

JCC Youth Programs Parent/Guardian Handbook 2026

Important Contacts for JCC Youth Programs:

- Youth Programs Director: Daniel “Tuxedo” Smedley Daniel@JCC-Asheville.org (828) 253-0701 ext. 107
- Associate Director of Youth Programs: Amethyst Caruso amethyst@jcc-asheville.org (828) 253-0701 ext. 108
- Accounting Office: Accounting@JCC-Asheville.org (828) 253-0701 ext. 104

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Registration and Billing Policies

Registration & Enrollments

- Registration in JCC programs requires an active JCC membership for the participant.
- Program enrollment is considered finalized after tuition has been paid, **a complete enrollment packet has been submitted**, and your child's name has been added to the rosters.
- Changes and withdrawals to afterschool registrations are made by the program office through written notification and must be submitted by the **15th of the prior month** and will go into effect on the 1st of the following month.
- Camp withdrawals must be done by **June 1st**. After this date, refunds will not be provided.

Billing Policies

- Tuition is due on the first of the month and will be set up to draft to the authorized payment method on file.
 - All tuition is billed at registration to your JCC Member account. Please review your fees after registration for accuracy and schedules for auto drafts. Please contact the Finance Office for assistance, changes or re-schedule of upcoming drafts.
 - Any alternative payment arrangements are approved and scheduled through the Finance Office.
 - A \$50 fee will be assessed on all returned items.
- After 30 days, tuition payments past due will result in a 5% late fee.
- Accounts that are delinquent will forfeit participation in the program unless a payment plan has been approved and implemented by the Finance Office.
- Tuition fees are based on enrollment, attendance is not a factor, and pro-rates do not apply for any days missed.
- Tuition will not be credited or discounted in the event of an emergency, weather-related closure of the JCC or any change or alteration to program operating hours.
 - In the event of an organization-wide closure, Emergency Tuition Arrangements may be available, as determined by the Finance Office and Executive Director.
- Full tuition fees will be charged in the event a notification for enrollment change is received after the 15th of prior month.
- Pickups after hours will result in a \$1 per minute fee with a \$5 minimum, which will be added to your account.
- Summer camp tuition is due in full by April 1st or at the time of registration if registering after April 1st.
- After School tuition fees are monthly interest-free payments, with discounts available for annual pre-payments.
- Please see the fee schedule for details and enrollment options.

Registration/Materials Fees

\$55 due upon registration for each program. This fee is non-refundable.

JCC Kids Monthly Tuition Rate

\$462 per month for 5 days a week (full days and Spring and Winter Camp included)

\$350 for 3 days a week (Full day can count as one of the three days. Spring and Winter camp not included)

Camp Ruach Weekly Tuition Rate

- \$365 per week

Subsidy, Scholarships, & Third-Party Payments

- Contracts for subsidy or third-party payments are submitted to the Finance Office at the time of enrollment. Please make arrangements with your case worker or local agency prior to enrollment.
- Families receiving tuition assistance will be billed the parent fee and any differential which is due on the first of the month, unless arrangements have been made with the Finance Office.
- Any under/over payments by the State or third party due to absences or changes are the responsibility of the parent/guardian.
 - Absences over 5 must be reported to the Program Directors immediately, extended absences are to be reported to your case worker or local agency provider.
- Inquiries for Scholarship should be directed to the Program Director or the Finance Office.
- Scholarship requests for Summer are due by March 1st.
- Scholarship requests for Afterschool are due by July 1st.
- Scholarship request link:
 - <https://www.cognitofirms.com/JCC20/EstherHymanBursteinScholarshipFundApplication>

Safe Arrival & Departure

On the **Safe Arrival & Departure** and the **Emergency Contact and Emergency Care** forms in your child's enrollment packet, you must list all the child's guardian contact information, emergency contacts and any/all people who are authorized to pick up your child. Kids will only be released to an authorized adult. **Please make sure that anyone picking your child up is prepared to show a photo ID. In order for us to legally stop a non-custodial parent from taking a child, a copy of a court order must be on file.**

If, for any reason, your child is to be picked up by someone other than those people listed on the form, you must provide **advance notice via Brightwheel**. **When sending a permission note, it must include the name of the person picking up your child, their phone number, and the date(s) that person is permitted to pick up your child.** Please remind anyone who may be picking up your child to **have their photo ID or provide us a photo of that person in the permission note**. When the adult comes to pick-up your child, they will be asked to check-in at the front. If someone without a proper photo ID and prior authorization comes to pick-up your child, **we will refuse to release your child**.

Key Fobs for afterschool will be assigned for the child's two primary caregivers. There is a \$5 deposit required for each key fob. This deposit will be refunded when you return the key fobs upon your child's exit from JCC programming. In order to maintain our secure and controlled building access, we will not be issuing key fobs to extended family members, babysitters, etc. who do not reside in the household with the child. Key fobs will only be active between the hours of 4:30-5:30pm during program pick up window. In order to receive a key fob for afterschool:

- check with reception to receive a request form.
- After filling out form, return to reception with deposit in envelope.
- Security director will review the form and return it to reception with the fob. **Please allow 2-3 weeks for this process.**
- Due to time constraints of this process, fobs will only be issued for summer campers if they will be attending more than 4 weeks.

