



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

AFTERSCHOOL
LEARN
WITHOUT
LIMITS

STEELE CREEK YMCA

2019-2020 AFTERSCHOOL PARENT HANDBOOK

ymcacharlotte.org

STEELE CREEK YMCA

AFTERSCHOOL PARENT GUIDE 2019-20

Parent FAQs

Here are some answers to some of our most frequently asked questions:

DO YOU OFFER BEFORE SCHOOL AND AFTERSCHOOL?

Yes. We offer Afterschool care for all our local CMS schools and Before School care for all of our local CMS schools except Steele Creek Elementary and Southwest Middle School.

WHAT SCHOOLS DO YOU SERVE?

CMS transports children from schools to our three Afterschool locations:

- [Central Steele Creek Presbyterian](#): Steele Creek Elementary, Lake Wylie Elementary, Berewick Elementary, EE Waddell, Kennedy Middle
- [Christ The King Church](#): Winget Park Elementary, RiverGate Elementary, Palisades Park Elementary, Southwest Middle School

WHAT TIME DOES BEFORE SCHOOL OPEN?

Our program begins at 7:00 AM.

WHAT TIME DOES AFTERSCHOOL END?

It ends at 7:00 PM, and you can pick up your child anytime during the program hours (3:00 PM - 7:00 PM).

IS THERE A LATE FEE IF MY STUDENT IS PICKED UP AFTER 7:00 PM?

Yes, it is \$10 for the 1st 15 minutes and then \$1 for every minute after.

HOW MUCH IS THE PROGRAM?

Prices vary per location and hours of care offered at each site. Please see a member of our Sales & Service team to determine your payment based on school, and number of days per week your child will attend. A one-time registration fee applies, as do My Y Pricing Adjustments.

HOW ARE PAYMENTS MADE? WHEN ARE THEY DUE?

Our payment method is direct debit from a checking account, savings account, or credit card. Monthly payments are drafted on the 15th of the month.

WHAT HAPPENS ON "EARLY RELEASE" DAYS?

The children are transported to our sites just like always – just earlier in the day. We staff appropriately and are prepared for all early release days.

DO YOU HAVE FULL DAY CARE ON DAYS STUDENTS DO NOT GO TO SCHOOL?

We offer full day programming free of charge to our afterschool participants when the students are out due to teacher workdays. This full day of care is also available to our "Before School Only" participants at an additional charge.

WHAT IS YOUR RATIO?

1:10

WHAT IS THE AFTERSCHOOL ROUTINE?

Once the children arrive at their location, they have a snack, complete homework and then participate in healthy, fun games and activities.



Transportation

AFTERSCHOOL TRANSPORTATION CONNECTION

We offer a connection service to safely transition school-age program participants from school to our Afterschool locations. CMS buses students to our location based on their busing policy. After registration is complete with the YMCA, all CMS school students must complete an alternate stop request form. [Alternate Stop Request Form >>](#)



Schedule / Calendar

We serve most area elementary and middle schools from 3:00 PM to 7:00 PM. Please contact Sales & Service Center to see if we serve your child's school. Our program coordinates with the [CMS School Calendar](#) in regards to teacher work days, holidays and student breaks. See our calendar at the back.



Food / Snack Info

Snack is provided daily. A snack calendar is provided in your monthly newsletter. Alternate snack options are provided for children with sensitivities or allergies. Please note these on your child's health form.



Newsletter

We value regular communication with our parents and want to keep you informed of all that's happening in our program from important reminders to program highlights. We send weekly emails to the parents via our commutation platform.



Authorized Pick-Up

Only parents and other authorized people will be permitted to pick up a child from our program. All authorized individuals will need to be prepared to have a photo stored in our system or show photo ID at the time of pick up. "One-Off" pick up authorization – like a grandparent in town – will be honored if submitted to staff in writing. "One Off" pick ups will still be required to show photo identification. Additions or changes to the Authorized Pick Up list can be made online or with a member of our Sales & Service Team.



Payment Procedures

REGISTRATION

Afterschool registrations are processed on a first-come, first served basis:

- YMCA Member Registration began April 1, 2019
- Non-Member Registration began April 15, 2019

REGISTRATION FEES

- \$25 – Member
- \$25 – Program Participant

PAYMENTS

Our payment method is direct debit from a checking account, savings account, or credit card. Monthly payments are drafted on the 15th of the month. Pricing is done on a per-day basis and is dependent on your child's school, bell schedule, and days of service per week.

