



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

AFTERSCHOOL
LEARN
WITHOUT
LIMITS

**STRATFORD
RICHARDSON
YMCA**

**2019-2020
AFTERSCHOOL
PARENT
HANDBOOK**

ymcacharlotte.org

Stratford Richardson Before/Afterschool Parent Handbook 2019

**Mission: To put Christian principles into practice through programs
That builds healthy spirit, mind and body for all.**

OUR MISSION

The YMCA is a Christian based organization that strives to “put Christian principles into practice through programs that build a healthy spirit, mind and body for all.” Our focus in Afterschool is to encourage the children to demonstrate 5 key character traits that include:

Caring – Honesty – Respect – Responsibility - Faith

OUR GOALS and Philosophy

Our goal at YMCA Afterschool is to help your child learn and grow through our carefully planned, mission-centered program curriculum that teaches your child to make healthy choices, build relationships, develop new skills and become a servant leader.

NON-DISCRIMINATION POLICY

The YMCA of Greater Charlotte recognizes the individuals, families and communities are diverse. The YMCA values and respects this diversity and chooses to be inclusive through its acceptance of all individuals regardless of race, age, gender, religion, sexual orientation, ability or cultural identity.

DEVELOPMENTAL AND PHYSICAL NEEDS

The YMCA will make every reasonable accommodation possible to serve all children regardless of their developmental or physical abilities. Please contact the program Coordinator at least two weeks in advance to discuss modifications that would be helpful in the success of your child at YMCA day camp.

AFTERSCHOOL COUNSELORS

The Stratford Richardson YMCA is committed first and foremost to the safety of your child. We place strong emphasis on safety standards by offering a remarkable counselor to child ratio and requiring our counselors to complete 15 hours of pre-afterschool training, including CPR, First Aid and AED training. All YMCA staff go through background checks and drug screenings prior to hiring. As a Licensed facility our staff goes through an additional background check with the State.

Counselor to Child Ratio	
Kindergarten	1:8
1 st -5 th Grade	1:10
6 th – 10 th Grade	1:12

A full time professional staff member can be reached at the following numbers:

Family Experience Coordinator April Springs 704-716-4848 April.Springs@ymcacharlotte.org
 Program Director - Family Experience Veronie Gamble 704716-4889 Veronie.Gamble@ymcacharlotte.org

FINANCIAL ASSISTANCE

The YMCA is committed to providing quality programs regardless of one’s ability to pay the standard fees. Our financial assistance program, MY Y Pricing Program is available for those who would otherwise be unable to enjoy the benefits of YMCA programs. Eligibility is determined based on applicant’s income and is administered on a sliding scale.

The My Y Pricing process must be completed prior to receiving any adjustment to your child(ren) before/after school tuition rate.. Please inquire at the Sales & service desk for more information.

Stratford Richardson Before/Afterschool Parent Handbook 2019ADMISSIONS AND ENROLLMENT

Each parent must submit the following for before /afterschool enrollment:

- Completed Registration Form/Application
- Immunization Record
- Current voucher (if applicable)

PAYMENT POLICYFee Collection Process:

1. Payment will be made at the Sales & Service Desk
2. Payments will be processed by Membership Desk.
3. Payment receipt will then be provided as proof of payment by Sales & Service representative.

Program Adjustment Rate

As part of our My Y Pricing rate structure, an adjusted program rate is available to all who qualify. Both Members and Program Participants must provide income verification at the Sales and Service Desk in order to receive an adjusted program rate.

Payment Options

- Pay in full at time of registration.
- Payment in Person. Payments will be accepted at the Sales and Service Desk in the form of cash, debit, or credit card before the due date. Payments not made by the due date will be automatically charged on the due date using the card on file. If payments are not made by the due date and card is not on file to draft, the afterschool space will not be reserved and services maybe canceled.

Late Payment Policy

Payments received after the balance due date will be charged \$25 per child, per session. Once the late fee has been assessed, only credit cards or cash will be accepted.

Cancellation/Transfer Policy

- Cancellations and requests to transfer programs must be made in writing to your YMCA Sales and Service representative.
- Cancellations or requests for transfers must be received at least 8 days prior to the start of afterschool or 15 days prior to cancellation.

