



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PARENT HANDBOOK

Before & After School Achievement Academy
2017-18 School Year



Taylor Family YMCA

50 N. McLean Blvd, Elgin, IL 60123 | 847.888.7410 | www.taylorymca.org



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

Dear Parents/Guardians,

My name is Chris MacMillan, and I am the Director of School Age Child Care Programs at the Taylor Family Branch YMCA. As someone who has worked with children my entire adult life and as a parent myself, I appreciate your interest in our programs, and welcome you to the ASAA Program Family!

I have worked with children for most of my life; from working as a preschool teacher, to running the Child Watch Department here at the Taylor YMCA for 6 years, as an Afterschool Coordinator for 4 years at our Gilberts afterschool site, then as the School Age Child Care Coordinator for all of the Taylor Afterschool Program sites for the last 4 years and now as the Director for all of the school age programs. I have loved building my career within the YMCA Child Care Programs. I have also always appreciated the joys and challenges of working with children, and have pledged myself to provide the best possible care and enrichment opportunities to the children within our YMCA ASAA Program.

My goal is to get to know every child within our program, to understand and adapt to their needs while providing an enriching yet fun atmosphere for them to learn and grow. With this in mind, I invite you to consider me a partner in this process of educating your child, and welcome your feedback when it comes to our programs and the needs of your child.

I am looking forward to getting to know all of our ASAA families. If you have any questions or concerns about the program or what our care entails, please do not hesitate to contact me at your convenience. We thank you for choosing our child care program!

With Warm Regards,

*Chris MacMillan, Director School Age Child Care Programs
Taylor Family Branch YMCA
50 North McLean Blvd, Elgin, IL 60123*

(224) 699-5803 | Chism@gcfymca.org

YMCA MISSION

The Taylor Family YMCA is a branch of the Golden Corridor Family YMCA Association. The Y is a multi-service, human-services, not-for-profit, and charitable, membership organization. Christian in its heritage and philosophy, it is non-denominational in its delivery of services and in its membership. The Association is committed to developing the spirit, mind, and body of all persons in a positive, healthy, family-oriented environment through quality leadership, programs, services, and facilities.

OUR CAUSE

Strengthening communities is our cause. Every day we work together side-by-side with our neighbors to ensure that everyone regardless of age, income, or background has the opportunity to learn, grow, and thrive. Our strength is in community; making the Y a non-profit like no other.

INCLUSION POLICY

The YMCA fully embraces the Americans with Disabilities Act and strives to ensure children with special needs feel welcome in YMCA Programs. The Before & After School Achievement Academy Program provides services to all children. However, the Achievement Academy Program is a group-centered program, and is not designed to provide one-on-one care. Although a group environment works well for many children, if your child regularly needs one-on-one care to consistently thrive, a group environment may not be the best choice. If the YMCA determines that a child requires individualized attention, the YMCA shall immediately discuss this issue with the child's parents. Parents shall be reminded of the above policy. Together the YMCA and parents shall attempt to work out a solution in a cooperative and caring manner, or refer the child to a more suitable program.



PROGRAM INFORMATION



Philosophy & Description of Daily Program

Our goal is to provide a safe and enriching environment for school-age children in Kindergarten through Fifth Grades. The After School Achievement Academy Program provides children opportunities to gain foundational skills and help them reach their full potential by enhancing education and wellness. The Before & After School Achievement Academy Program curriculum is more than traditional child care, it is designed to provide academic enrichment, reading support, homework assistance as well as active games and activities that support physical activity.

Program Objectives

1. Create a safe, healthy, and fun environment
2. Academic achievement
3. Implement character development (caring, honesty, respect, and responsibility)
4. Build team work & physical development skills
5. Support obesity prevention
6. Appreciate diversity
7. Increase self-esteem
8. Develop social skills and community awareness

Program Operations

The After School Achievement Academy Program is not regulated or licensed by the Department of Children and Family Services (DCFS). License-exempt child care is a child care program that can legally operate without a license. Effective October 1, 2017 new DCFS regulations allow school-age child care programs located in elementary schools throughout Illinois to seek a formal license-exemption. Please know that strict requirements allow us to achieve this status by certifying all staff have completed the Illinois Department of Human Services (IDHS) mandated training for health, safety, and child development. The YMCA is currently seeking a formal exempt status.

