

YAKIMA FAMILY YMCA ON-SITE CHILD CARE POLICY

We are here to provide children, ages 3 months through 6 years, with a warm and nurturing environment while you enjoy the use of our YMCA facilities. Child care can only be provided for children who are brought and picked-up by their parent or legal guardian. The parent/legal guardian must be a YMCA member, or a non-member adult participating in a YMCA program and must remain on the YMCA premises during the time child care is provided. (Exception: jogging/walking outside; must inform staff and carry a cell phone.)

On-Site Availability Applies To:

1. Current YMCA adult members
2. Current YMCA adult non-members who are participating in a program
3. One day membership purchasers
4. Punch card class participants (generally non-members)
5. Hotel guests who purchase YMCA facility use vouchers

On-Site Availability DOES NOT Apply To:

1. Guests of members using a Guest Pass
2. Siblings of children who are participating in a YMCA program
3. Members or Guests who leave the premises while their child is being cared for in On-Site. (See above exception)

On-Site Hours:

- 9:00 a.m. – 12:00 p.m., Monday Wednesday Friday
4:30 p.m. – 7:30 p.m., Monday through Thursday

REGISTRATION

Parents using On-site for the first time need to fill out a registration packet for each child. It is important for the YMCA to have current emergency contact & health information. It is the responsibility of the parent to make sure that all information is kept current.

SIGN IN/OUT

Parents must sign their child(ren) in and out from On-Site with their first AND last name and their YMCA PIN number. Each child must be signed in on a separate line with the child's first AND last name. NO initials please. Non-member adult participants need to use the temporary program card number assigned to them and follow the same procedures.

FEES

We offer two options for payment.

Option #1 - Punch cards

* These are \$20.00 punch cards, with a two-hour limit. They can be used in ½ hour increments.

1 st child	Infant \$5/hour	Toddler or Preschool \$4/hour
2 nd child	\$2/hour	
Additional children	\$1/hour	

Option #2 – Unlimited monthly pass

1 st child	Infant \$85/month	Toddler or Preschool \$65/month
2 nd child	\$55/month	
3 rd child	\$45/month	
Additional children	\$35/month	

LATE PICK UP

If parents are late in picking up their child after the two-hour limit or after the On-Site child care room closes, an additional \$1.00 per MINUTE late fee will be charged. If parents are continuously late, they will be asked to find another source of childcare.

DIAPERING

The staff will change a child's diaper while in our care, but we ask that parents make sure that children are "clean and dry" at the time of drop-off. Parents need to provide diapers, pull-ups or undergarments and wipes for those children who are not fully potty trained.

ILLNESS

If your child appears ill (i.e.: feverish, congested, diarrhea) we ask that you do not bring them into On-Site. If the YMCA staff feels that a child is ill or is behaving uncharacteristically, parents will be asked to pick-up their child from On-Site immediately.

SNACKS

Children may bring nutritional snacks to have while in our care. There will be a snack area or spot provided for eating. We ask that children don't bring candy or other sweets.

ACTIVITIES

Children will be provided with age appropriate toys, games and sometimes other small activities.

OTHER

If a child has special medical needs or any other special needs, please list the need on the registration form. We will provide you with a form for your doctor to complete a written plan for your child’s special needs that will need to be returned in order for the child to participate in our program. We will do our best to meet the needs of your child, unless the need poses a safety issue in the room.

Children crying uncontrollably or those having behavior problems will not be allowed to remain in On-Site. Parents will be called to the On-Site room to help calm the child and help the child adjust. If a child is unable to adjust, parents may be asked to remove their child for the day and return at a later time. We encourage parents to spend some time with their child(ren) the first time they come in.

INFANT CARE:

- **Bottles** – If your child will need a bottle while in our care, parents must bring a prepared bottle labeled with the child’s name
- **Sleeping** – Infant/Waddlers may only sleep on a flat surface on their back or while being held. **Sorry NO car seats or swings.**

Our goal is to provide a safe, warm and nurturing environment for your child(ren) while in our care, but, due to the limited space and staff to child ratios we may not be able to provide On-Site childcare for your child at the time of your arrival. Therefore, you may be asked if you would like to wait until another child leaves.

Thank you.

I have read the contents of the On-Site Child Care Policy: I understand these guidelines and am willing to comply.

Parent/Guardian Signature

Date

On-Site Staff Signature

Date

CHILD CARE

We build strong kids, strong families, strong communities

10/21/04