



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

NO SCHOOL NO PROBLEM

School's Out Days YMCA & ST. FRANCIS SCHOOL DISTRICT

The YMCA of Metropolitan Milwaukee offers safe, quality care for your child (ages 5-12) when Willow Glen Primary and Deer Creek Intermediate are closed. Join us at Willow Glen Primary for a fun-filled day of activities including games, sports, arts & crafts, and more!

Please bring a water bottle, a nonperishable bag lunch, and a backpack. Label everything!
The YMCA will provide healthy snacks.

FEES, PAYMENT & REGISTRATION INFO

PROGRAM

The program runs from 7:00 AM-6:00 PM.

FEES

Program fees are \$60/full day.

WI SHARES & THIRD PARTY PAYMENTS

WI Shares and Third Party Payments are accepted.
Provider #1000558721
Location #106

REGISTRATION

Children must be registered at least one (1) week before the day of the program. Minimum program enrollment is twelve. If minimum enrollment is not met by the registration deadline, we will notify registered families of program cancellation at least five (5) days prior to the scheduled program date.

A photo ID is required in order to pick up your child from the program.

 **YMCA OF METROPOLITAN MILWAUKEE**
414-274-0759 | schoolage@ymcamke.org
www.ymcamke.org/schools-out

SAMPLE SCHEDULE

7:00-9:00 AM

Drop Off & Structured Free Play

9:00-9:45 AM

Morning Greetings & Snack

9:45-10:30 AM

Science, Technology, Engineering, Arts, Math (STEAM)

10:30 AM-12:00 PM

Enrichment Activities

12:00-1:00 PM

Lunch

1:00-2:00 PM

Quiet Time & Open Activities

2:00-3:00 PM

Imagination Station

3:00-3:30 PM

Afternoon Snack

4:00-6:00 PM

Structured Free Time & Pick Up

*Please arrive by 9:00 AM, or contact the Director for later arrival.

Child's Name _____ School Location _____

- My child is enrolled in the YMCA School Age program for the 2023–2024 school year.
- My child is NEW this academic school year (August 2023–May 2024). If new, the attached registration, health history, and emergency plan forms must be completed.

**ST. FRANCIS SCHOOL DISTRICT AT
WILLOW GLEN PRIMARY
SCHOOL'S OUT DAY DATES**

Please check desired dates:

- Friday, September 22
- Friday, October 27
- Monday, November 13
- Friday, December 22
- Friday, February 16
- Friday, March 15
- Friday, April 26
- Friday, May 24

These dates follow selected school calendars. To attend this program, child must attend a St. Francis Elementary School

You will be charged for all days checked unless schedule change is given to the Y School Age Office seven (7) days prior to schedule change.

BEFORE AND AFTER SCHOOL PROGRAM

We have over 30 before and after school sites in the metro–Milwaukee area. Visit ymcamke.org/schoolage or call 414-274-0759 for a location near you.

FINANCIAL ASSISTANCE & WI SHARES

YMCA financial assistance may be available upon request for families facing financial hardship. WI Shares and other third party payments are also accepted. Visit ymcamke.org/schools-out or call the School Age office at 414-274-0759.

HOW TO REGISTER

Please complete the two–page registration form by clearly printing the requested information on EVERY line of the form, including method of payment. Immunization information is required. Incomplete registration forms will not be processed.

An email will be sent to you once the registration has been completed.

THERE ARE THREE WAYS TO REGISTER:

- 1.** Register **ONLINE** at ymcamke.org/schools-out.
- 2.** Scan and **EMAIL** all completed forms and payment information to schoolage@ymcamke.org.
- 3. DROP OFF** completed forms with payment information at any YMCA of Metropolitan Milwaukee branch: Briscoe Family YMCA Wellness Center or Rite–Hite Family YMCA.

PAYMENT OPTIONS

Payment is either collected at the time of registration or charged on the first of the month that each School's Out Day falls in. If registering after the first, payment will be charged at the time of registration.

- I would like the YMCA to charge/draft my account for all days at the time of registration.
- I would like to charge/draft my account on the first of the month that each School's Out Day falls in. If registering after the first, I know payment will be charged at the time of registration.

Parent/Guardian Signature _____ Date _____

2023-24 REGISTRATION FORM, HEALTH HISTORY & EMERGENCY CARE PLAN

YMCA of Metropolitan Milwaukee One form per child. A new form must be filled out each school year.

CHILD'S SCHOOL LOCATION: _____

(ALL SECTIONS MUST BE FILLED OUT. IF SOMETHING DOES NOT APPLY, PLEASE USE N/A.)

CHILD INFORMATION

Child's First Name _____ Middle Initial _____ Last Name _____ Gender M F Other Birth date ____/____/____

This will be my child's ____ year at Y School Age Age at start of program ____ Child resides with Parent/Guardian #1 Parent/Guardian #2 Both Other _____

Parent/Guardian Information – Both parents must be listed. Use N/A if not applicable.