Program Hours

Before School Care (AM): 6:30 AM until school begins through approximately 9:10 AM

After School Care (PM): 2:00 PM–6:00 PM(11:30 AM on half days)|Gilbert’s Elementary
3:30 PM – 6:30 PM (12:10 PM on Half Days| HBT & Lily Lake Elementary

YMCA Before and After School Achievement Academy Program Site Locations

<u>Elementary School</u>	<u>Address</u>	
Gilberts	729 Paperbark Lane	Gilberts
Howard B Thomas	44W575 Plato Road	Hampshire
Lily Lake	5N720 IL-47	Maple Park

****A minimum enrollment of 20 children is required to run the Taylor Family YMCA Before & After School Achievement Academy Program at our schools. Maximum enrollment numbers vary, and depend upon space available at elementary schools.

Child's Behavioral Expectations

The Taylor Family YMCA works in partnership with School Districts 300 & 301 to improve the behavior outcomes of students in every grade through Positive Behavioral Interventions and Supports System (PBIS). PBIS teaches behavioral expectations by introducing, modeling, and reinforcing desired behavior in a positive manner where students learn to be responsible for their own behaviors. Typical expectations include:



1. Be Safe

Keep hands and feet to one's self and use equipment appropriately.

2. Be Responsible

Play by the rules, listen to the staff, and respond appropriately; inform staff of issues, keep personal belongings neat and in the designated area, and clean-up after one's self.

3. Be Respectful

Keep hands and feet to one's self, use voice appropriately for the situation, use kind words, include everyone, and use good manners.

Homework

Homework, reading, and social development are the main areas of focus in the Achievement Academy Program. As such, staff are committed to ensuring that all children within our program are given at least 30 minutes a day to complete homework. Parents may notify staff if they prefer that their children complete their homework at home.

ASAA Site Telephone Directory

All YMCA Before & After School sites have a cell phone on-site and it is accessible at all times. If a child needs to contact their parent/guardian, we will be happy to help them do so from the site phone. Should you need to report your child's absence, or wish to speak with your child or the After School Achievement Academy Program Site Coordinator, please refer to the phone directory below:

Gilberts ASAA Phone	(847)961-0372
Howard B Thomas ASAA Phone	(331)442-1477
Lily Lake ASAA Phone	(331)588-5511



In the unlikely situation you are unable to connect to the Achievement Academy Program on-site cell phone, please call the YMCA for immediate assistance at 847.888.7410.

Monthly Parent Newsletters

After School Achievement Academy Program Site Coordinators will distribute weekly newsletters for parents. The newsletter will explain the upcoming themes and activities, address common concerns, and highlight any new policies or procedures, including messages from the YMCA and/or the After School Achievement Academy Program.

Personal Belongings

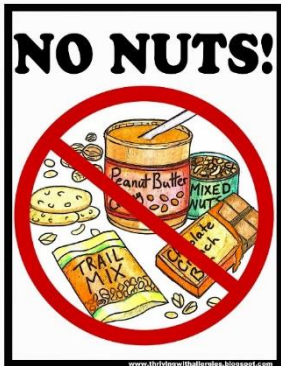
Please leave personal belongings and toys at home, including electronic games and listening devices. We cannot be responsible for personal items brought from home. Items from home could be damaged or lost, and they may promote conflict among the children.

If your child brings personal items to After School Achievement Academy Program, staff will instruct the child to keep such items in their backpack for the duration of the program.

Use of Cellphones & Electronics

The use of cellphones or other electronic devices is prohibited by children participating in the After School Achievement Academy Program. Cell phones or electronic games that are found to be in use by children during the program will be held by the Site Coordinator and returned to the parent/guardian at the time of pick-up.

