiences, foster person growth, and social skills, all centered around the YMCA core values of Respect, Responsibility, Caring, and Honesty.

BUILDING COMMUNITY

- Considered in every activity and interaction within KEY Academy programs, day-to-day interactions and team building activities with peers and Y staff focus on growing positive relationships and skills to avoid, minimize the frequency of-, and more-quickly resolve conflict.

GETTING STARTED

- Visit our website, ymcawichita.org/KEY, for a complete list of this year's program locations and sessions available.
- Download the "Parent Information and Policy Page" for detailed program procedures and policies.

LOG-IN

- Using your email and password log in to your YMCA account and select the child you wish to enroll from the drop down list.
- First Time User? No problem, simply follow the online instruction to set up an account and you will be ready in no time.
- Having trouble? Can't see your child in the drop down or forgot the email linked to your account? Call or visit any YMCA location for assistance or reach out to our Child Care Account team at childcare@ymcawichita.org for assistance.

COMPLETE ENROLLMENT INFORMATION (KDHE FORMS)

- Once you have logged in and selected the child you are ready to fill out the KDHE forms. Follow the link and prompts – make sure they are complete so registration is not delayed!
- We do not provide paper forms – all KDHE forms must be completed on-line.
- On-line forms are required BEFORE you can register your child for a location/ session and confirm space. (Registration closes on Monday's at 10 PM, you must complete enrollment AND registration by this time one FULL week before you wish to begin services.)

- This information is collected annually for the KEY academy sites. Sorry, your prior year or summer camp forms are not valid. These forms ARE valid for the full school year for any KEY Location, School Day Out or Break Camp.

REGISTER AND SECURE A SPACE!

- Forms alone do not secure a space for your student.
- Registration at a YMCA Branch is required. Any of our 11 branch locations can assist you in selecting your school, session and pay registration fees.
- Registration forms can be found on-line, at any branch and in most of our school locations!
- Once you have turned in your registration form, finalized the location and session with the membership team and paid your registration fee, your space is secured!

WEEKLY FEES

- Fees are due one FULL week in advance – sign up for credit card or bank draft at registration!
- Fees are due regardless of attendance
- Written notice in advance is required to cancel registration and stop billing.
- Make sure to review carefully the payment and billing policies found on the web in the Parent Information and Policy pages. (Printed copies are available at all KEY locations and YMCA membership desks.)

Have questions about your account or need assistance to register or complete forms? Need to make a change to your session, pick up permissions or payment type? The Child Care Account team is ready to assist and can be reached at childcare@ymcawichita.org or 316.776.8842. Please allow a minimum of 24 hours for a response.

SAFETY AND QUALITY MATTER

PROGRAM, STAFF, AND LICENSING DISCLOSURES

HIRING THE BEST EXPERIENCED

All KEY Academy Staff:

- Our established child care providers – averaging 4+ years of relevant experience.
- Meet-or-exceed the minimum KDHE requirements for education and experience.

WELL-TRAINED

The Greater Wichita YMCA provides KEY Academy Staff with:

- A minimum of 4 hours of health and safety training annually;
- Opportunities for professional development throughout the year on a variety of topics from child development to creative expression and STEM;
- Certification in Pediatric CPR/AED and First Aid;
- Supervision and behavior management training;
- Tools for recognizing, preventing, and reporting child illness and child abuse;
- All YMCA employees have a Comprehensive Background Checks to ensure the safety of all program participants;
- Kansas Bureau of Investigation and Federal Bureau of Investigation Name and Fingerprint Database Checks are conducted by KDHE.

ROLE MODELS

KEY Academy Staff are positive, caring adults who:

- Appropriately engage, challenge, and nurture students to challenge every child's potential.
- Exemplify and personify our YMCA Core Values (Respect, Responsibility, Caring, and Honesty).

LICENSED TO SERVE CHILDREN IN KANSAS

KEY Academy programs are licensed by the Kansas Department of Health and Environment (KDHE) and contract with the State of Kansas' Department of Children and Families (DCF).