Denial of Before/Afterschool Services

The Stratford Richardson YMCA reserves the right to deny Before/Afterschool services if one or more of the following conditions exist:

1. The child is not participating in or benefiting from the program.
2. The staff cannot provide adequate or safe care for the child.
3. The staff cannot provide adequate or safe care to other enrolled children due to the behaviors of a child.
(See Discipline Policy)

DISCIPLINE POLICY

The philosophy of our program is based on character development and the principles of caring, honesty, respect, responsibility and faith. It is expected that our staff show respect and courtesy to each participant and we expect each participant to show courtesy and respect to each staff. The staff will make every effort to relate to child on an individual basis.

- Staff will help participants learn self-control, choose alternatives, identify feelings and develop an understanding and respect for the feelings of others.
- Every effort will be made by the staff to enlist the cooperation of the children and parents to solve problems.
- There is no financial refund or compensation for time missed due to behavioral problems.
- Abide and Adhere to our Zero Tolerance Policy.

***UNDER NO CIRCUMSTANCES WILL PHYSICAL ATTACKS BE ALLOWED AT AFTERSCHOOL. A CHILD WHO IS PHYSICALLY HARMFUL TO STAFF OR OTHER CHILDREN WILL BE DISMISSED FROM BEFORE/AFTERSCHOOL IMMEDIATELY. HARMFUL BEHAVIOR ALSO INCLUDES ANY TYPE OF SEXUAL TOUCHING OR CONVERSATION.**

PARENT UNDERSTANDINGS:

1. I understand that YMCA staff and volunteers are NOT allowed to transport children at any time outside of the YMCA program or in their own personal vehicles.

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2. I understand that I am not to leave my child at the YMCA or program site unless a YMCA before/Afterschool staff is there to receive and supervise my child.
3. I understand that state law mandates the YMCA to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation.

PARENT EXPECTATIONS

Afterschool is a very exciting experience for children and parents. It is natural for everyone to be anxious about the first day of Before/Afterschool and meeting new friends. Hopefully, the following information from "our most experienced parents" will minimize first day anxiety:

- Attend Before/Afterschool Orientation
- Label all of your child's belongings
- Abide and Adhere to our Zero Tolerance Policy. (See page 10)

Parent Orientation

Parent Orientation is a requirement for our Before/Afterschool programs to provide the best for the best experiences for your child, while they are in our care.

AUTHORIZED TO PICK UP

For the safety of your child, participants will only be released to the legal guardian or responsible adult **at least 18 years of age** listed on the child's registration form. Every adult must present a photo ID during rides out. In the event that a child will be picked up by an adult not listed on the registration form, a parent note (including the person's name as it appears on their photo ID) is required and a photo ID must be shown during rides out. Thank you for helping to expedite this process by having your ID ready

CUSTODY ISSUES

In cases of separated or divorced parents where visitation rights are denied to one parent, we cannot deny releasing the child to such parent unless a court decree or separation document is in our file expressly forbidding such parent from picking up the child from our program, or from picking up at times not allowed by the court decree. The court decree must also be specific to the rights of visitation while on the YMCA property during Before/Afterschool hours. The court document must specify in writing that visitation is permitted by the non- custodial parent. Otherwise, visitation will **NOT BE PERMITTED.**

INTOXICATION

- Your child's safety is our priority. At times we are called to make judgements concerning their safety. If a YMCA staff member believes that a parent is intoxicated when they arrive to pick up their child, the staff may have no choice but to contact the police. Inform the parent that the child's safety is our number one priority and we are concerned with the parent's ability to drive at the present time.
- We CAN NOT PREVENT THE CHILD FROM LEAVING WITH THEIR PARENT.
- Be prepared to call the police to report the car description and license plate number in the event that the parent decides to drive with the child despite our concerns.
- Complete and incident report and call Kim Conroy(Risk department) ASAP if and when 911 is contacted

RIDES-IN & RIDES-OUT RELEASING CHILD

During Before/Afterschool hours Parent must enter the Building with their child make sure an Before/Afterschool staff has received and check in for care. Your child must be signed out from our care before leaving the facility with an authorized adult each day.

EARLY PICK-UP

We encourage you to leave your child in afterschool until the day ends so they will not miss out on any activities that day. We understand that there will be exceptions and when these occur, please send a note to your child's counselor. Early pickups done prior to 4:00 pm.