Breakfast & Afternoon Snack Policy



Morning | Breakfast

The YMCA Achievement Academy Program does not provide a breakfast or morning snack. As such, **After School Achievement Academy Program parents are welcome to send a ready-made breakfast choice with their child in the mornings.** We understand the mornings are a busy time and that it may be easier for your child to eat their breakfast at After School Achievement Academy Program. However, we do ask parents to please bring nut-free food choices, as many children have now developed severe allergies to nuts. All children will be asked to wash their hands after eating any snack (per DCFS regulation Section 407.320 on hand

washing).

Suggested examples of breakfasts-to-go for kids:

- Granola bar
- Breakfast bar
- Breakfast sandwich (scrambled egg & cheese)
- Fresh fruit
- Pre-packaged Fruit Cup
- Dry cereal
- Toasted frozen (plain, blueberry, or chocolate chip) waffles
- Breakfast Muffin
- Bagel (with a side of jam, jelly, or butter spread)
- Instant Oatmeal & berries
- Banana bread
- Boxed fruit juices

Afternoon Snack- ONLY at GILBERTS LOCATION

The YMCA provides a healthy snack for all children attending the after school program session at Gilbert's Elementary only.

Afternoon Snack- ONLY at HBT and Lily Lake

The YMCA Achievement Academy Program does not provide an afternoon snack. As such, **After School Achievement Academy Program parents are welcome to send a separate snack for the afternoon.** However, we do ask parents to please bring nut-free food choices.



REGISTRATION, TUITION, & CARE SCHEDULES



Registration Procedure

Children are accepted on a first come, first serve basis, and we maintain a waiting list for ASAA Sites that are full. All registration forms are available at the YMCA Membership Services Desk. For your registration to be complete, you must submit the following documentation:

1. Registration & Consent Forms (complete and sign all necessary forms)
2. Parent Handbook Acknowledgement Form (sign and submit last page with registration)
3. Please note "Parent of Record" information below
4. Pay Registration and tuition fees

Parent(s) of Record

Please note that the parent(s) who complete the Enrollment Registration Form for their child are defined as the formal "Parent(s) of Record." The "Parent(s) of Record" are recognized by the YMCA as the individuals who have the authority to make changes, request payment information, or request copies of registration paperwork. **ONLY PARENTS WHO SIGN the ASAA Enrollment Registration Form will be considered Parents of Record.**

Registration Processing Period

The ASAA Program begins on the first day of school. If starting on a different date, the Taylor Family Branch YMCA requires a three school day processing period after receiving a COMPLETE registration packet to accurately enroll a child and inform the school.

Registration Fee

A one-time, non-refundable registration fee is due at the time of registration. The fee is \$25 per Child.

Tuition

Tuition is due on the 1st of every month and payments are divided into 10 installments for the school year (August – May). The cost of tuition varies and depends upon the care schedule selected. *(Please Note: Institute Days, ½ Days, School Holidays, Winter Break, or Spring Break are not included in the monthly payments, parents are charged for the days the children attend school per the School District 300 and 301 school year calendar.)*

Payments

We do require that you schedule automatic debits to a credit card or bank draft. Please contact Chris MacMillan at (224) 699-5803 for assistance.



Release of Personal Information Policy

Taylor Family Branch YMCA will not release any personal information regarding the child or family, unless the parent requests such release, and then only if the parent of record has signed the Release of Information form. Parents will be asked to sign a release form authorizing the YMCA to use photos of children involved in the program for YMCA publicity purposes. No photos will be released without parental consent.