Drop-off Procedures

JCC Kids begins when school dismisses. Children attending Claxton or Jones will be walked down from Claxton by JCC Kids staff. Kids being dropped-off directly at the JCC may be dropped-off at 3:15 pm inside the main building with JCC Kids staff, when the walk from Claxton has been completed.

Camp Ruach drop-off goes from 8:30-9:30am at the camp pavilion on Clyde Street. Parents/guardians can park in the dirt parking lot and walk their child to the pavilion to sign their child in with a Camp Ruach staff person. **We are legally required to see an authorized adult at every pick-up and drop-off.**

JCC Kids Full Days/Camp Ruach Alternate Drop-off will take place at or inside the JCC main building. Check Brightwheel for any special instructions relating to specific changes in drop-off due to weather or other unusual conditions.

Pick-up Procedure

JCC Kids & Camp Ruach pick-up will be at the main building from 4:30-5:30 every day, unless otherwise specified. Use your assigned key fob to enter the building during the pick-up window and check the posted schedule in the Youth Programs Wing to locate your child's group. **Check with their group leader to officially sign-out your child.**

Procedure for authorized pick-up persons who are NOT immediate caregivers in the household and have not been issued a key fob: Ring the doorbell and the receptionist will answer. Receptionist will ask for ID and check to make sure it matches the authorized pick-up list. Authorized person will be allowed to enter and pick-up the child from the classroom.

Drop-off and Pick-up outside of normal timeframe will need to be arranged with the Youth Programs Directors in advance and may result in your child missing important parts of the day. Unannounced late drop-offs will not be permitted. Families who pick up their child later than 5:30 pm will be billed and invoiced at a rate of **\$1 per minute with a \$5 minimum on your Daxko account.** If you know that you are running late, please contact staff on Brightwheel as to when you will be arriving. If children are left unattended before program begins, dropped off without being signed in properly, or left unclaimed without proper contact for longer than an hour after closing, we are required by law to contact DHHS.

Program Features

All Group Leaders receive CPR/1st Aid certifications, Basic School Age Care certifications, and numerous hours of additional training.

Groups can have between 10-25 children of similar age. Groups with more than 20 children will have at least 2 group leaders. JCC Youth Program Groups always follow the enhanced ratios under NC DHHS licensing and strive to provide even higher standards of care than that.

Judaic Content is important to the JCC. As such, Jewish beliefs and customs are at the core of our camp program. As part of sharing Jewish tradition, we strive to celebrate Shabbat every Friday with challah and blessings. All of our Judaic content and activities are a source of great joy and pride in our community. While we are based in Judaic values, we are an inclusive program and aim to make all feel welcome, regardless of cultural or religious background.

Chugim (Choices/ Clubs) will be offered throughout the week at Camp Ruach and throughout the year at JCC Kids. Chugim are designed to let the kids pick the activities that they are most excited for as well as allowing the staff to teach their passions.

The Rules Rule is an important aspect of our programming philosophy. While try not to require children to participate in activities that don't interest them, we do ask that all children hear the rules for the activity/space before making the decision to participate or not. This allows us to ensure that children and staff are on the same page regarding expectations throughout the day. It also allows children to change their mind and join activities they weren't initially interested in without missing a beat.

Swimming is a part of Camp Ruach. On swim days everyone will need to come in their swim gear and bring a towel and water-proof bag for after swimming. Lifejackets and puddle-jumpers are available at the pool for children who need them.

Swim Days at Camp Ruach will be Monday, Wednesday, and Friday mornings during the summer, weather permitting. Once a week we will offer special swim activities like kayaking, key-log rolling, etc.

Weekly Camp Ruach Traditions

Morning Ruach is an all-camp gathering held at the start of camp to celebrate the upcoming camp week/day, and to get the kids pumped up!

Camp Achievement Charms can be earned throughout Camp Ruach programming. These charms serve as a physical reminder of the all the fun had and milestones met at camp. Charms are to represent personal adventures, achievements, and growth at camp.

The Ruach Rock is a mystical magical amethyst of mysterious origin. Each week the camper deemed to have the most Ruach(spirit) that week is awarded with a fragment of the stone and honored in front of the whole camp.

The Kehilah Cup is our amazing trophy. Throughout the week camp groups compete to have the most Kehilah (community). The group that receives the Kehilah Cup most often through the summer will have their name inscribed on the Kehilah cup.

Kehilah Lunch is a camp wide event every Friday presented by the Geshher campers and LiTs. Kehilah Lunch serves to bring that overnight-camp feel to the day-camp setting by replicating the mess hall experience and providing lunch for the whole camp.

Policies and Disclaimers

Swim Test Policy A swim test must be passed before a child may swim in the deep end. The test will be administered by a JCC Lifeguard and consists of swimming the length of the pool and treading water for one minute. This allows us to assess your child's ability to swim and helps keep our children safe. The swim test may be taken once per week. Middle-Schoolers will not be required to take the swim test, unless deemed necessary by JCC Staff.

Locker Room Policy

Campers will not be permitted to change in locker rooms. We will provide pop-up tents that children may use to change in if they wish or they will be given time to change once we arrive back at the main JCC building.