LATE PICK-UP AND LATE FEE

In fairness to our staff and because of subsequent program demands, it is very important that your child is picked up on time at 6:00pm. We understand that emergencies come up causing parents to be late; in this instance please contact our Membership Desk at 704-716-4800 to notify the Afterschool program. A late fee of \$1 per minute will be charged if a child is not picked up by closing time. This fee must be paid by Monday morning of the up coming week in order for the student to return to the YMCA Before/Afterschool program. Repeated or habitual Late pick-ups will result in the termination of your child from our program.

Stratford Richardson Before/Afterschool Parent Handbook 2019ARRIVING EARLY

All Before school begin with supervision of programs at 6:00 am. Parents MAY NOT be dropped off their child prior to 6:00 am. This allows the staff to properly prepare for your child(ren) each morning. Before school Staff will be ready to greet your Child promptly at 6:00 am. Please do not let your before or afterschool child out until a YMCA Before/Afterschool staff member greets you.

PARENT INVOLVEMENT

We welcome parents to come and be apart of special events provided by our afterschool program. See our weekly afterschool newsletter for more information about specific times and events. If you are interested in giving back by volunteering with us, please visit www.ymcacharlotte.org/stratfordrichardson for more information about these opportunities.

EVALUATIONS- We need your comments, input and ideas on how to make our programs better to serve you and your child (ren). Net Promoter Surveys will be delivered three (2) times during the school year. Please take time to take and respond to these surveys. These surveys will be delivered either by email or a phone call from a third party company. Your feedback is very important to us as we strive to better serve you. This allows us to make necessary changes in the program and to recognize staff that is providing outstanding service to you and your family throughout the program .

COME VISIT-You are always welcome to visit our afterschool. We also encourage you to talk with our afterschool staff or the Family Experience Coordinator about the program and any needs or special successes your child is experiencing. You can request a meeting with the Family Experience Coordinator or Family Experience Director anything and prevision will be made to schedule time.

FAMILY INVOLVEMENT-One of our goals is to strengthen families-whether single parent, two parents, or other legal guardian. During afterschool we will offer special family activities that will start after normal program hours. We encourage you to participate.

Volunteering-Opportunities for parents to volunteer may arise. You must first complete a volunteer application at our branch along with its screening process. Then you must wait for the appropriate approvals stating that you are cleared to be a volunteer. Once you are "cleared" you will be scheduled for and attend our volunteer orientation. After we receive confirmation of orientation. The Coordinators will delegate and schedule times for you to come in and volunteer with us. * Volunteers MUST follow the guidelines given in the Volunteer Application.

PARENT COMMUNICATION

- Our primary form of communication is out afterschool monthly newsletter on Afterschool Central.

LOST ARTICLES- LABEL EVERYTHING!!

Labeling will minimize the opportunity for your child to lose their items in Before/Afterschool. We do provide lost and found. As always, we are making special efforts to return lost and found items to every child. All labeled items found will be returned to child. Any unlabeled items will be kept for two weeks and then donated to charity. You are welcomed and encouraged to come in and check lost and found for your child's items.

TRANSPORTATION

Stratford Richardson YMCA will transport children in 15 passenger mini buses or any other authorized vehicles. Driver's of YMCA vehicles have been trained and certified to operate these vehicles. These vehicles are used to transport children periodically between program activities. Children are made aware of the following rules when being transported in YMCA Vehicles.

- o Children must remain seated at all times
- o Children must talk quietly and do not disturb the driver
- o No body parts or objects are allowed to be outside the bus windows
- o Children must clean up all trash before leaving the bus
- o Children are not allowed to eat in the bus

*All transportation in inclement weather will be suspended on our authorized vehicles until it is deemed safe to transport. If transportation is suspended for a significant amount of time parents are responsible for and must make arrangements for alternate transportation/pick-up for their child from school.

MEDICATIONS

Please administer all medications at home before arriving to before school. If medications are required during our care a "Medication Authorization Form" must be filled out and provided to the afterschool office staff in the original container.

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All medication including over the counter items must be dispensed by the afterschool office personnel. Please contact the Family Experience Coordinator if your child's allergy requires special consideration.

*These guidelines are for your child's safety. Should you have any questions, please April Springs at 704-716-4848.