2018-2019 Program Fees & Schedule

Gilberts Afterschool Program

Care Schedule*	Y/Community Member Rate	Non Member Rate
2 Day		
PM Only	\$117.00	\$127.00
3 Day		
PM Only	\$142.00	\$152.00
4 Day		
PM Only	\$175.00	\$185.00
5 Day		
PM Only	\$220.00	\$230.00

HBT/Lily Lake Before and Afterschool Program

Care Schedule*	Y/Community Member Rate	Non Member Rate
2 Day		
AM Only	\$75.00	\$85.00
PM Only	\$100.00	\$110.00
AM/PM	\$155.00	\$165.00
3 Day		
AM Only	\$100.00	\$110.00
PM Only	\$140.00	\$150.00
AM/PM	\$200.00	\$210.00
5 Day		
AM Only	\$140.00	\$150.00
PM Only	\$215.00	\$225.00
AM/PM	\$315.00	\$325.00

Care Schedule Selection Policy

The YMCA Before & Afterschool Achievement Academy Program is designed for consistency in attendance. Parents/Guardians must designate a CONSISTENT care schedule for their child to attend AM and/or PM Achievement Academy Program. The Y provides 2, 3, 4, and 5 days per week care schedules in the morning and/or afternoon Achievement Academy Program. Rotating schedules, "drop-in" schedules, or otherwise temporary schedules are not allowed and requests for such changes will be denied.



Program Enrollment Schedule Change Policy

Parents must submit a Change and/or Drop Form to the YMCA Director of School Age Child Care Education at least *two weeks prior to the start date of a planned change or drop*. Enrollment changes include drops, adds, or Afterschool Achievement Academy Program cancellation. Such changes are required to remain in effect for at least 1 month (30 calendar days) before a new change can be instituted. You will receive an email notification when the enrollment change has been processed. Please note all changes will incur a \$10 administrative change fee (which will be added to your next monthly statement).

Inform the Classroom Teacher about Your Child's Afterschool Achievement Academy Program Enrollment

The first few weeks of school are quite hectic, especially when it comes to making sure all children get to where they need to be after school. When the dismissal bell rings, kids are grouped as: bus riders, walkers, and Achievement Academy kids. Please note the After School Achievement Academy staff does not retrieve children from classrooms; YMCA staff are waiting to receive your children in the After School Achievement Academy Program Room. If your child is not present during After School Achievement Academy after school attendance, the Site Director will contact parent(s)/office immediately.

"Days Off School" Programs

Institute Days | School Holidays | Winter Break | Spring Break

The Taylor Family Branch YMCA provides "Day's Off School Programs" on most school holidays, institute days, and Winter and Spring Break at the Y campus (located at 50 N McLean Blvd in Elgin). **These days off are NOT available at ASAA school sites.** All the school buildings are closed during these days off.



Parents must complete a separate registration for the Day's Off School Programs. The fees for the Days Off Programs vary, and are NOT included in your monthly ASAA fees. Please register at least one week prior to the start of each program as these programs fill quickly.

School Cancellations | Inclement Weather Days

In instances where District 300/301 Schools cancel school due to inclement weather, or for any other reason ALL YMCA ASAA PROGRAMS WILL BE CANCELLED (NO refunds/credits will be issued). Please call the YMCA for more information @ 224.699.5803.

Half Days Off School | ASAA PROGRAMS ARE OPEN

On days that D 300/301 release early for half days the ASAA Program still runs. There are no additional fees for these days. Please ensure that your child brings a lunch for D 301 programs and extra snack for D 300 programs.

GENERAL PROGRAM PROCEDURES

Where Do I Drop-Off and/or Pick-Up My Child?

To drop-off or pick-up your child, please follow the procedures at each school listed below. Please be prepared to show your photo I.D.

Gilberts Elementary

Please come in the front door and proceed directly to the cafeteria. There will be a staff member there to greet you and call for your child. Please have your photo I.D. ready.

Howard B Thomas Elementary

Please come to the South Door. There will be a walkie talkie in a plastic box. Please use it to call for a staff member and they will come let you in. Please have your photo I.D. ready.

Lily Lake Elementary

Please come to the front door. There will be a walkie talkie on the sign stand just inside the first set of doors. Please use it to call for a staff member and they will come let you in. Please have your photo I.D. ready.