Photographs/ Electronic Release

We often take photographs of children as they participate in our programming. These photos will be shared with parents through the Brightwheel app and other parent communication platforms. They may also appear in our newsletters, website, or be used by the Asheville JCC for program or event promotion-purposes. If you prefer that your child's image not be included in our promotional materials, please indicate that in the Enrollment Packet. We will do our best to respect caregiver's preferences but cannot promise that your child's image won't be shared.

Lost and Found Policy

The JCC is not responsible for any lost and/or damaged belongings brought into our programs. To minimize this risk, we ask that children only bring belongings on the What to Bring list. Lost and Found items are kept in a designated place. Items not collected by the end of each week may be donated.

Emergency Closings

The Asheville JCC will close in case of a weather or utility emergency. The Asheville JCC staff will do our best to alert parents via Brightwheel, text message, and/or email. If you are unsure, please reach out through Brightwheel. In the event that program must close early, you will be notified through Brightwheel and you **or an authorized pick-up person** must arrive promptly to pick up your child. There are no refunds for days missed due to weather or other unforeseen emergencies.

Child Abuse Policies

All JCC childcare staff are well trained in how to properly care for children, and how to recognize and respond to suspicions of child abuse and maltreatment. All staff are mandated reporters, meaning we are legally required to report any instance of observed or suspected child abuse, or evidence of neglect to DSS.

First Aid Policies

All staff members on duty with children have First Aid and CPR training. If your child has a minor injury (small cut, scrape, bruise, etc.) you will be notified with a written incident report upon pick up. For more serious injuries, including all head injuries, you will be contacted by phone in a timely manner. If an injury needing serious medical attention should occur, the staff will follow the medical emergency plan of the JCC, and will call you immediately. In an emergency situation, the staff will call emergency services. You or your emergency contact will then be contacted. After the EMTs arrive, the EMTs will determine what further actions should be taken. You will be responsible for any medical charges incurred on behalf of your child.

Health & Illness

Excluding from program

In order to help us prevent the spread of illness among our staff and children, we ask that you please keep sick children at home, if children develop symptoms while at program, you will be notified and asked to pick them up in a timely manner.

We are required to exclude sick children from our program based on these NCDHHS and JCC guidelines:

1. **There is a fever of over 100 degrees.** If your child develops a fever, they must be fever free - without fever medication, for at least 24 hours before returning to our program.
2. **There is diarrhea or vomiting.** If your child has diarrhea or vomiting, they must exclude for 12hours without another episode before they may return to program.
3. **It's a contagious situation such as COVID-19, strep throat, viral blisters (chicken pox), impetigo, conjunctivitis, Measles, or lice.** A child must be fully recovered for at least 24 hours before child returning to our care.

Medication

Regarding medications please be aware that the state of North Carolina requires us to:

1. Obtain a signed consent form to administer any over-the-counter, homeopathic or natural, or prescription medications. This form, due every 6 months, must specify dosage, times, and dates to be administered. Consent forms for prescription medications must have a physician's signature. **Medication, and/or sunscreen should be submitted to the youth programs office.**
2. Dispose of any medication that is left with us past the end date specified on the consent form. (We cannot keep medicine here without an up-to-date, signed consent.)
3. Dispense only medications that are in their original, labeled containers. We must therefore refuse any medication that is brought in any other container.

Please note: Sunscreen, hand sanitizer, bug repellent, cough drops, hand lotion, and Chapstick are ALL considered to be medications by North Carolina DHHS. Please do not send these items with your child. They must be signed in and held by staff. We must obtain a separate permission form, signed by the parents, in order to use these items on your children while they are in our care. Your child's group leader will be responsible for holding and administering the medication. Emergency medication will be stored on the group leader's person at all times. Non-emergency medication and regularly scheduled medication will be kept locked in the youth programs office when not in use.

JCC Kids Immunization Policy

North Carolina General Statute 130A-152(a) requires immunizations for every child in this state.

All children entering Camp Ruach/JCC Kids must have an immunization record on file prior to admission. We will accept the Child in Care Medical Statement signed and dated by the physician or a copy from the physician's office.

The immunization record must include:

- Name of child
- Name of parent/guardian
- Child's birth date
- Vaccine administration dates
- Date of issue
- Name and address of physician
- If applicable: physician-verified history of disease, laboratory evidence of immunity, or medical exemption.

Parents are required to provide updated immunization records each time their child receives a vaccination. Parents of children with missing or overdue vaccinations have 14 business days to submit an updated copy of their child's immunization record. **Failure to comply within 14 business days of program start will result in the child being excluded from Camp Ruach/JCC Kids until the child is caught up.**

Vaccines currently Required to attend childcare in NC are:

Diphtheria/Tetanus/Pertussis(DTap), Polio, Haemophilus Influenza type B(Hib), Hepatitis B, Measles/Mumps/Rubella(MMR), Varicella/ Chicken Pox, Pneumococcal conjugate

Recommended but not required vaccines are: Rotavirus, Hepatitis A, Influenza, Covid-19

Medical Exemption

Purpose:

- The Buncombe County Health Center, the American Academy of Pediatrics, the American Academy of Family Physicians, and the Centers for Disease Control and Prevention all strongly recommend that the vaccines be given according to recommendations. Vaccines are less effective when large numbers of parents opt out. The more who opt out, the less protected all children become.
- North Carolina Immunization Law (G.S. 130A-155 (c) requires all licensed child care facilities to submit an annual immunization report. The purpose of this report is to ensure that all children enrolled in the program are protected against vaccine preventable diseases and to determine the number of children who meet state immunization requirements.
- Camp Ruach/JCC Kids will maintain a current and complete list of children who are susceptible to vaccine preventable disease(s) so they may be rapidly identified in the event of an outbreak.