EMERGENCIES/First Aid

Routine scrapes and cuts will be treated by our staff. In the case of serious accident or illness, afterschool staff will contact you directly. In the event that you cannot be reached, the authorization signed on your health form allows the staff to provide prompt treatment. Please note that in the event of serious injury, 911 will be called first.

INSURANCE

The YMCA of Greater Charlotte provides liability insurance on all its programs. It is the program participant's responsibility to provide their own accident insurance coverage. Parents/guardians include their personal health insurance information in the space provided on the child's health history/release form provided for registration. This information will only be used to facilitate outside medical treatment if required. In the event of serious illness or accident, the parents will be notified at once. Parents/guardians are responsible for prescriptions and charges incurred for outside medical treatment of their child, should services be required while attending before/afterschool.

ILLNESS

Stratford Richardson YMCA cannot provide care for sick children. A child who is sick prior to before school care begins should be kept home for his/her safety and the safety of others. If a child has any sign of illness or fever, the parent will be called to pick up the child. If a child has no overt symptoms of illness, but displays significant behavior changes and is clearly uncomfortable and not able to participate in activities, a parent will be called to pick up the child. If a parent cannot be reached, the staff will call the emergency number listed on the child's registration form. There are not refunds for days missed due to illness.* Remember appropriate vitals will be taken prior to the contact of the parents.

ABSENTEE POLICY

If a child does not attend before/afterschool two or more days in a row a parent and/or guardian listed on the paperwork will be contacted to check on the child. If you know in advance your child will not be attending before/afterschool please inform afterschool staff as soon as possible.

INCLEMENT WEATHER

In the event that light rain is falling, we may still hold outdoor scheduled afterschool activities outdoors. If thunderstorms and/or bad or heavy rain do exist we will not participate in any outdoor activities until it is safe to return outdoors. If rain or thunderstorms occur during ride in or out, the process will still occur in the same fashion. The YMCA reserves the right to cancel, delay or reschedule programs and field trips requiring the use of YMCA transportation based on inclement weather that could affect your child's safety and program quality. If

WHAT "NOT" TO BRING TO BEFORE/AFTERSCHOOL

(Leave at Home):

The YMCA is not responsible for lost, stolen, or damaged items or valuables. Objects that may be dangerous are also prohibited. Items to leave at home include:

- o Toys
- o iPods/MP3 players
- o Radios
- o Electronic games (Nintendo/PSP/Gameboy)
- o Walkie-talkies
- o Cellular phones
- o iPads/tablets
- o Kindles/Nooks/e-Readers
- o DVD players
- o Firearms
- o Fireworks
- o Knives
- o Matches
- o Lighters
- o Wheelie shoes
- o Aerosol products

PARENTS PLEASE HELP US WITH THESE REQUESTS. WE DO NOT WANT SOMETHING PRECIOUS TO YOUR CHILD TO BE LOST OR BROKEN and are NOT held responsible. THANK YOU VERY MUCH!

HOURS OF OPERATION

Program Hours:
 Before School 6:00 a.m. – 9:00 a.m.
 Afterschool 2:30 p.m. -6:00 p.m.
 All Day Out 7:00 a.m. – 6:00 p.m.

PROGRAM CONTENT

**Swimming	Academics	Arts and Crafts	Meditation
Outdoor Time	Devotions	Character Development	
Health and Wellness	Literacy	Homework	

**SWIMMING On Fridays and All Day Out only: Must Dress Out to Swim
 ▪ All Children are swim tested to assess their swimming capabilities.

Healthy Eating and Physical Activity (HEPA) Standards

In response to a call by First Lady Michelle Obama and the Partnership for a Healthier America, the Y has expanded its longtime commitment to supporting healthy living by adopting a set of Healthy Eating and Physical Activity (HEPA) standards. Based, in part, on years of research with key partners, the HEPA standards will build a healthier future for our nation’s children by creating environments rich in opportunities for healthy eating and physical activity. We strive to meet the following standards:

- Water is accessible and available to children at all times, including at the table during snacks and meals.
- Y staff will model healthy eating behaviors at all times. This includes consuming the same foods and beverages as children during meals and snacks (if possible) and avoiding consumption of foods or beverages that are inconsistent with the HEPA standards during program time.
- Provide children with opportunities for moderate and vigorous physical activity for at least 60 minutes per day during a full-day program or 30 minutes per day for a half-day morning or afternoon program. The time can be broken down into smaller increments. Include a mixture of moderate and vigorous activity (activity that increases the heart rate and breathing rate), as well as bone- and muscle-strengthening activities. Take active play outdoors whenever possible.
- Y staff will model active living by participating in physical activities with children.
- Eliminate screen time (television, movies, cell phone, video games, computer, and other digital devices) for children under 2 years old. For children over 2, limit screen time to less than 30 minutes per day for children in half-day programs and to less than 1 hour per day for those in full-day programs. During screen time, seek to minimize children’s exposure to commercials and ads marketing unhealthy foods.