ENROLLMENT PROCEDURES STEP ONE

Visit ymcawichita.org/KEY to learn more about our program and locations. Make sure to review the Parent Policy section for full program enrollment, payment and other important program policies and procedures such as special needs, pick up and drop off and what to bring!

STEP TWO

Complete the online registration forms and permissions for participation. You will need to log into your Y account OR create an account to complete this registration step. This online registration must be complete BEFORE you can proceed with enrollment.

STEP THREE

The school year Enrollment Form can be downloaded online, pulled from the center of this booklet or picked up at a branch. Fill out the form, including selecting your school and sessions. The final step is going to any YMCA branch location to complete your enrollment!

PLEASE REMEMBER

- Online registration forms do NOT hold a space for your child.
- Some locations fill fast and/or have limited availability. Early registration is encouraged.
- Enrollment and payment of fees must be complete, at a YMCA Branch, by Monday a FULL week in advance.



The Greater Wichita YMCA offers full day School Day Out in select districts and YMCA Branch locations during most school closure days and breaks.

KEY Academy participation is not REQUIRED for School Day Out participation. School district-specific registration forms and general enrollment forms for fall, winter, and spring break are available at ymcawichita.org/schooldayout. Pre-registration is required, fees are due at registration and space is limited.

Learn more about Greater Wichita YMCA School Day Out including additional information, locations for programming, available dates of service, costs, registration forms, and more online at ymcawichita.org/schooldayout.

KDHE Paperwork and advanced registration is required for all School Day Out participants and spots are limited so register NOW.

BREAK CAMP

Break Camp provides full day programs at YMCA Camp Hiawatha and YMCA Branch locations, offering camp experiences to children during school closures and breaks.

Register and learn more information at ymcawichita.org/breakcamp.

OTHER ACTIVITIES FOR SCHOOL-AGED KIDS

Did you know that the Greater Wichita YMCA is the region's largest provider of child care, before- and after-school support, camp programs, youth sports, and swim lessons – among other things?

Check out the other programs and activities we offer school-aged children – including the cost-saving benefits extended to YMCA members enrolled in KEY Academy and other options including:

- Mom's Day Out and Parent's Night Out
- Youth Sports
- Swim Lessons

To learn more about locations and fees visit ymcawichita.org.

The Greater Wichita YMCA's Child Care branch is an inclusive organization of men and women focused on nurturing the potential of every child. We know that lasting personal and social change comes through trust, collaboration, and a community strengthened by YOUTH DEVELOPMENT, HEALTHY LIVING, and SOCIAL RESPONSIBILITY. Learn more at ymcawichita.org/childcare.

GREATER WICHITA YMCA MISSION

To put Christian principles into practice through programs that promote healthy lifestyles, strong families, and positive youth development to build healthy spirit, mind and body for all, regardless of the ability to pay. Learn more at ymcawichita.org/mission.

CHILD CARE ACCOUNTS

- AutoDraft is available through credit or debit cards.
- Fees are due, and registration closes, by 10:00PM the Monday BEFORE the week of service, or selected start date.
- Need help with your account, have questions about enrollment or want to make a change? Reach out to our team in Child Care Accounts at childcare@ymcawichita.org or 316.776.8841.



Find KEY ACADEMY and School Day
Out information, enrollment forms,
policies and procedures, and more at
ymcawichita.org/KEY.



YMCA, 402 N. MARKET
WICHITA, KS 67202

ADMINISTRATIVE OFFICES
Greater Wichita YMCA,
Child Care Branch
402 N. Market Street,
Wichita, KS 67202

Branch Director:
Andrea Eliot | 316.264.1610
Program Enrollment Support:
Child Care Accounts | 316.776.8842

DON'T MISS OUT –

KEY Academy Registration opens in
July and limited spots are available.
REGISTER TODAY.