Susceptible Children are those that:

- Have not submitted an immunization record
- Have been granted a medical exemption
- Are "in process" of being immunized
- Have not received adequate or valid doses of the required vaccines
- Have not provided an "acceptable proof of immunity"

Effective Dates:

- All children who are susceptible to vaccine preventable disease(s) must be working towards immunizing their children on a standard schedule no later than August 2016.
- All children who are /become enrolled in camp Ruach/JCC Kids from June 2016 on, must be immunized on a standard schedule.

If a licensed physician certifies in writing that the child has a health condition which is a valid contraindication to receiving a specific vaccine, then a permanent or temporary exemption may be granted. This statement must specify those immunizations which may be detrimental and the length of time they may be detrimental. In the event of an outbreak, medically exempt children will be excluded from care to avoid potential complications of the disease. The length of exclusion will depend upon the incubation period of the particular disease. The Department of Health will be consulted if an outbreak does occur.

Expectations of Youth Programs, Parents, and Participants

Camp Ruach/JCC Kids Expectations

- To treat children, other staff, and other parents with Kavod-respect and dignity.
- To provide a positive and safe environment for all children.
- Ensure proper supervision of children at all times.
- Provide enrichment that meets the developmental needs of children.
- To provide caring staff who show genuine respect for children and families,
- To provide positive role models who model healthy and appropriate behaviors, habits, and attitudes for staff, participants, and families.
- To keep parents informed about Youth Programs goings-on through regular emails, flyers, and personal communication.
- To promptly notify parents about concerns regarding their child's health or behavior.

Parent's Expectations

- To treat children, staff, and other parents with Kavod; respect and dignity.
- To respect and adhere to the rules and policies of the Asheville JCC and Camp Ruach/JCC Kids.
- To share concerns with staff members about your child's behavior, and work with staff to find an agreeable solution.
- To keep your child's files complete and up to date. It is your responsibility to inform us immediately of any changes in your information, including changes in contact information, approved pick-ups, or medical information. Message Directors on Brightwheel with any changes or additions.
- To read communications in a timely manner, including information in parent handbook.
- To direct questions or concerns to the JCC staff listed in this handbook.
- To model healthy and appropriate behaviors, habits, and attitudes for staff, children, and families.

Participant's Expectations

- To treat other children, staff, and parents with Kavod; respect and dignity.
- To observe the rules and policies of the Asheville JCC and Camp Ruach/JCC Kids
- To adhere to the Behavior Guidelines outlined in this handbook and explained within child's group.
- To model healthy and appropriate behaviors, habits, and attitudes for other participants
- To treat all participants staff, and parents with respect and dignity.
- To participate and have LOTS of fun!

Behavior Guidelines

The JCC wants all of our children to have a great time when they participate in the Camp Ruach/JCC Kids program. We feel that it is our responsibility to engage the kids in fun and meaningful group activities that give them a sense of belonging and freedom of expression. We understand that praise and positive reinforcement are effective methods of behavior management. We also understand that we must act as role models for the children, consistently demonstrating kindness, good communication and respect. We will pay attention to their interests, set clear guidelines for them, and maintain consistency in our interactions with them.

We will make every effort to help participants understand acceptable and unacceptable behaviors. It is therefore important that children enrolled in our programs are able to follow behavior expectations, take direction, and fully participate in program activities.

Parents/Guardians are required to inform the Asheville JCC in writing of any special circumstances that may affect the child's ability to participate fully, and to stay within the guidelines of acceptable behavior. These special circumstances include behavioral struggles, as well as any psychological, developmental, medical, or physical conditions.

When needed, one-on-one counselors provided by parents/guardians, may be welcome in our program to help assist a child with special needs to participate and follow our behavior expectations. The Asheville JCC is not responsible for providing one-on-one care. Children enrolled in our programs without a parent-provided one-on-one must be capable of:

- participating in a group care environment with a ratio of 2 staff to 15-25 children.
- Self-toileting
- Staying with group without elopement

Behavior Expectations

- Children must cooperate with staff and follow directions.
- Children & families must respect other children, families, staff, JCC equipment and facilities, as well as outside properties visited.
- Children must stay with their designated group, adhering to our supervision requirements.
- Children must refrain from any behavior that threatens the physical or emotional safety or well-being of any staff person or child in our program, including themselves.

Behaviors that are unacceptable include, but are not limited to:

- Physical violence of any kind
- Bullying, use of foul, inappropriate, or explicit language
- Taking or defacing the property/ belongings of someone else, or the property/belongings of the JCC
- Gossiping, writing, or shouting mean/nasty things at/about someone
- Verbally or non-verbally threatening someone
- Elopement/ leaving group area without permission or supervision

Discipline Policy

We strive to make sure any consequences are logical in nature and serve to correct/teach about the behavior, and are not solely punitive. Logical consequences are consequences directly relating to the disruptive action, and should be thoughtful and fair in nature. Some examples of logical consequences are as follows:

If the child intentionally disrupted group time, then they might lose a proportionate amount of free time.

