



AFTER-SCHOOL SITES:

Tenie Holmes Elementary

Cherry Elementary

Linnie Roberts Elementary

ADMISSION DATE: _____

Bay City YMCA Programs

2024-2025 AFTER-SCHOOL CARE REGISTRATION FORM

General Information

Operation's Name: Bay City YMCA Programs After-School Care **Director's Name:** Michele Morales

Child's Full Name: _____ Date of Birth: _____
Last First M.I.

Child's Home Address: _____
Street Address Apartment/Unit #

Child lives with: Both Parents Mom Dad Guardian State ZIP Code

Name of Parent or Guardian Completing Form: _____
Last First M.I.

Address: _____
(if different from child's) Street Address Apartment/Unit #
City State ZIP Code

List Telephone Numbers where parents/guardian may be reached while child is in care:

Parent 1 Telephone No. _____ Parent 2 Telephone No. _____
 Guardian's Telephone No. _____ Custody Documents on File: Yes No

Give the name, address, and phone number of the responsible individual **to call** in case of an emergency if parents/guardian cannot be reached:

_____ Phone: _____
Last First M.I.

_____ Street Address Apartment/Unit #

_____ City State ZIP Code

I authorize the child care operation **to release** my child to leave the child care operation **ONLY** with the following person(s). List name and telephone number for each. Children will only be released to a parent or guardian or to a person designated by the parent/guardian after the verification of I.D.

Name & Phone No.		Name & Phone No.		Name & Phone No.	
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Consent Information

CHECK ALL THAT APPLY:

1. TRANSPORTATION

I give consent for my child to be transported and supervised by the operation's employees:

for emergency care on field trips to and from home to and from school

2. FIELD TRIPS

I give consent for my child to participate in the following water activities:

water table play sprinkler play splashing/wading pools swimming pools aquatic playgrounds

Is your child able to swim without assistance? Yes No

If yes, what assistance is needed:

Does your child wear a life jacket while in or near swimming pool? Yes No

Does your child have any physical, health, or other conditions that would put them at risk while swimming?

Yes No

3. PHOTO

Photos may be used on our social media page, newsletters, and flyers.

I give consent for my child to be photographed during YMCA After-School Care: Yes No

4. RECEIPT OF WRITTEN OPERATIONAL POLICIES

I acknowledge receipt of the facility's operational policies, including those for:

- | | |
|--|--|
| <input type="checkbox"/> Discipline and guidance | <input type="checkbox"/> Illness and exclusion criteria |
| <input type="checkbox"/> Suspension and expulsion | <input type="checkbox"/> Procedures for dispensing medications |
| <input type="checkbox"/> Safe sleep | <input type="checkbox"/> Immunization requirements for children |
| <input type="checkbox"/> Procedures for release of children | <input type="checkbox"/> Meals and food services practices |
| <input type="checkbox"/> Emergency plans | <input type="checkbox"/> Procedures to visit the center without securing prior approval |
| <input type="checkbox"/> Procedures for conducting health checks | <input type="checkbox"/> Procedures for parents to discuss concerns with Director |
| <input type="checkbox"/> Promotion of indoor and outdoor physical activity including criteria for extreme weather conditions | <input type="checkbox"/> Procedures for parents to contact Child Care Licensing, DFPS, Child Abuse Hotline, and DFPS website |
| | <input type="checkbox"/> Procedures for parents to participate in operations activities |

5. MEALS

I understand that the following meals will be served to my child while in care Yes No

Afternoon snack

6. DAYS AND TIMES IN CARE

My child is normally in care on the following days:

Monday Tuesday Wednesday Thursday Friday
During the hours of: _____ am pm **thru** _____ am pm

Authorization for Emergency Medical Attention

In the event I cannot be reached to make arrangements for emergency medical care, I authorize the person in charge to take my child to:

Name of Physician: _____ Phone Number _____
Address: _____

Name of Emergency Care Facility: _____
Address: _____
Phone Number: _____

I give consent for the facility to secure any and all necessary emergency medical care for my child.