Child and Adult Care Food Program(CACFP)

Our Childcare Center also participates in the Child and Adult Care Food Program (CACFP) a Federal program that provides healthy meals and snacks to children receiving childcare during the school year.

Congress established the Child Care Food Program in 1968 to improve the health of children in child care centers both by improving the nutritional quality of meals and by promoting healthy eating. The program is run nationally by the Food and Nutrition Service, an agency of the United States Department of Agriculture (USDA).

CACFP Meal Requirements:

The meals must include the following components to qualify:

- Breakfast: Milk, fruit or vegetable or 100% juice, bread or cereal.
- Lunch or supper: Milk, meat or meat alternate, fruit or vegetable (2 servings), bread or alternate.
- Snack: Serve at least 2 of the 4 components: Milk, meat or alternate, fruit or vegetable, bread or alternate. (*Our afterschool participates in the snack requirements*)

YMCA of Greater Charlotte Code of Conduct

The YMCA of Greater Charlotte is committed to providing a safe, comfortable, and welcoming environment for all and we ask all persons to act maturely, behave responsibly, and to respect the rights and dignity of others at all times when in our facilities, on our property or participating in our programs.

Our Code of Conduct below outlines prohibited actions. This list is not all-inclusive, and the YMCA reserves the right to deny, suspend or revoke membership/access privileges to any person if, in the YMCA's sole discretion, the actions/inactions of a person are detrimental to the health, safety, or enjoyment of its employees, volunteers, members, or participants.

- Card sharing, presenting false identification, or and intentional abuse/non-compliance of YMCA policies
- Using or possessing alcohol or illegal drugs on YMCA property, in YMCA vehicles or facilities, or at YMCA-sponsored programs is prohibited
- Smoking on YMCA property – all of our YMCA buildings and grounds are smoke-free environments
- Carrying or concealing a weapon of any kind
- Harassment, verbal abuse or intimidation by words, gestures, body language, or any type of menacing behavior
- Physical contact with another person in an angry, aggressive, or threatening way
- Inappropriate sexual conduct including explicit conversations or any sexual contact with another person
- Theft or behavior that results in the destruction or loss of property
- Loitering within facilities or on the grounds of a YMCA
- Use of cell phones in locker room or bathrooms
- Wearing inappropriate (i.e. contains profanity or illegal product marketing), immodest, or revealing attire
- Use of social networking websites in a manner that is contrary to the YMCA's mission, is detrimental to the community or is in violation of the law
- Any behavior or activity that is against the law

In addition, the YMCA reserves the right to deny access or membership to any person who is a registered sex offender, has been arrested for or convicted of any crime involving weapons, violence, sexual abuse, or the sale, possession and/or transportation of illegal drugs.

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Please notify a YMCA staff person immediately if there is an accident, injury, unusual incident or you believe that that this Code of Conduct is being violated.

Suspension or termination of YMCA membership may result from a violation of this Code of Conduct. While an incident is being investigated, the membership of the person(s) accused of violating this Code of Conduct may be temporarily suspended pending a final decision.

ZERO TOLERANCE POLICY

Before and Afterschool Parents!

We are excited to have you and your children participate in the our childcare program at the Stratford Richardson YMCA. We take great pride in providing an avenue for our young people to extend and reinforce their overall development.

During the time that we spend with the youth in our program, it is our desire to demonstrate the core values of the YMCA: respect, honesty, caring, responsibility, and faith. As we continue to grow and enhance the quality and safety of our program, we are implementing a "Zero Tolerance" policy for inappropriate behavior. This policy will include interaction amongst other parents in the program, all YMCA staff, and youth.