If they intentionally hurt someone's feelings, then they might have to write that person an apology.

If they make a mess, they may be asked to clean it up.

If they break something, they might have to help repair it.

If a child refused to listen to the rules, then they might not be allowed to participate until they have heard them, or be made to write the rules down.

For repeated or severe misbehavior further consequences may be necessary and typically follow three steps.

Step One

1. Children who fail to meet the stated behavior expectations, or who participate in unacceptable behaviors as described above, will first be given a verbal warning by their counselor. At that time, staff will point out the

unacceptable behavior, will discuss how this behavior affects others, and will offer alternative, positive behavioral actions for the child to use. Children will be guided in an age-appropriate manner.

Step Two

2. If a child continues to have difficulty with their behavior, the child's parent/guardian will be notified (verbally in person at pick-up, with an incident report, and/or a phone call during program hours). The child will be asked to take responsibility for the problematic behavior by describing the behavior to his or her parents/guardians. **We ask that parents assist us in helping children to be accountable for their own behaviors.** A child who admits to and takes responsibility for their mistakes is taking a step toward changing the behavior. We will determine consequences for the behavior that will be designed to help change the behavior while in our program.

Step Three

3. **If the child's behavior continues to be disruptive or threatening,** the child may be subject to temporary or permanent removal from program. Parents/guardians will be contacted immediately and asked to pick up the child right away. Depending on the nature of the event, the child may be dismissed for the remainder of the day and/or suspended for more than one day. Our staff will work closely with parents to help a child succeed; however, it is ultimately the parents' responsibility to address any major difficulties that a child is having. If, after repeated interventions and attempts to help a child learn positive behaviors, the child remains unable to function in a group environment, that child may be asked to leave our program permanently.

If a child has been removed from one of our programs, a parent meeting with the Youth Programs Directors will be necessary before they may register/attend other youth programs.

These steps serve as a guideline for handling inappropriate behaviors in our programs and are not a guarantee or contract. Steps may be skipped or repeated as needed depending on the severity and scale of the behavior or patterns of behavior. Some behaviors that may lead to immediate dismissal, suspension, or expulsion from our program include:

- Bullying, fighting or other threatening, violent, or dangerous behavior
- Possession of a weapon of any kind
- Vandalism, theft, or destruction of property
- Extreme or Repeated patterns of misbehavior

Food and Snacks at the JCC

We encourage the children in our program to develop healthy eating habits and a healthy attitude toward food. JCC Kids will provide snack with 2 healthy components daily (1 snack on partial days, 2 snacks on full days). Snack menus will be posted in the youth programs hallway every week, complete with serving sizes.

Parents must provide a nutritious, meatless lunch for Camp and Full days.

North Carolina requires that we ensure all meals and snacks meet the state's nutritional guidelines. Please help us to comply, by providing at least one full serving of three (3) different food groups for lunch. Food groups to choose from are: protein, starch, fruits, vegetables, and dairy. **Please note that sweet treats (including gum and sugary or caffeinated drinks) should NOT be included in your child's snacks or lunches.** Sweets may be served on a very limited basis, for special occasions and celebrations such as birthdays. If you are planning a special celebration for your child, please contact us prior to the event.

Kehilah Lunch will take place on Fridays during camp. On these days lunch will be provided, but you may still want to send a lunch or snacks for any picky eaters in your household.

Kosher Rules

To maintain kosher rules in the Asheville JCC facility, we ask that you not send your child with any meat or shellfish. Scaled fish such as tuna and salmon are allowed. If a group leader notices that your child has meat in their meal that doesn't adhere to these standards, the child will be asked to eat in the office with an administrator or be offered an alternative vegetarian substitute if available. This is not to shame or punish, but to ensure that those who do adhere to a kosher diet are respected. We will also contact parents to request that meat not be provided in meals.

Healthy Food Suggestions

Protein: Tofu, Soy Yogurt, Soy Cheese, Veggie "meats" (Morningstar Farms, Quorn, etc.), Soy Nut, Sesame Butter or Sun Butter (a peanut free alternative to peanut butter), Black Beans/Chickpeas, Tuna, Salmon

Dairy: Organic Yogurt, Milk, Cheese

Starch: Whole Wheat Bread, Graham Crackers, Pretzels, Breakfast Cereals, Bagel, Whole Wheat Pita, Goldfish Crackers

Drinks: Water, 100% Fruit Juice, Gatorade, Powerade

Food Allergies

Food allergies can be life-threatening. If there is a severe allergy in your child's group and we need to limit a certain food being brought in, we will let parents know in a timely manner. We strictly enforce a "No Food Sharing" policy to ensure that we are doing everything we can to prevent possible exposure to allergens. Please remind your children of this.

If your child has a food allergy or other similarly serious allergy, please let us know about it and how severe/serious the allergy is before they attend program, so that we can be properly prepared. Group Leaders will provide a safe eating space for children with food allergies.