#1 Parent/Guardian First Name _____ Middle Initial _____ Last Name _____ Gender M F Other Birth date ____/____/____

Home Address (Street, City, State, Zip) _____

My address changed since last school year Home Phone Number _____ E-Mail _____

Where can we reach you while your child is at Y School Age? Work Phone Number _____ Cell Phone Number _____

Daytime Address/Employer Name & Address _____

#2 Parent/Guardian First Name _____ Middle Initial _____ Last Name _____ Gender M F Other Birth date ____/____/____

Home Address (Street, City, State, Zip) _____

My address changed since last school year Home Phone Number _____ E-Mail _____

Where can we reach you while your child is at Y Day Camp? Work Phone Number _____ Cell Phone Number _____

Daytime Address/Employer Name & Address _____

Emergency Contacts/Others Authorized to Pick Child Up One contact that is NOT a parent/guardian is required. Can add more on an Alternate Arrival/Release Form.

#1 First Name _____ Last Name _____ Relationship to child _____

Home Address (Street, City, State, Zip) _____

Phone Numbers: Home _____ Work _____ Cell _____

#2 First Name _____ Last Name _____ Relationship to child _____

Home Address (Street, City, State, Zip) _____

Phone Numbers: Home _____ Work _____ Cell _____

MEDICAL AND BEHAVIOR QUESTIONS These questions help us to provide the best care for your child. All information is confidential to Y Staff.

(ALL SECTIONS MUST BE FILLED OUT. IF SOMETHING DOES NOT APPLY, PLEASE USE N/A.)

1. Has your child had any of the following? NONE (QUESTIONS 1-8)

- Asthma Autism Diabetes
- ADD/ADHD Epilepsy/Seizures Cerebral Palsy/Motor Disorder
- Cognitively Disabled Dietary Restrictions _____
- Food/Milk Allergies _____

If child is allergic to milk, attach a statement from a medical professional indicating an acceptable alternative.

Gastrointestinal or feeding concerns, including special diet and supplement _____

Non-Food Allergies _____

Special accommodations at school (IEP, 504, ARD)

Sensory Concerns _____

Status of Vision, Hearing & Speech _____

Other Conditions requiring Special Care _____

2. Triggers that may cause any of the above problems (specify) _____

3. Signs or symptoms to watch for _____

4. Steps the childcare provider should follow _____

5. Identify any staff to whom you gave specialized training/ instructions _____

6. When to call parents regarding symptoms or failure to respond to treatment _____

7. When to consider that the condition requires emergency medical care or reassessment _____

8. Additional Information that may be helpful to us _____

9. Emergency Numbers Complete contact information required.

Physician Name _____ Phone _____

Location Address _____

10. List the MONTH, DAY AND YEAR the child received each of the following immunizations. DO NOT USE a (✓) or (x). If you do not have an immunization record for this child, contact your doctor or local health department to obtain the records.

TYPE OF VACCINE	1st Dose M/D/Y	2nd Dose M/D/Y	3rd Dose M/D/Y	4th Dose M/D/Y	5th Dose M/D/Y
Diphtheria-Tetanus-Pertussis Specify <input type="checkbox"/> DTP <input type="checkbox"/> DTaP <input type="checkbox"/> DT					
Polio					
Hib (Haemophilus Influenzae Type B)					
Pneumococcal Conjugate Vaccine (PCV)					
Hepatitis B					
Measles-Mumps-Rubella (MMR)					
Varicella (chickenpox) vaccine Vaccine is required only if the child has not had chickenpox disease.					Has child had Varicella (chickenpox) disease? Check the appropriate box and provide the year if known. <input type="checkbox"/> Yes, Year _____ <input type="checkbox"/> No or Unsure (Vaccine is required)

My child does not meet all immunization requirements. These requirements can only be waived if a properly signed health, religious, or personal conviction waiver is filed with the YMCA. Forms available at ymcamke.org.

11. Is your child currently taking any medications? Yes No

If yes, what kind and purpose _____

Does Y Staff need to administer medications? Yes No

I understand that if medication needs to be administered during YMCA programming, an Authorization to Administer Medication Form MUST be completed and medication must be brought to camp on your child's first day. Form is available at ymcamke.org.

12. Sunscreen/Insect Repellent (If provided by a parent, each bottle must be labeled)

- I authorize the YMCA to apply sunscreen to my child.
- I authorize the YMCA to allow my child to self-apply sunscreen.
 - My child may use sunscreen provided by the YMCA if theirs runs out or is missing (Generic NO-AD SPF 30).
 - If no, will only allow my child to use the sunscreen provided by parent: Brand Name _____ Strength _____
- I authorize the YMCA to apply insect repellent to my child.
- I authorize the YMCA to allow my child to self-apply insect repellent.
 - My child may use insect repellent provided by the YMCA if theirs runs out or is missing (Generic OFF 25% Deet).
 - If no, I will only allow my child to use the repellent provided by parent: Brand Name _____ Strength _____

Child's Name _____ School Location _____

Child's Start Date _____ / _____ / _____

PARENT/GUARDIAN AUTHORIZATION

Yes I give my consent for emergency medical care or treatment to be used only if I cannot be reached immediately. I authorize the YMCA staff/volunteers to administer first-aid. Prudent attempts will be made to contact the parent/guardian immediately. I understand that in signing this form, I agree to release the YMCA of Metropolitan Milwaukee from any liability for the risk of illness, accidents, or injury.
*Per licensing requirements.