Throughout the year, we will be working very hard to ensure that your children are immersed in an environment that is safe and nurturing for their development. The Zero Tolerance Policy assures that violation of the attached YMCA of Greater Charlotte Code of Conduct will **NO LONGER BE PERMITTED** to occur.

Policy Enforcement will include:

1. Individual may be given a warning for inappropriate behavior (youth only). Suspension and/or termination of services will follow if the behavior continues.
2. For Parents, an immediate internal investigation will occur and the leadership staff will determine if immediate termination of enrollment in the program and/or the individual may be asked not to return for other YMCA activities.
3. For Staff, an immediate internal investigation will occur and the YMCA Human Resource Department will work with leadership staff to determine if disciplinary action is necessary.
4. Other sanctions as deemed necessary may be enforced.

If you have any questions regarding this policy, please feel free to contact me directly at 704.716.4889. We are anticipating a great 2017 -2018 school year and we thank you for choosing the Stratford Richardson YMCA!

Veronie Gamble
Program Direct- Family Experience

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I, _____ the parent of _____ ,
 (Parent Printed Name) (Child Printed Name)

Acknowledge that I have received a copy of the Stratford Richardson YMCA Parent Handbook and the Summary of the North Carolina Child Care Law and Rules. I have also read, understand, and accept all policies and procedures, which includes the YMCA of Greater Charlotte Code of Conduct, the Zero Tolerance policy and the Healthy Kids and Physical Activity (HEPA) standards stated in this handbook governed by the Stratford Richardson YMCA.

 (Parent Signature)

 (Date)



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FOR SOCIAL RESPONSIBILITY

YMCA OF GREATER CHARLOTTE

STRATFORD RICHARDSON

2019-2020 AFTERSCHOOL

FRIENDSHIP - ACCOMPLISHMENT- BELONGING

Y Afterschool is a safe place for children to play, learn and grow when out of school. Qualified and caring afterschool counselors and staff focus on nurturing the development of each child. We provide a place to have fun, make new friends and become more active. Children create lasting memories as they engage in a variety of educational and imaginative activities that encourage them to explore who they are and what they can achieve.

REGISTRATION INFORMATION

Before School

Members: \$60/week

Program Participants: \$75/week

Afterschool

Members: \$90/week

Program Participants: \$120/week

REGISTRATION DATES

Afterschool registrations are processed on a first-come, first-served basis according to the dates:

- **YMCA Member Registration: April 1st**
- **Program Participate Registration: April 15th**

15th of each month beginning July 15th and ending on April 15th.

- If registration takes place after August 15th, tuition will be divided among the remaining months of the school year.
- Alternate payment schedules maybe available upon request.

REGISTRATION CHECKLIST

The following items must be completed and turned in at the time of registration:

- Afterschool Registration Form (including health form and immunization records)
- Payment in full for Registration Fee
- Monthly payment draft enrollment form

Late Payment Policy

Monthly payments received after the scheduled due dates will be charged an additional \$25 fee.

Cancellation/Transfer Policy

Cancellations or withdrawal from the afterschool program will require a 15 days written notice. Parents will be responsible for paying for all days of service through the end of the 15 day notice period.

PAYMENT POLICIES

Members/Program Participant rates are determined based on the child's YMCA membership status. All balances must be paid in full in order for a child to attend. If your membership status or program adjusted rate changes before or during the school year, your monthly payment will be adjusted accordingly.

Program Adjustment Rate

As part of our My Y Pricing rate structure, an adjusted program rate is available to all who qualify. Both Members and Program Participants must provide income verification at the Sales and Service Desk in order to receive an adjusted program rate.

Payment Options

- Tuition is drafted on the 15th of each month from August to May and split into 10 equal payments based on annual tuition cost.
- Schools that follow a Year-Round calendar will make 10 equal payments that are due on the

TRANSPORTATION

CMS Alternative Stop Request

All new and returning participants from a CMS school are asked to complete a CMS Alternative Stop Request form located on the CMS website for possible bus service to the YMCA.

Schools We Serve

We welcome all children to our program. The schools we serve are primarily within a 5-6 mile radius. If your child attends a school out side of the radius, it is the parent's responsibility to coordinate transportation to and/or from our program with Charlotte Mecklenburg School or another agency. The list of schools we serve change year to year based on need, first come first serve bases and enrollment.