Signature – Parent or Legal Guardian : _____

Child's Additional Information Section

CHECK ALL THAT APPLY:

- | | |
|--|---|
| <input type="checkbox"/> Environmental allergies | <input type="checkbox"/> Limitations or restrictions on child's activities |
| <input type="checkbox"/> Food intolerances | <input type="checkbox"/> Reasonable accommodations or modifications |
| <input type="checkbox"/> Existing illness | <input type="checkbox"/> Adaptive equipment (<i>include instructions below</i>) |
| <input type="checkbox"/> Previous serious illness | <input type="checkbox"/> Symptoms or indications of complications |
| <input type="checkbox"/> Injuries and hospitalizations (<i>past 12 months</i>) | <input type="checkbox"/> Medications prescribed for long-term use |
| <input type="checkbox"/> Other: _____ | |

Explain any needs selected above: _____

Does your child have diagnosed food allergies: Yes No Plan submitted on: _____

(please initial) I understand that if my child needs medication during time in care, I am required to fill out Form 7255, Medication Authorization.

Child day care operations are public accommodations under the Americans with Disabilities Act (ADA), Title III. If you believe that such an operation may be practicing discrimination in violation of Title III, you may call the ADA Information Line at (800) 514-0301 (voice) or (800) 514-0383 (TTY).

Signature – Parent or Legal Guardian : _____

School Age Children

My child attends the following school:

Name of School: _____ Grade: _____ School Phone No: _____

Child's required immunizations, vision, hearing, and TB records are current and on file at school: Yes No

My child has permission to (Check all that apply):

- ride the YMCA bus be released to the care of his/her sibling under 18 years old

Other: _____

Authorized pick up/drop off locations other than the child's address: _____

Varicella (Chickenpox)

Varicella (chickenpox) vaccine is not required if your child has had chickenpox disease. If your child has had chickenpox, please complete this statement:

My child had varicella disease (chickenpox) on or about _____ (date) and does not need the varicella vaccine.

Signature – Parent or Legal Guardian: _____

TB Test (if required)

Positive Negative Date: _____

Additional Information Regarding Immunizations

For additional information regarding immunizations, visit the Texas Department of State Health Services' website at www.dshs.state.tx.us/immuniz/public.shtm.

Gang Free Zone

Under the Texas Penal Code, any area within 1,000 feet of a child care center is a gang-free zone, where criminal offenses related to organized criminal activity are subject to harsher penalties.

Privacy Statement

DFPS values your privacy. For more information, read the Privacy and Security Policy online at <http://www.dfps.state.tx.us/policies/privacy.asp>.

Signatures

Child's Parent or Legal Guardian:

Date Signed:

X _____

Center Designee:

Date Signed:

X _____

DISCIPLINE AND GUIDANCE POLICY

Discipline must be:

- 1) Individualized and consistent for each child;
- 2) Appropriate to the child's level of understanding; and
- 3) Directed toward teaching the child acceptable behavior and self-control.

A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:

- 1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;
- 2) Reminding a child of behavior expectations daily by using clear, positive statements;
- 3) Redirecting behavior using positive statements; and
- 4) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

- 1) Corporal punishment or threats of corporal punishment;
- 2) Punishment associated with food, naps or toilet training;
- 3) Grabbing or pulling a child;
- 4) Putting anything in or on a child's mouth;
- 5) Humiliating, ridiculing, rejecting or yelling at a child;
- 6) Subjecting a child to harsh, abusive or profane language;
- 7) Placing a child in a locked or dark room, bathroom or closet;
- 8) Placing a child in a restrictive device for time out;
- 9) Withholding active play or keeping a child inside as a consequence for behavior, unless the child is exhibiting behavior during active play that Requires a brief supervised separation or time out that is consistent with 746.2803(4)(D); and
- 10) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.