Sign-In and Sign-Out Procedures

Each child must be signed in and/or out daily by a parent/guardian or authorized adult 18 years of age or older. Children will ONLY be released to authorized adults designated on the child's emergency form. Photo identification is REQUIRED for the adult picking up or dropping off a child, with a copy of the primary and secondary guardian's photo identification provided at the time of registration.

The original registration packet for your child contained an Authorized Pick-Up form that allows us to release your child to someone other than yourself. Additions and/or drops to the child's authorized pick-up list can only be made by the primary parent of record and must be completed with notification to both the School Age Child Care Program Director as well as the staff on-site, in writing with the new pick-up contact's full name, phone number, and Driver's License number. Persons listed on the authorized pick-up list are allowed to pick-up the child unless otherwise noted by the primary parent on record. It is the responsibility of the primary parent on record to notify both the School Age Child Care Program Director as well as the staff on-site if a formerly approved pick-up contact must be removed from the list for any reason.



**** Achievement Academy Program Staff will not release children to anyone (including siblings) under the age of 18****

Late Pick-Up Policy

If a child is picked up after 6:00 PM at Gilberts Elementary and 6:30 at HBT and Lily Lake, a fee of \$20.00 is assessed for the first 10 minutes, or portion thereof, and an additional \$1.00 per minute thereafter will accrue and be charged to your monthly bill. Although we understand emergencies arise, the Y expects parents to respect the hours of operation

and the staff members time. It is important to contact your child's After School Achievement Academy Program Site Director immediately if you know you will be late. After School Achievement Academy Program Staff will then reassure your child that you are on the way.

Reporting Absences

If a child is sick or will not be attending After School Achievement Academy Program for any reason, please call the child's Achievement Academy Program site to report the absence and no later than 12 pm to notify PM staff when reporting same-day absences. When calling a site phone, please leave a message indicating: 1) date of absence, 2) the child's name, 3) spell the child's last name, and 4) your name and phone number (so you can be reached for any questions).

Parent Involvement

The Y encourages building partnerships with parents throughout the school year to enhance your child's experience in the Achievement Academy Program. Please know that your comments, suggestions, and concerns are always welcomed. Generally our program is designed for parent drop-off and pick-up of children only. However if you are interested in volunteering, the YMCA volunteer policy requires all individuals who interact with children to submit to a background check. The YMCA After School Achievement Academy Program is committed to protecting the safety of all children.

Staff-Parent Conferences

Parents may request a conference with the After School Achievement Academy Program Site Director or YMCA Director of School Age Programs at any time. *Please note parent conferences are strictly limited to include YMCA Staff and the Parent(s)/Guardian(s) only (extended family members, advisors, friends will be excluded from meeting with staff).*

Policy for Custody Disputes

YMCA staff and management make every effort to effectively communicate with parents. For those parents involved in custody, visitation, and/or other domestic disputes please understand that the YMCA will not become involved in any of these matters. These issues are best handled between you and your attorney. Children can only be released to parent/guardian who has signed the Registration Enrollment Form and/or the adults listed on the Release Authorization Form. In the event of a custody dispute, we must rely on information provided by the enrolling parent.

Parent/Guardian Code of Conduct

Parents must ensure to be respectful of the site and staff members. You are encouraged to contact the YMCA Director of School Age Programs with any immediate or critical concerns regarding the Achievement Academy Program at 224.699.5803.

Parents or guardians who display any of the following behaviors will be asked to leave the site:

- Disrespecting, confronting, intimidating, or yelling at staff
- Physical or verbal abuse of any kind
- Approaching, confronting, or correcting other children in the program
- Under the influence
- Smoking at the site

If a YMCA staff person suspects a Parent/Guardian is under the influence of alcohol/substance abuse, or observes child abuse, staff are instructed to call police. At that time, the child will NOT be released to the Parent/Guardian suspected of being under the influence. The YMCA's first responsibility is to ensure the safety of each child.