FOR MORE INFORMATION ABOUT AFTERSCHOOL, PLEASE CONTACT: April Springs

april.springs@ymcacharlotte.org | 704 716 4848 | ymcacharlotte.org

YMCA OF GREATER CHARLOTTE AFTERSCHOOL REGISTRATION FORM

SELECT YOUR BRANCH: Stratford Richardson YMCA

Please select the program(s) you would like to enroll in: Before School Afterschool All Day Out

How will your child be transported to the YMCA: School Bus YMCA Bus Other

PARTICIPANT INFORMATION:

Last Name: _____ First Name: _____ MI: _____

Address: _____ City: _____ State: _____ Zip: _____

DOB: _____ Age: _____ Gender: Male Female

Grade in Fall: _____ Primary Phone: _____
[CIRCLE ONE: HOME WORK CELL]

School: _____ CMS ID# (if applicable) _____

Do you receive subsidy for your childcare payments from any of the following? () Yes () No

() CCRI () County () Project Lift () Other: _____ Voucher #: _____

() I acknowledge that I may be responsible for contacting my child's school regarding transportation to the YMCA for the program.

Email is our preferred form of communication during afterschool. All electronic communications should be sent to:

Primary Email: _____

EMERGENCY CONTACT AND PICK-UP AUTHORIZATION

1. Parent/Guardian (Primary) _____

DOB _____ / _____ / _____

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

Email _____

2. Parent/Guardian (Optional) _____

DOB _____ / _____ / _____

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

Email _____

Two emergency contacts/authorized to pick-up individuals are MANDATORY in addition to all parents/guardians for each child. Emergency contacts will automatically be considered as authorized to pick-up unless indicated otherwise. Please note: Updating this information will update your child's record for ALL YMCA of Greater Charlotte programs.

1. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

2. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

3. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

4. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

Last Name: _____ First Name: _____ MI: _____

EMERGENCY CONTACT CONTINUED

5. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

6. Emergency Contact _____

Authorized to Pick-Up: Yes No

Relationship to Child _____

Phone 1 _____
[CIRCLE ONE: HOME WORK CELL]

Phone 2 _____
[CIRCLE ONE: HOME WORK CELL]

PARTICIPANT INFO/MEDICAL INFORMATION

Health Insurance Carrier: _____ Health Insurance Group #: _____

INSURANCE AND MEDICAL INFORMATION:

Is participant covered by insurance: Yes No

PREFERRED PROVIDER:

Primary Physician (First/Last Name): _____ Phone: _____

Preferred Hospital: _____

IMMUNIZATION DATES*

Date of last DTP (Diphtheria, Pertussis, Tetanus) _____ Date of last MMR (Measles, Mumps, Rubella) _____

Date of last Tetanus _____ Date of last Polio _____ Date of last Hib (Flu Shot) _____

Date of last Varicella (Chickenpox) _____ Date of last Hep B (Hepatitis B) _____

*Immunization Records are required at YMCA licensed childcare sites (Johnston, Stratford Richardson, Simmons, and McCrorey)

My child is exempt from required immunizations due to medical or religious reasons.

Is the Member/Participant currently taking prescription/over the counter medications? Yes No

List Medication/Dosage/Purpose: _____

Any condition requiring special care? Yes No

(e.g. Diabetes, Gastrointestinal, Motor Disorder, Seizures, ADHD, Autism, Cognitive Disorder, Asthma, etc.)

If yes, please specify: _____

Has the Member/Participant had surgeries, illness, or any severe injuries? Yes No

If yes, please specify: _____

Please provide information we may not have asked that you feel is important for us to know as we incorporate your child into our program? _____

Does the Member/Participant have allergies? Yes No (e.g. food, medication, seasonal, etc.)