Tuition is due on the 15th of the previous month and will be drafted in equal monthly installments. A 100% refund will be issued with a 15 day written notice. Written cancellation forms should be submitted to the Sales and Service Desk. Two payment options are available in the form of credit card draft or direct debit from your checking account.

MY Y PRICING

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

Contact Us

Olivia Gant, Youth Development Director

[704 716 4927](tel:7047164927) | steelecreekafterschool@ymcacharlotte.org

SITE PHONE NUMBERS

Christ the King | [704 654 0353](tel:7046540353)

CSCPC | [704 654 1834](tel:7046541834)

Phones are only answered during operational hours and are ONLY for parent communication for current participants. All questions regarding registration, pricing, availability etc. need to be directed to [704 716 4900](tel:7047164900).

For more information, please stop by or contact:

Sales & Service Center | [704 716 4900](tel:7047164900)



AFTERSCHOOL

At SOUTHWEST MIDDLE SCHOOL

(Located at 13624 Steele Creek Rd, Charlotte, NC 28273)

PRICING:

A one-time Registration Fee applies

AFTER SCHOOL

\$45 per Week or \$36 per Week

\$9.00/day for 5 days a week

\$12.00/day for 3 days a week

Hours of Operation: 3:00pm—6:30pm

Program Focus: Students will be given a healthy snack and will have an hour to work on homework, projects, or other assignments each day. For the remainder of the day, students will be able to choose from an assortment of extra curricular activities led by YMCA staff.

To Register: Visit us on-line (ymcacharlotte.org/steelecreek) or give us a call at 704-716-4900

STEELE CREEK YMCA | 2135-A Ayrley Town Boulevard. Charlotte, NC 28273
704 716 4900 | ymcacharlotte.org/steelecreek





BEFORE & AFTERSCHOOL AT CHRIST THE KING CHURCH

SCHOOLS SERVED:

- Winget Park Elementary
- River Gate Elementary
- Palisades Park Elementary

PRICING:

A one time registration fee applies

BEFORE SCHOOL

\$25 per week or \$15 per week
(\$5.00/day for 5 days a week or 3 days a week)

AFTER SCHOOL

\$45 per week or \$36 per week
\$9.00/day for 5 days a week \$12.00/day for 3 days a week

TRANSPORTATION:

PLEASE NOTE: You **MUST** set up transportation arrangements through CMS by providing our site address as the "alternate stop request" for your child's A.M. or P.M. stop (or both) on the CMS Website.

13501 S Tryon St, Charlotte, NC 28278

STEELE CREEK YMCA | 2135-A Ayrslay Town Boulevard. Charlotte, NC 28273
704 716 4900 | ymcacharlotte.org/steelecreek





AFTERSCHOOL PROGRAM

at CENTRAL STEELE CREEK PRESBYTERIAN CHURCH

SCHOOLS SERVED:

- **Steele Creek Elementary**

PRICING:

A One Time Registration Fee Applies

\$12.00/day for 5 days a week

\$14.00/day for 3 days a week

*Average month consists of 20 days.

Please see our Sales and Service Center for the details specific to your child's registration needs.
Financial assistance applies.

TRANSPORTATION:

PLEASE NOTE: You **MUST** set up transportation arrangements through CMS by providing our afterschool site address as your child's "alternate stop request" on the CMS website.

9401 S Tryon St, Charlotte, NC 28273

STEELE CREEK YMCA | 2135-A Ayrslay Town Boulevard. Charlotte, NC 28273
704 716 4900 | ymcacharlotte.org/steelecreek





BEFORE and AFTERSCHOOL PROGRAM

at CENTRAL STEELE CREEK PRESBYTERIAN CHURCH

SCHOOLS SERVED:

- Berewick Elementary
- Lake Wylie Elementary * Kennedy Middle
- EE Waddell Language Academy

PRICING:

A one time Registration Fee applies

BEFORE SCHOOL

\$5.00/day for 5 or 3 days a week

AFTERSCHOOL

\$8.00/day for 5 days a week

\$12.00/day for 3 days a week

*Average month consists of 20 days.

