

# Kids Club Program Statements of Understanding

Please initial each statement to recognize understanding:

\_\_\_\_\_ I understand that a one-month deposit is due at the time of registration. The one-month deposit will pay for the **last** month my child/children are in the program. In order for the deposit to be refunded, at least **one full month's notice** is required when discontinuing the program.

\_\_\_\_\_ Payments are due by the 1<sup>st</sup> of each month. I understand that I am responsible for mailing the payment, dropping it off at the YMCA or paying the amount due via the web. Late payment will result in disruption of my child/children's participation in addition to a late fee.

\_\_\_\_\_ In order to change my child/children's enrollment information: number of days he/she attends, actual days that he/she attends, etc... I must speak with the School Age Childcare Director at the YMCA & complete a Day Change Request Form with 30 days notice.

\_\_\_\_\_ Under no circumstance may a child switch days that he/she attends the program. This is a liability for the YMCA and unfortunately is not a flexible rule. If a child needs to add a day for the month, it must be added before the month begins, and be consistent for the entire month. Therefore, if you want to add a Friday for your child, you must do so for the entire month.

\_\_\_\_\_ I will provide the School Age Childcare Director (SACD) with a copy of any court order in the event the other parent is not permitted to pick up my child/children from the Kids Club Program.

\_\_\_\_\_ In the event that any of the work numbers, home numbers, or emergency contact numbers that are listed for my child/children should change, I will immediately inform the Site Director and the School Age Childcare Director at the YMCA. I will also make sure that the emergency contacts I list for my child/children are aware that they may be called if I cannot be reached.

\_\_\_\_\_ I understand that in order for staff members to provide the appropriate supervision, guidance and assistance necessary for my child/children to have a successful experience in the Kids Club Program, I must provide clear and honest medical/behavioral information on the Medical Consent Form.

\_\_\_\_\_ In order for this registration to be processed (which takes at least 3 business days) in accordance with the New Jersey State Licensing Department, all information requested on the preceding registration forms must be completed at this time. Incomplete registration information will be returned to me with my deposit. I will then have to resubmit the completed registration and deposit if availability still remains.

\_\_\_\_\_ I understand that the Kids Club Program has and will follow the following expulsion policy. If a child becomes difficult to handle or overly disruptive to the group, or aggressive his/her participation may be suspended pending further evaluation by the program director. If the child is reinstated, and behavior problems still continue, the child will be terminated from the program.

\_\_\_\_\_ Vacation Camp registration must be completed by the cut-off date in order for your child to attend.

\_\_\_\_\_ Staff members protect themselves, and the YMCA, by agreeing not to be alone with YMCA youth or program participants outside of YMCA programs or facilities (**i.e. babysitting, transporting the children in staff vehicles, taking children on trips, having them in their homes, etc.**) As this is the YMCA policy, please do not put the staff in a difficult position by asking them to interact with your child outside of YMCA programs. Should something like this happen, report this interaction to the Kids Club Director at the Y immediately.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

***Keep this page for your records...***

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