ADDITIONAL DISCIPLINE AND GUIDANCE MEASURES

(Only applies to BAP/SAP programs that operate under Chapter 744)

A program must take the following steps if it uses disciplinary measures for teaching a skill, talent, ability, expertise, or proficiency:

- 1) Ensure that the measures are considered commonly accepted teaching or training techniques;
- 2) Describe the training and disciplinary measures in writing to parents and employees and include the following information:
 - (a) The disciplinary measures that may be used, such as physical exercise or sparring used in martial arts programs;
 - (b) What behaviors would warrant the use of these measures; and
 - (c) The maximum amount of time the measures would be imposed;
- 3) Inform parents that they have the right to ask for additional information; and
- 4) Ensure that the disciplinary measures used are not considered abuse, neglect, or exploitation as specified in Texas Family Code Section 261.001 and TAC Chapter 745, Subchapter K, Division 5, of this title (relating to Abuse and Neglect).

SIGNATURE

This policy is effective the following date and signed by:

Child's Parent or Legal Guardian:

Date Signed:

X _____

Minimum Standards Related to Discipline

Title 40, Chapter 746 Subchapter L:

[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=746&sch=L&rl=Y](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=746&sch=L&rl=Y)

Title 40, Chapter 747 Subchapter L:

[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=747&sch=L&rl=Y](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=747&sch=L&rl=Y)

Title 40, Chapter 744 Subchapter G:

[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=744&sch=G&rl=Y](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=40&pt=19&ch=744&sch=G&rl=Y)

CHILDCARE PAYMENT AGREEMENT 2024-2025

Child's Name _____

Parent/Guardian Name _____

Child's date of birth _____

Phone Number _____

PAYMENT OPTION 1 - AUTOPAY

USE THIS FORM IF YOU WANT YOUR CHILDCARE ACCOUNT ON AUTO-PAY

- Tuition fees are due weekly and will be deducted from my Bank Account or Credit/Debit Card **EVERY FRIDAY BY 2:00pm**, for the following week of child care.
Initials _____
- A \$25 late fee applies to all payments made after the due date. These fees **WILL NOT** be waived.
Initials _____
- A \$30 return fee applies to any payments declined by my Financial Institution. These fees **WILL NOT** be waived.
Initials _____
- If I pick up my child later than the designated pick up time, I will be charged a late pick-up fee of \$1 per minute.
Initials _____
- Payments, late fees and past due balances must be paid in full before the child or family members can return to any YMCA Program, Child Care or Membership.
Initials _____
- Enrollment fees are **NON-REFUNDABLE**.
Initials _____
- It is my responsibility to know when my Financial Assistance expires. Should my FA expire, I will pay full rate until my FA has been renewed. (Allow 2 weeks for application processing)
Initials _____
- The auto-draft is a continuous payment plan that will remain in effect until I request to terminate my child care account.
Initials _____
- If I wish to terminate or change my child care account in any way, I must give the Membership Director, Michele Morales, a **TWO WEEK NOTICE** via email at mmorales@ymcavictoria.org or phone 361-261-5354
Initials _____

AUTOMATIC PAYMENT INFORMATION: Credit/Debit Card Payments

PAYMENTS DRAFTED BETWEEN 12:00AM - 11:59PM

Card Type: MASTERCARD VISA AMEX DISCOVER
Name on Card: _____ Card Number: _____
Expiration Date: _____ Security Code: _____
Billing Address: _____
City/ST/Zip: _____

AUTOMATIC PAYMENT INFORMATION: Bank Account Payments

ALLOW UP TO 10 DAYS TO REFLECT ON YOUR BANK ACCOUNT

Account Type: Checking Savings
Name of Bank: _____ Name on Bank Account: _____
Routing Number: _____ Account Number: _____

Signature of person responsible for payments:

Date Signed:

X _____

CHILDCARE HANDBOOK

I have received the YMCA Childcare Handbook and agree to abide by the YMCA's childcare practices. I understand that if I have any questions, I may contact the Director, Michele Morales, via email at mmorales@ymcavictoria.org or phone 361-261-5359.

Child's Parent or Legal Guardian:

Date Signed:

X _____