What to Bring Each Day

To prevent loss, please make sure that all items your child brings are labeled with their name. The Asheville JCC is not responsible for lost or stolen items. Camp is an inherently messy experience, and we wouldn't want it any other way. Please plan accordingly. Don't send children in clothing that can't get dirty. **On hot days we will have water play. This is a regular, daily occurrence at camp. We also recommend that children keep a change of clothes handy for when they get dirty or wet, including a pair of shoes that can get wet or dirty.**

What to bring for After School

- Backpack (with a JCC label and their name on it) **The JCC will provide labels for all bags**
- Water bottle

What to bring for Camp Ruach/ Full Days

- Backpack (with a JCC label and their name on it) **The JCC will provide labels for all bags**
- Water bottle
- Lunch Kosher-Dairy/Vegetarian on all full days
- Swimsuit (worn under clothing on swim days)
- Towel
- Spare change of clothes for after swimming and/or when your child gets dirty (and they will)
- Sneakers that can get dirty—**all sandals should have heel straps**
- Camp Achievement Charms (given out on Mondays and used to track campers' personal growth)
- ***Camp Ruach! (Camp Spirit!)***

It is important to dress your child appropriately for the weather every day. If you have specific concerns about what to bring each day, please discuss this with your child's counselor. With the exception of severe weather, camp programs will continue outdoors as scheduled, even in rain.

What NOT to bring to Camp

Unless specifically asked by a JCC Kids group leader, please do not send your child with

- Cell phones
- Candy/ gum
- Electronics
- Toys, dolls, or stuffys
- Trading cards (ie- Pokemon)
- Money
- Over-the-counter or topical medicines
- Floats/puddle jumpers/ life jackets/ (the pool provides these, and bringing your own could result in loss)

Camp provides supplies to have fun, and items from home could get damaged or lost. If your child needs to bring a small fidget or book for down time, they may do so, but they may be asked to put it away if it becomes distracting/disruptive.

Backpack Policies

Because Camp Ruach activities are spread out, your child will typically take their backpack and all belongings with them from place to place each day. Keep this in mind, and please try to pack their bags lightly. In an effort to ensure the safety of all children, the Asheville JCC staff reserves the right to check any bag that is brought into our program.

Gesher Policy

Field Trips

- As Gesher is the oldest and most adaptable group, they leave the JCC on field trips multiple times during an average week at Camp Ruach. These trips are often less structured and are sometimes planned on the day of (due to the agency that Gesher campers have over their day) however everyone is back on premise by scheduled pick up time.

Phones

- Phones are not allowed at Camp Ruach. Camp staff will communicate any needs or schedule changes to caregivers through Brightwheel.

Money

- Gesher students are allowed to bring money to camp as they sometimes have opportunity to spend it, however a group leader may veto any purchase that the camper wants to make if it is deemed dangerous or not camp appropriate.

Privileges and Responsibilities

- Gesher campers are given more privileges and responsibilities than the rest of camp because they can handle them (extra swim time, autonomy, cooking, planning, extra field trips, walking field trips, etc.). We are always happy to give them space to grow into even more responsible and self-sufficient individuals, but these ARE privileges, and they can be revoked if need be.

Summary of NC Child Care Law and Rules

Summary of the North Carolina Child Care Law and Rule for Child Care Centers

What is Child Care?

The law defines child care as:

- three or more unrelated children under 13 years of age
- receiving care from a non-relative
- on a regular basis, at least once a week for more than four hours per day but less than 24 hours.

It is only when all of these conditions exist that regulation is required. The North Carolina Department of Health and Human Services is responsible for regulating child care. This is carried out through the Division of Child Development and Early Education. The purpose of regulation is to protect the health and well-being of children while they are away from their parents. The law defining child care is in the North Carolina General Statutes, Article 7, Chapter 110. The North Carolina Child Care Commission is responsible for adopting rules to carry out the law. Some counties and cities in North Carolina also have local zoning requirements for child care programs.

Child Care Centers

Licensing as a center is required when six or more children are cared for in a residence or when three or more children are in care in a building other than a residence. Religious-sponsored programs are exempt from some of the regulations described below if they choose not to be licensed. Child care centers may voluntarily meet higher standards and receive a license with a higher rating. Centers will be visited at least annually to make sure they are following the law and to receive technical assistance from child care consultants.

Two through Five Star Rated License

Centers that meet the minimum licensing requirements will receive a one-star license. Programs that choose to voluntarily meet higher standards can apply for a two through five-star rated license. The number of stars a program earns is based upon the education levels their staff meet, the program standards met by the program, and one quality point option.

Child Abuse, Neglect, or Maltreatment

Every citizen has a responsibility to report suspected child abuse, neglect or maltreatment. This occurs when a parent or caregiver injures or allows another to injure a child physically or emotionally. It may also occur when a parent or caregiver puts a child at risk of serious injury or allows another to put a child at risk of serious injury. It also occurs when a child does not receive proper care, supervision, appropriate discipline, or when a child is not in a safe environment. **North Carolina law requires any person who suspects child maltreatment at a child care facility to report the situation to the Intake Unit at Division of Child Development and Early Education at 919-814-6300 or 1-800-859-0829.** Reports can be made anonymously. A person cannot be held liable for a report made in good faith. **North Carolina law requires any person who suspects child abuse or neglect in a family to report that to the county department of social services.**

Parental Rights

- Parents have the right to enter a center at any time while their child is present.
- Parents have the right to see the license displayed in a prominent place.
- Parents have the right to know how their child will be disciplined.

