



## SADDLEWOOD

CYC School-Age Childcare programs are licensed by the New York State Office of Children and Family Services.

Welcome new and returning families! We hope you had a great summer break! My name is Chelsea, and I'm this year's before-school and after-school program supervisor. This will be my 10<sup>th</sup> school year with CYC and my 4<sup>th</sup> year at Saddlewood. Mackenzie will be our head counselor and is returning for her 3<sup>rd</sup> school year at Saddlewood. Our before-school staff are Mackenzie, Skylar, and Kenyetta. Our after-school staff counselors are Mackenzie, Kathryn, Ashley, Kylie, Skylar, and Kaitlyn.

This month we will have a "Back to School" theme. Please check our weekly schedule for more details on planned crafts and activities. If you have any empty toilet paper/paper towel rolls and would like to donate them for crafts, please bring them in and leave them with me or Mackenzie.

### IMPORTANT INFO:

- Parents are not allowed inside the school building or the program space. A phone number will be posted on the program door; please call when you're ready to pick-up your child. Please maintain a 3-ft. distance between each other if you happen to be at the door with another family.
- Staff and children must always wear masks while inside the program space. Children will have regular mask breaks and masks will be optional when outside.
- All children and staff must wash their hands as soon as they enter the program space, and if hand washing is not possible, hand sanitizer will be provided.
- Children will maintain a 3-ft. social distance and will be divided into groups with a designated counselor. Groups will rotate between stations of crafts, activities, the gymnasium and outside.
- Please review the new [Allergy & Anaphylaxis Policy](#).
- No toys from home will be allowed this year. This will allow CYC to properly clean and disinfect at the end of each day.
- Toys and tables will be disinfected and cleaned daily.
- CYC is not providing snacks this year, so please pack a snack for after-school.
- Children will spend time outdoors every day (weather-permitting). Proper footwear is required for gym and playground play!

If you have any questions, comments, or concerns please don't hesitate to speak to me or Mackenzie. We are looking forward to another great school year!

~Chelsea & Staff

### IMPORTANT DATES

September 16 (Thurs) – Yom Kippur  
No school / no program

### LOOKING AHEAD

October 8 (Fri) – Prof. Dev. Day  
*Vacation Camp not yet confirmed*

October 11 (Mon) – Columbus Day  
No school / no program

**CYC IS HIRING!!** Refer as many applicants as you wish and receive an account credit of \$250 for each one that successfully completes 3 months of employment. [Click here](#) for more info!



[Register today](#) for CYC's 5K Walk/Run and FREE Kids run! Sunday, Sept. 26<sup>th</sup> @ Ciccotti Center. [Click here](#) for more info!

### IMPORTANT REMINDERS:

- ❖ CYC promotes a NUT FREE environment. This means that any food provided by CYC will be nut/tree nut free. However, children are allowed to bring snacks from home which may or may not be nut free. In the event that a child enrolls with a "Life Threatening" allergy, this policy is subject to change.
- ❖ Before-school drop off begins at 7:00 am and after-school pickup is no later than 6:00 pm
- ❖ Children must be signed in at drop-off and signed out at pick-up
- ❖ Electronics are not allowed at program (unless otherwise noted)
- ❖ CYC is not responsible for lost, stolen, or damaged items brought from home.

### CONTACT US

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