Please see our Sales and Service Team for the details specific to your child's registration needs.
Financial assistance applies.

TRANSPORTATION:

PLEASE NOTE: You **MUST** set up transportation arrangements through CMS by providing our afterschool site address as your child's "alternate stop request" on the CMS website.
9401 S Tryon St, Charlotte, NC 28273

STEELE CREEK YMCA | 2135-A Ayrslay Town Boulevard. Charlotte, NC 28273
704 716 4900 | ymcacharlotte.org/steelecreek





STEELE CREEK YMCA 2018-2019 Afterschool Registration Form

GENERAL INFORMATION

Thank you for choosing the Steele Creek YMCA Before and/or Afterschool program. YMCAs are among the nation's top leaders in providing after school care. Our goal is to provide a safe and positive, Christian environment where children may achieve their greatest potential. Our focus is to provide positive growth experiences, recognizing each individual's needs and abilities. We do this by providing activities and experiences that develop and support the Christian values of Caring, Honesty, Respect, Responsibility and Faith.

This program is not licensed by the North Carolina State Department of Social Services. However, YMCA of Greater Charlotte Before and Afterschool Programs are held to high internal standards of quality and safety to ensure your child's experience is safe, fun and enriching. Please note: children may not participate in the following programs or any combination thereof for more than four (4) hours in a 24 hour period in a Charlotte YMCA facility: Children's Enrichment Programs, Unlicensed Pre-School, ChildWatch, Unlicensed Afterschool.

Registration Dates: YMCA Member Registration begins: **April 1, 2018** Open Registration begins: **April 15, 2018**
Afterschool begins on August 27, 2018.

REGISTRATION FEES

Was your child enrolled in afterschool last school year or currently enrolled in day camp?

Current Participant Registration Fee: \$25/child

YMCA Member Registration Fee: \$25/child

YMCA Program Participant Registration Fee: \$50/child

PAYMENT, REFUND and CANCELLATION POLICY

- Tuition is due on the 15th of the previous month and will be drafted in equal monthly installments.
- A 100% refund will be issued with a 15 day written notice. Written cancellation forms should be submitted to the Sales and Service Desk.
- Two payment options are available in the form of credit card draft or direct debit from your checking account.

REGISTRATION CHECKLIST

The following items must be submitted to the membership desk in order to register your child for Afterschool:

START DATE:

- Immunization Records (page 3 attached)
- Signed and completed registration and health form (pages 2-4 attached)
- Registration fee and first month payment
- Voided check attached for automatic draft (preferred method of payment)

SELECT YOUR SITE

Central Steele Creek Presbyterian Church

Lake Wylie Elementary School

*Steele Creek Elementary School (*Afterschool ONLY*)

EE Waddell Language Academy

Berewick Elementary

Kennedy Middle

Before School *After School*

Christ the King Church

River Gate Elementary

Winget Park Elementary

Palisades Park Elementary

Before School *After School*

South West Middle School

Other (Please select this option if your school is not listed & CMS is transporting your child to our program)

SELECT YOUR PROGRAM LENGTH

5 days 3 days

** Days must be the same each week. Monthly payments will vary depending on the number of weeks in a month.

Mon Tues Wed Thurs Fri

**STEELE CREEK YMCA
2018-2019 Afterschool Registration**

PARENT INFORMATION

Mother/Guardian: _____ **DOB**

		/			/				
--	--	---	--	--	---	--	--	--	--

Home Address: _____
(If different from child's) Street City State Zip

Valid Phone: _____
Home Work Mobile

Valid Email: _____
Home Work

Father/Guardian: _____ **DOB**

		/			/				
--	--	---	--	--	---	--	--	--	--

Home Address: _____
(If different from child's) Street City State Zip

Valid Phone: _____
Home Work Mobile

Valid Email: _____
Home Work

*Note: If parent is not allowed to pick up child, we must have a copy of the court order. In case of divorce or separation, please note if one or both parents can or will call for child.