How to Report a Problem

North Carolina law requires staff from the Division of Child Development and Early Education to investigate a child care center when there has been a complaint. Child care providers who violate the law or rules may be cited for violations of child care requirements and may be issued an administrative action, fined, and/or may have their licenses suspended or revoked. Administrative actions must be posted in the facility. If you believe that a child care provider fails to meet the child care requirements, or if you have questions, please call the Division of Child Development and Early Education at 919-814-6300 or 1-800-859-0829.

Licensed centers must, at a minimum, meet requirements in the following areas. Education and Training

The administrator of a child care center must be at least 21 and have at least a North Carolina Early Childhood Administration Credential or its equivalent. Lead teachers in a child care center must be at least 18 and have at least a North Carolina Early Childhood Credential or its equivalent. If administrators and lead teachers do not meet this requirement, they must begin credential coursework within six months of being hired. Staff younger than 18 years of age must work under the direct supervision of staff 21 years of age or older. All staff must have current certification in CPR and First Aid. All staff must complete health and safety training and a minimum number of ongoing training hours annually. ITS-SIDS training is required the administrator and any caregiver that works with infants 12 months of age or younger. One staff member must complete the Emergency Preparedness and Response in Child Care training and plan.

Criminal Background Checks

Criminal background qualification is a pre-service requirement. All staff must undergo a criminal background check initially, and every five years thereafter.

Reviewing Facility Information

From the Division's Child Care Facility Search Site, the facility and visit documentation can be viewed
<http://ncchildcaresearch.dhhs.state.nc.us/search.asp?lang=English>
 A public file is maintained in the Division's main office in Raleigh for every licensed center. These files can be viewed during business hours (9am-5 pm) by contacting the Division at 919-814-6300 or 1-800-859-0829 or requested via the Division's web site at <https://ncchildcare.ncdhhs.gov/>

Staff/Child Ratios

Ratios are the number of staff required to supervise a certain number of children. Group size is the maximum number of children in one group. The minimum staff/child ratios and group sizes for single-age groups of children in centers are shown below and must be posted in each classroom. A sample staff/child ratio chart can be found on the DCCOE website under "Provider Documents and Forms".

Age	Teacher: Child Ratio	Maximum Group Size
0-12 months	1:5	10
12-24 months	1:6	12
2 to 3 years old	1:10	20
3 to 4 years old	1:15	25
4 to 5 years old	1:20	25
5 years old and Older	1:25	25

Centers located in a residence licensed for six to twelve children may care for up to three additional school-age children, depending on the other children in care. When the group has children of different ages, staff/child ratios for multi-age groupings are outlined in the child care rules and require prior approval

Space and Equipment

There are space requirements for indoor and outdoor environments that must be measured prior to licensure. Outdoor play space must be fenced. Indoor equipment must be clean, safe, well-maintained, and age appropriate. Outdoor equipment and indoor furnishings must be child size, sturdy, and free of hazards that could injure children.

Record Requirement

Centers must keep accurate records such as children's, staff, and program. A record of monthly fire drills and quarterly shelter-in-place or lockdown drills practiced must also be maintained. A safe sleep policy must be developed and shared with parents if children younger than 12 months are in care. Prevention of shaken baby syndrome and abusive head trauma policy must be developed and shared with parent of children up to five year of age.

Curriculum and Activities

Four and five-star programs must use an approved curriculum in classrooms serving four year old children. Other programs may choose to use an approved curriculum to earn a quality point for the star-rated license. The Division website maintains a list of approved curriculums for four-year-old children. Activity plans must be available to parents and must show a balance of active and quiet activities. A written activity plan that includes activities intended to stimulate the developmental domains, in accordance with North Carolina Foundations for Early Learning and Development. Rooms must be arranged to encourage children to explore and use materials on their own and have choices.

Health and Safety

Children must be immunized on schedule. Each licensed center must ensure the health and safety of children by sanitizing areas and equipment used by children. Meals and snacks must be nutritious and meet the Meal Patterns for Children in Child Care. Food must be offered at least once every four hours. Local health, building, and fire inspectors visit licensed programs to make sure standards are met. All children must be allowed to play outdoors each day (weather conditions permitting) and must have space and time provided for rest. They must provide age-appropriate toys and activities. Centers must complete the Emergency Preparedness and Response in Child Care training and plan.

Transportation

Child care centers providing transportation for children must meet all motor vehicle laws, including inspection, insurance, license, and restraint requirements. Children may never be left alone in a vehicle and child-staff ratio must be maintained.

Discipline and Behavior Management

Each program must have a written policy on discipline, must discuss it with parents, and must give parents a copy when the child is enrolled. Changes in discipline policy must be shared with parents in writing before going into effect. Corporal punishment (spanking, slapping, or other physical discipline) is prohibited in all centers. Religious-sponsored programs which notify the Division of Child Development and Early Education that corporal punishment is part of their religious training are exempt from that part of the law.