Right of Dismissal from the After School Achievement Academy Program

The YMCA reserves the right to remove a child from our program if the child, Parent/Guardian is unable to adjust and function within our program or comply with YMCA policies. The child will be dismissed with two weeks' notice. In extreme circumstances, immediate dismissal can occur at the discretion of the YMCA COO/Executive Director. Prior to disenrollment, the YMCA Achievement Academy Program staff will utilize behavioral management techniques to help re-direct disruptive behaviors. The next step is to conduct a parent conference to share what staff is observing and ask you to provide solutions to help us manage the behavior. The last step in this process is dismissal from the program.

Safety

No Firearms on School Grounds | PUBLIC SAFETY Pursuant to 430 ILCS 66/65

In Accordance with the Illinois State Police Administrative Code 430 ILCS 66/65 the possession of firearms in not allowed on public school grounds:

Sec. 65. Prohibited areas:

(a) A licensee under this Act shall not knowingly carry a firearm on or into:

(1) Any building, real property, and parking area under the control of **a public or private elementary or secondary school.**



After School Achievement Academy Program Site Emergency Preparedness & Practice Drills

Taylor Family Branch YMCA works in cooperation with School Districts 300 & 301 for Emergency Preparedness. The YMCA adapted the School Districts 300 & 301 emergency procedures to use in the District 300 & 301. YMCA staff conduct bi-monthly safety drills in the Achievement Academy Program. The YMCA is committed to keeping all children safe in our care.

FINANCIAL POLICIES

Delinquent Fees

For After School Achievement Academy Program payments that are 1 week late, child care services will be suspended until the balance is paid in full. If payment remains unpaid for three weeks, collection procedures will also be initiated. If you have circumstances that you would like to discuss, or need to work out a payment plan, please contact the School Age Child Care Director at 224.699.5803.



Returned Checks & Declined Bank, Credit Card Payment Service Fee

A \$20.00 service fee will be assessed insufficient funds and any payments declined by the bank or credit card provider.

Refund Policy for Non-Attendance Days

We do not offer credit/refunds for days a child cannot attend After School Achievement Academy Program due to illness. However, if there is an extended absence due to illness, lasting more than a week, the Y will issue a credit when a note is submitted from the child's physician. Refunds are also not issued for instances where Districts 300 & 301 cancels school due to inclement weather, or for any other reason.

YMCA Community Financial Assistance Program

The Taylor Family YMCA is a non-profit, charitable organization, dedicated to social responsibility. As such, the YMCA's annual fundraising campaign provides funding for the Community Financial Assistance Program. Low to mid-income families are invited to apply for financial assistance.



The level of financial assistance is determined by: 1) Family size & income level as it rates on the Y's adjusted fee scale; and 2) Family circumstances or special needs that arise for families that do not qualify for government assistance.

Financial Assistance applications are available at Taylor Family YMCA membership services area and online at ALL APPLICANTS MUST COMPLETE a Before & After School Program Registration Packet along with the registration fee.

Please note that funds are limited and available on a first-come, first serve basis. Parents who qualify will be notified within two weeks after submitting a financial assistance application. Parents are always responsible for FULL FEE PAYMENT unless they have been notified by a YMCA formal letter that financial assistance has been awarded.

HEALTH & WELL-BEING



Children Presenting Illness in Achievement Academy Program

The well-being and safety of children in the Achievement Academy Program are the YMCA's first priority. If a child shows signs of illness while in the After School Achievement Academy Program, such as: vomiting or fever (100 degrees Fahrenheit or greater), diarrhea, signs of infection, lice or nits, the parent/guardian will be called and required to pick up the child within one hour. This policy is enforced to ensure that other children and staff have minimal exposure to infectious diseases. A

sick child will be separated from others and allowed to rest until the Parent/Guardian arrives. The After School Achievement Academy Program staff will also report the child's illness to the school nurse. **If your child contracts a COMMUNICATIVE DISEASE, IMMEDIATELY** notify the YMCA Director of School Age Programs **(224) 699-5803 or chrism@gcfymca.org.**

Children Absent from School for Illness

On the days that children are absent from school for illness, or becomes ill during the school day, he/she will not be allowed to attend After School Achievement Academy Program. Parents are advised to keep sick children home for at least 24 hours after they stop vomiting, or do not show signs of fever without using fever-reducing drugs (any medicine that contains ibuprofen or acetaminophen), or begin taking a newly prescribed antibiotic.