AUTHORIZATION/EMERGENCY CONTACTS OTHER THAN PARENT – MUST HAVE AT LEAST ONE

In case of an emergency the following people are authorized to pick up this child:

Name: _____ **Relationship to Child:** _____

Phone: _____
Home Work Mobile

Name: _____ **Relationship to Child:** _____

Phone: _____
Home Work Mobile

Name: _____ **Relationship to Child:** _____

Phone: _____
Home Work Mobile

Name: _____ **Relationship to Child:** _____

Phone: _____

**STEELE CREEK YMCA
2018-2019 Afterschool Registration**

IMMUNIZATION RECORDS

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

Immunization Dates

Date of last Tetanus _____

Date of last DTP (Diphtheria, Pertussis, Tetanus) _____ Date of last Polio _____

Date of last MMR (Measles, Mumps, Rubella) _____ Date of last Hep B (Hepatitis B) _____

Date of last Hib (Haemophilus influenza type b) _____ Date of last Varicella (Chickenpox) _____

HEALTH FORM (Please note which child on form has medical needs)

Please list any/all **allergies** your child has experienced:

Please list any/all **medications** your child is currently taking:

General Health Questions: *Has/Does your child...?*

	YES	NO		YES	NO
Had any recent injury, illness or infectious disease?			Ever had back problems		
Have a chronic or recurring illness/condition?			Ever had problems with joints?		
Ever been hospitalized?			Ever had chest pain during or after exercise?		
Ever had surgery?			Have any skin problems?		
Have frequent headaches?			Have diabetes?		
Ever had a head injury?			Have asthma?		
Ever been knocked unconscious?			Had mononucleosis in the past 12 months?		
Wear glasses, contacts or protective eyewear?			Had problems with diarrhea or constipation?		
Ever passed out during exercise?			Have problems with sleepwalking?		
Ever had frequent ear infections?			If female, have an abnormal menstrual history?		
Ever been dizzy during or after exercise?			Have a history of bed-wetting?		
Ever had seizures?			Ever had an eating disorder?		
Have orthodontic appliance brought to Afterschool?			Ever sought a professional for emotional difficulties?		
Ever had high blood pressure?			Ever been diagnosed with a heart murmur?		
Ever had measles?			Ever had chicken pox?		
Ever had German measles?			Ever had mumps?		
Ever had hepatitis?					

Please explain any questions to which you answered YES: _____

**STEELE CREEK YMCA
2018-2019 Afterschool Registration**

INSURANCE INFORMATION

Carrier/Plan Name: _____ Is participant covered by insurance: Yes No

Name of Insured: _____ Group #: _____

Relationship to Participant: _____ SS# of Policy Holder: _____

Insurance ID Number (*if different than SS# of policy holder*): _____

PREFERRED MEDICAL PROVIDER

Preferred Hospital: _____

Primary Care Physician: _____ Phone: _____

Primary Dentist: _____ Phone: _____

Please describe any program activities from which your child should be exempt due to health reasons.

Please describe any current physical, mental or psychological conditions requiring medication, treatment, consideration or special restrictions while at the YMCA.

Please list any past major medical treatments, illnesses, surgeries or injuries.

**STEELE CREEK YMCA
2018-2019 Afterschool Registration**

WAIVER AND AUTHORIZATION FOR TREATMENT

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 OR 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: _____

STEELE CREEK YMCA
2018-2019 Afterschool Registration

CHILD(REN)'S NAME(S) _____

PAYMENT OPTIONS FOR THE 2018-2019 SCHOOL YEAR

Please select from the following payment plan options below:

Monthly Payment

Please select from the following two payment options below:

Direct Debit

The YMCA will automatically draft your checking account according to schedule listed. A \$25 service fee will be charged to your account for any returned bank drafts. A voided check is required with this application to establish a direct debit.

____ Use the same account on file for Membership Dues

____ Same account on file as 2017-2018 for this program

____ Use New Account (attach below)

STAPLE CHECK HERE

Credit Card

The YMCA will automatically charge your card according to schedule listed. For this payment option, you must present your credit card to our member services desk at the time of registration. A \$25 fee will be assessed to any returned payments.

I accept and understand the payment policies as outlined above. I agree to make payment on or before the 1st of the month prior to the month being paid for.

Signature Date

**Please note that the monthly fee does not include Holiday (Christmas/Spring Break) Camp or Fun-days prior to Summer Camp starting.

FOR OFFICE USE ONLY:

Payment Type:

Credit Card (Information has been obtained and saved in Personify)

Direct Debit

Generated Calendar

Funds Moved