Yes No I have reviewed the policies of this School Age program and a summary of the Wisconsin Rules for Licensing Child Care Centers. A parent handbook and licensing rules are available on-site, at your request, and at www.ymcamke.org.

Yes No I give permission for my child to participate in field trips and other activities during program hours.

Transported by Walking. I give permission for my child to walk to his/her classroom from program at morning bell and/or from classroom to program at afternoon bell.

If pets are added to the program, parents will be notified prior to the pet's addition to the program.

If swimming is involved in the program, all students are considered non-swimmers.

For my child's participation in activities sponsored by or any matters related to the YMCA of Metropolitan Milwaukee, I give my permission and consent, now and for all time (without any further compensation, claim, or demand by me) to the YMCA of Metropolitan Milwaukee, and to any advertising agency, entities, and third parties collaborating with YMCA of Metropolitan Milwaukee and their representative, if any (the "Organizations") to make, reproduce, edit, broadcast or rebroadcast any video film, footage, and other sound track recordings, or photo reproductions of me, and my narrative account of my experience with YMCA activities ("Materials") for publication, display, sale, or exhibition thereof in promotions, advertising, and legitimate business uses without any further compensation to me.

I agree the YMCA of Metropolitan Milwaukee reserves the right to withdraw a child from the program if, at the YMCA's discretion, the enrollment of the child negatively affects the integrity of the program and/or the YMCA's legal obligations through and under the Division of Children and Family Services (DCF-251).

Parent/Guardian Signature

Date

PAYMENT INFORMATION

All participants must provide debit/credit card information and will be charged the registration fee at time of sign-up.

Credit/Debit Card Account Information

Print your name as it appears on card _____

Credit Card Number _____

Expiration Date _____ Zip Code _____

Your payment information will be used for the one-time registration fee, as well as any monthly fees due, including WI Shares or Third Party Copays.

MY WI CHILD CARE AGREEMENT

_____ I receive MY WI Child Care Benefit. I will initiate MY WI Child Care EBT Edge payment on the first of each month.

_____ I am responsible for payments not covered (parent share). I have provided the necessary information (above) to cover any additional costs not covered by MY WI Child Care Benefit or other 3rd party benefits.

CREDIT/DEBIT CARD AUTHORIZATION AGREEMENT Initial that you agree to each point listed

_____ I authorize the YMCA of Metropolitan Milwaukee to charge the credit/debit card named above.

_____ The charge to my card will take place on or about the first of each month.

_____ It is my responsibility to check my credit card statement and report any discrepancies to the School Age Billing & Registration Office within 10 days of the charge in question.

_____ I am financially responsible for all payments. Should my payment not be honored by my financial institution for any reason, I am responsible for that payment plus a \$30 service charge assessed by the YMCA. If full payment is not made, I agree to pay for all extra fees incurred for the collection of funds.

_____ I understand that it is my responsibility to notify the YMCA of Metropolitan Milwaukee of any change in my credit card information, including the expiration date. Changes must be submitted in writing at least 10 days in advance of the billing date.

This agreement will remain in effect until the program has ended or the YMCA of Metropolitan Milwaukee receives a written notice of cancellation from me at least four weeks before cancellation from program or until I submit a new registration form to the YMCA of Metropolitan Milwaukee.

Provider and location numbers can be found listed on the information/registration form or call our School Age Billing & Registration Office (414-274-0759) for these numbers.

I approve this application, authorize payment by the above specified means, and certify that the applicant is capable of participating in this program. I understand that by signing this form, I am responsible for all fees for the YMCA School Age Program. I understand that the registration fee is non-transferable and non-refundable. I understand School Age Program fees must be paid monthly and in advance of the service. I understand that failure to pay fees may result in a late fee of \$10 per week. I understand fees are established based on schedule, not attendance. This is a flat monthly fee with no credit for time off, holidays, vacations, absences due to illness, or behavior. I am required to give a four-week notice for a permanent schedule change and/or withdrawal which affects the number of days my child will attend the YMCA School Age Program. Adjustments to the monthly rate will be made two weeks after the initial date of notice to customer service. I understand that any schedule change must be made in writing to the email address listed in this brochure. A confirmation email or phone call from YMCA Billing & Registration representative will follow request.

Parent/Guardian Signature

Date