The law and rules are developed to establish minimum requirements. Most parents would like more than minimum care. Child Care Resource and referral agencies can provide help in choosing quality care. For more information about choosing quality child care, parent resources and/or the in North Carolina law and rules, contact the Division of Child Development and Early Education at 919-814-6300 or 1-800-859-0829; or visit our homepage at <https://ncchildcare.ncdhhs.gov/>

This summary shall be posted for the public to view in accordance with G.S. 110-102



Division of Child Development and Early Education
 NC Department of Health and Human Services
 1915 Health Service Way Raleigh, NC 27607

Child Care Commission
<https://ncchildcare.ncdhhs.gov/Home/Child-Care-Commission>

Revised November 2025

Can be found at:

https://ncchildcare.ncdhhs.gov/Portals/0/documents/pdf/S/Summarynorthcarolinachildcarelaw_center_poster.pdf?ver=CgcwP_qAfs2WExf7ahTwHg%3D%3D

Swimming, Transportation, & Activities Release,

Indemnification of all Claims and Covenant Not to Sue

STATE OF NORTH CAROLINA

ASSUMPTION OF RISK AND RELEASE OF LIABILITY

COUNTY OF BUNCOMBE

'Camper or Child'

In exchange for participation of my child ("Camper") in the "Summer Day Camp Program" ("Program") located at Jewish Community Center of Asheville ("Camp") owned and operated by Jewish Community Center of Asheville, Inc. ("JCC"), a North Carolina corporation, the undersigned parent or legal guardian ("Legal Representative") of Camper agrees to the following on behalf of and for the benefit of the Camper:

1. Program Rules and Protocols; Follow Directions. Legal Representative acknowledges that he or she has read and understands the Program Rules and Protocols ("Rules") attached hereto as Exhibit "A". Legal Representative will go over the Rules with the Camper to encourage understanding and compliance therewith. Legal Representative understands that the Rules may change from time to time at the JCC's sole discretion and any changes shall be posted in Camp facilities and on the Camp website. Legal Representative further agree to encourage Camper to comply with any other posted rules and/or signs and follow any oral instructions or directions given by JCC, its employees, agents, and/or independent contractors.

2. Assumption of Risk . Legal Representative acknowledges and understands that participation by Camper in the Program and the use of Camp facilities may involve certain risks of personal injury(ies), illness, permanent disability, and/or death ("Risks"). These Risks include, but are not limited to: exposure to and/or infection with Covid-19 and/or other viruses and/or bacterial infection; participation in recreational activities, including but not limited to sports, outdoor activities, swimming, archery, crafting, hiking, climbing; contact with wild life and/or domesticated animals; exposure to inclement weather, and changing and/or harsh temperatures; exposure to allergens; exposure to open fires; limited or inaccessible medical facilities. Legal Representative assumes the Risks on behalf of Camper, both known and unknown, of participating in the Program and using the Camp facilities. These Risks cannot totally be eliminated without destroying the necessary features and unique character of the Program and the Camp facilities. Regarding Covid-19, Legal Representative understands that even if the Camp follows all guidelines for the prevention and handling of Covid-19, there is still a Risk that Camper could contract the disease. 3. Release from Liability . On behalf of Camper, Legal Representative agrees to waive,

discharge claims, and release the JCC, its directors, employees, agents, and independent contractors from any and all liability relating to the Risks resulting from Camper's participation in the Program and/or use of Camp facilities. In addition, the JCC shall have the benefit of any future liability immunity or protection related to the Covid-19 pandemic which applies to organizations or businesses passed by any governmental entity to which JCC is subject.

4. Indemnification . Legal Representative agrees to indemnify and defend the JCC against all claims, causes of action, damages, judgments, costs, and/or expenses, including attorneys' fees and other litigation costs, which may arise from Camper's participation in the Program and/or use of the Camp facilities.

5. Applicable Law . This Assumption of Risk and Release of Liability shall be governed and construed by the laws of the State of North Carolina. Any action related to this Assumption of Risk and Release of Liability shall be commenced and prosecuted exclusively in the courts of Buncombe County, North Carolina.

6. Attorney Fee Provision . In any action related to this Assumption of Risk and Release of Liability, the prevailing party shall recover attorneys' fees from the non-prevailing party, as well as other expenses related thereto.

7. Severability . The invalidity or unenforceability of any provision of this Assumption of Risk and Release of Liability, whether standing alone or as applied to a particular provision or circumstance, shall not affect the validity or enforceability of any other provision herein or other applications, as the case may be.

8. Binding on Successors. The provisions of this Assumption of Risk and Release of Liability are binding upon Legal Representative, Camper, and their heirs, executors, administrators, assigns, or successors-in-interest.

LEGAL REPRESENTATIVE HAS READ THIS DOCUMENT IN ITS ENTIRETY, AND FREELY AND VOLUNTARILY ASSUMES THE RISKS SET FORTH HEREIN. KNOWING THE RISKS, LEGAL REPRESENTATIVE WISHES FOR CAMPER TO PARTICIPATE IN THE PROGRAM AND USE THE CAMP FACILITIES ON THE TERMS SET FORTH ABOVE.