Emergency Medical Care

YMCA staff are careful to ensure the safety of the children in our care, and are trained in CPR and First Aid. If a child is involved in a minor accident, appropriate first aid will be rendered by After School Achievement Academy Program staff. First Aid kits are available at each After School Achievement Academy Program site and kept stocked with basic supplies. Parents will receive an injury report for each occurrence. Parents will be notified immediately for any moderate to severe injury. If the parent cannot be reached, the After School Achievement Academy Program staff will begin to contact the child's on-record emergency contacts. For critical injuries, staff will immediately call 9-1-1 and have the child transported by ambulance to the local hospital if deemed necessary by the paramedics.

Insurance

Medical, dental, and accident insurance for each child are the responsibility of the parent. Taylor Family Branch YMCA DOES NOT provide individual insurance coverage.

Medication Dispensation

In the event that medication is necessary during the hours of care in the Taylor Family Branch YMCA After School Achievement Academy Program, the Parent(s) of Record must sign the YMCA Medication Dispensation Authorization Form to permit YMCA Achievement Academy Program staff to administer medication. Parents should contact the YMCA Director of School Age Programs to arrange for medical dispensation. Please note that all prescription/over-the-counter medications are kept in a locked combination box out of the reach of children.

Prescription Medications: All medications must be submitted in the original container and labelled with the child's name, address, and dosage instruction.

Over-the-Counter (OTC) Medications: OTC medications will not be administered unless written consent is received from a physician.



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Achievement Academy Program Waivers & Handbook Receipt

As a participant of the Achievement Academy Program, I understand that any child who, after attempts have been made to meet the child's individual needs, demonstrates inability to benefit from group-centered care, as offered by our facility, may be discharged from the Achievement Academy Program.

Parent

Signature: _____

Many sports, activities, and programs have inherent elements of danger. As a parent of a child enrolled in YMCA child care programs, I understand that my child's participation in YMCA activities, regardless of location, is at my own risk. In the event I cannot be reached in an emergency, I hereby give my permission to the emergency physician to hospitalize, secure proper medical assistance, and to order the necessary treatment for my child/children.

Parent

Signature: _____

On occasion, pictures or video may be taken by authorized YMCA staff for benefit of promoting YMCA programs to the public or local businesses OR as a means of monitoring or improving the program.

Agree _____ Disagree _____

As a parent of a child in YMCA child care programs, I understand that the After School Achievement Academy Program closes at 6:00 pm for Gilberts and 6:30 for HBT/Lily Lake. If my child is picked up after 6:00 pm, I understand that a fee of \$20.00 is assessed for the first 10 minutes, or portion thereof, and an additional \$1.00 per minute thereafter will accrue and be charged to my monthly bill. Further, I understand that three (3) late pick-ups may result in discharge from the program.

Parent

Signature: _____

I have received and read the policies of the Taylor Family YMCA Child Care Program parent Handbook. I understand and agree to follow these policies. Failure to follow these policies may result in termination of Childcare service.

Parent

Signature: _____

Date: _____

Taylor Family YMCA Achievement Academy Program PARENT HANDBOOK ACKNOWLEDGEMENT FORM



I have received a copy of the 2018-2019 YMCA Achievement Academy Program Handbook and will adhere to all policies within it.

THIS FORM MUST BE SUBMITTED WITH MY CHILD'S REGISTRATION for his/her registration to be complete.

Parent/Guardian Signature: _____

Parent/Guardian Printed Name: _____

Child(ren)'s First & Last Name in the Achievement Academy Program:

Date: _____

YMCA School Age Director: _____

Date: _____

____ Copy placed in child's file