Describe all known allergies in detail: _____

Does Member/Participant have dietary restrictions? Yes No

Explain Dietary Restrictions: _____

Last Name: _____ First Name: _____ MI: _____

YMCA of Greater Charlotte Release of Waiver of Liability And Indemnity Agreement

In consideration for being permitted to utilize the facilities, services, and programs of the YMCA of Greater Charlotte (hereinafter referred to as "YMCA") and/or any participation in any program affiliated with the YMCA, without respect to location, I, for myself and any personal representatives, heirs, and next of kin, hereby acknowledge and agree to the following while at the YMCA, regardless of location:

1. I HAVE OR IMMEDIATELY UPON ENTERING OR PARTICIPATING WILL INSPECT AND CAREFULLY CONSIDER YMCA PREMISES, FACILITIES AND/OR THE AFFILIATED PROGRAM and entering constitutes an acknowledgement that I find and accept them as being safe and reasonably suited for the purpose of observation, use, or participation.
2. I HEREBY AGREE TO INDEMNIFY AND SAVE AND HOLD HARMLESS the YMCA, its directors, officers, employees, and agents (hereinafter referred to as "releases") and each of them from any loss, liability, damage, or cost that I may incur due to my/my child's presence, upon, or about the YMCA premises or in any way observing or using any facilities or equipment of the YMCA or participating in any program affiliated with the YMCA.
3. I ACKNOWLEDGE THAT PARTICIPATING IN YMCA ACTIVITIES INVOLVES KNOWN AND UNANTICIPATED RISKS WHICH COULD RESULT IN PHYSICAL OR EMOTIONAL INJURY, PARALYSIS OR PERMANENT DISABILITY, DEATH, AND PROPERTY DAMAGE. I HEREBY ASSUME FULL RESPONSIBILITY FOR THE RISK OF BODILY INJURY, DEATH, OR PROPERTY DAMAGE or loss while in, about, or upon the premises of the YMCA or location of a program affiliated with the YMCA and releases, waive, and covenant not to sue the releases. Risks include, but are not limited to, broken bones, torn ligaments, or other injuries as a result of falls or contact with participants; death as a result of drowning or brain damage caused by near drowning in pools or other bodies of water; medical emergencies resulting from physical activity; and damaged, lost or stolen property. I understand such risks cannot be eliminated, despite the use of safety equipment, without jeopardizing the essential qualities of the activity.
4. I HEREBY AGREE THAT MY/MY CHILD'S PARTICIPATION IN THESE ACTIVITIES IS VOLUNTARY AND WE ELECT TO PARTICIPATE DESPITE THE RISKS. If at anytime I believe that event conditions are unsafe or that I or my child is unable to participate due to physical/mental conditions, I will immediately discontinue participation.
5. I REPRESENT THAT I HAVE ADEQUATE INSURANCE TO COVER ANY INJURY OR DAMAGE I OR MY CHILD MAY SUFFER OR CAUSE WHILE PARTICIPATING IN THIS ACTIVITY, or else I agree to bear the costs of such injury or damage myself.
6. I HEREBY AGREE THAT THE YMCA MAY PHOTOGRAPH OR CAPTURE FOOTAGE OF ME OR MY CHILD AT THE YMCA OR ON ANY AFFILIATED YMCA PROPERTY AND the YMCA may use those photographs or footage for its marketing purposes and further agree to release both the YMCA and releases from any claim or liability related to that use; waiving all claims for myself, my child and any heirs or next of kin.
7. I HEREBY AGREE THAT IN THE EVENT THAT I/MY CHILD NEED IMMEDIATE MEDICAL ATTENTION FOR INJURIES THAT OCCUR WHILE PARTICIPATING IN A YMCA PROGRAM, and I am not present or able to communicate my desires at the time of injury, I authorize YMCA staff to give me or my child reasonable first aid, and to arrange transport of myself or my child to a health care facility for emergency care as needed.
8. I GIVE PERMISSION FOR MYSELF AND/OR MY CHILD TO BE TRANSPORTED BY THE YMCA as needed for field trips, inclement weather, or late pick-ups.

I expressly agree that this RELEASE, WAIVER, AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as is permitted by the law of the State of North Carolina and South Carolina and that if any portion thereof is held invalid the remaining portions shall remain in full legal force and effect.

I HAVE READ AND VOLUNTARILY SIGN THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, and further agree that no oral representation, statements, or inducement apart from the foregoing written agreement have been made.

Parent Name: _____ Parent Signature: _____ Date: _____

Parent or Guardian Additional Agreement (Must be completed for participants under the age of 18)

In consideration of minors being permitted to participate in this activity, I further agree to indemnify and hold harmless Releases from any claims alleging negligent which are brought by or on behalf of minor or are in any way connected with such participation by minor.

Parent Name: _____ Parent Signature: _____ Date: _____