There has never been a better time to come to the Y after school! YMCA Out of School Time programs promote social responsibility, healthy habits, individuality & building strong relationships.

And that’s just the beginning of what our program offers.

For more information, please contact:

Jocie Letoile
Youth Development Director
245-2444 ext 50813
jletoile@gpymca.org

- Monday–Friday from afterschool until 5:30 pm
- Late Pickup available- until 6:00 pm!
- Flexible 2, 3 and 5–day options
- Enrichment programming model with activities such as cooking, Tae Kwon Do, astronomy, Dungeons & Dragons and more!
- Healthy snacks served daily
- Care available during school vacation week and professional days
- Engaging and professional Youth Development Staff
- 10% sibling benefit!
- YMCA Financial Assistance available and DHS vouchers accepted
YMCA of GREATER PROVIDENCE
OUT OF SCHOOL TIME
2019-2020 ENROLLMENT APPLICATION

All YMCA of Greater Providence childcare programs are licensed by either the Rhode Island Department of Children and Youth and Families or the Massachusetts Department of Early Education and Care. Our enrollment forms incorporate the highest standards from each state’s licensing requirement.

1. PRE-ADMISSION HISTORY

<table>
<thead>
<tr>
<th>Child’s First Name</th>
<th>Middle</th>
<th>Last</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>City/State</td>
<td>Zip</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td>Gender</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. CHILD’S IDENTIFYING INFORMATION

<table>
<thead>
<tr>
<th>Eye color</th>
<th>Skin color</th>
<th>Height</th>
<th>Weight</th>
<th>Ethnicity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. GENERAL ENROLLMENT INFORMATION

School attending: ________________________ Grade: ________________

Are you a YMCA Member? □ Yes □ No

Days requested: □ Monday □ Tuesday □ Wednesday □ Thursday □ Friday

Hours needed: □ Morning only □ Afternoon only □ Both morning and afternoon

Requested start date: ________________ **Must be confirmed by YMCA** DHS Certificate No. (If applicable)

DAILY SCHEDULE
In order to be in compliance with state guidelines, all child care enrollments must reflect the days and hours each child is in our care. Authorized enrollment times are determined by the State and are based upon the work schedule submitted.

Please complete the grid below to the best of your ability, providing us with the approximate times that you expect your child will be in our care each week.

<table>
<thead>
<tr>
<th>AM Enrollment</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Time</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>End Time</td>
<td>start of school day</td>
<td>start of school day</td>
<td>start of school day</td>
<td>start of school day</td>
<td>start of school day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PM Enrollment</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Time</td>
<td>end of school day</td>
<td>end of school day</td>
<td>end of school day</td>
<td>end of school day</td>
<td>end of school day</td>
</tr>
<tr>
<td>End Time</td>
<td>(all sites close at 6:00 pm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4. PARENT/GUARDIAN INFORMATION (PARENT/GUARDIAN ARE ALSO AUTHORIZED PICK UP)

<table>
<thead>
<tr>
<th>Parent #1/Guardian Name</th>
<th>Date of Birth</th>
<th>Home Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City/Town</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer</th>
<th>E-mail</th>
<th>Work Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parent #2/Guardian Name</th>
<th>Date of Birth</th>
<th>Home Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City/Town</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer</th>
<th>E-mail</th>
<th>Work Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

Parents marital status:  
☐ Married  ☐ Divorced  ☐ Separated  ☐ Widow  ☐ Single  
Guardianship status:  
☐ Guardian  ☐ Foster Parent

Are there any court orders relating to the child’s custody or release?  
☐ No  ☐ Yes  
If yes a copy MUST be provided prior to the start of the program.

5. EMERGENCY CONTACTS

The following people may be contacted if there is an emergency regarding my child and I am unable to be reached, and are also authorized to pick up my child. I understand that these individuals MUST be at least 18 years of age and be able to present a photo I.D. to sign out my child.  

Please note: State licensing requires at least one adult other than a child’s parents to be listed in case of emergency.

<table>
<thead>
<tr>
<th>Parent #1 or Emergency Contact/ Authorized Pick-up</th>
<th>Relationship</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parent #2 or Emergency Contact/ Authorized Pick-up</th>
<th>Relationship</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Emergency Contact/ Authorized Pick-up</th>
<th>Relationship</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6. AUTHORIZATION FOR PICK-UP

I understand that these individuals MUST be at least 18 years of age and be able to present a photo I.D. to sign out my child.  
Please note: State licensing requires at least one adult other than a child’s parents to be listed in case of emergency.

<table>
<thead>
<tr>
<th>Authorized Pick-up</th>
<th>Relationship</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Authorized Pick-up | Relationship | Phone
---|---|---
Authorized Pick-up | Relationship | Phone
Authorized Pick-up | Relationship | Phone

### 7. HOUSEHOLD INFORMATION
Please list other people living in the household:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship to child</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

What is the primary language spoken at home?

Does your child speak more than one language at home? [ ] No [ ] Yes

If yes, which languages?

### 8. GENERAL HEALTH INFORMATION
- Proof of physical exam (must be within last 12 months) and latest immunization record must accompany enrollment application.
- If child has an individual health plan written by physician it must be provided upon enrollment

Is your child allergic to any food, medication, plants, insects, liquids or other substances? [ ] No [ ] Yes

Does your child have any special fears? [ ] No [ ] Yes

If yes, what and how can we help?

Is your child under any medical care for any illness or communicable disease? [ ] No [ ] Yes

If yes, please explain:

Is your child taking any medication on a regular basis? [ ] No [ ] Yes

If yes, please explain:

Does your child require an epi-pen? [ ] No [ ] Yes

(EPIS must be provided to the Program Director prior to the child’s first day in the program)

If yes, are they able to self administer? [ ] No [ ] Yes

Is your child under any medical care for any illness or communicable disease? [ ] No [ ] Yes

If yes, please explain:

Does your child have any IEP or 504 Educational Plan? [ ] No [ ] Yes

If yes, a copy MUST BE PROVIDED prior to the start of the program

If your child’s activities/participation should be restricted in any way, please describe:

### 9. SOCIAL INFORMATION
YMCA of GREATER PROVIDENCE
OUT OF SCHOOL TIME
2019–2020 ENROLLMENT APPLICATION

Please tell us about how your child plays with other children?

Please tell us how your child expresses happiness? Sadness? Frustration?

What are your child’s favorite activities?

What holidays does your family celebrate?

Is there any other information that you would like to share to help us better understand your child?

WAIVER OF LIABILITY

The YMCA of Greater Providence recommends that all youth have an examination by a licensed physician prior to participating in YMCA sponsored activities. The purpose is to discover any condition which would make it dangerous for the child to participate in strenuous YMCA sponsored activities and to protect other participants from communicable diseases.

In accordance with Section 7-6-9 of the Rhode Island General Laws (entitled “Exemption from Liability to Participants in Sponsored Athletic or Sports Events”), I hereby waive any liability that the Greater Providence Young Men’s Christian Association (YMCA), its officers, directors, trustees, agents, servants, or employees might have for, and agree that said YMCA, its officers, directors, trustees, agents, servants, and employees shall not be liable for any bodily injury to me incurred while I am practicing for, or participating in, any contest or exhibition of an athletic or sports nature sponsored by the YMCA, and I hereby assume the risk of any bodily injury incurred by me while practicing for or participating in any contest or exhibition of an athletic or sports nature sponsored by the YMCA.

I hereby give my permission for my child to participate in the full YMCA-sponsored program, and, to the best of my knowledge, my child has no physical conditions which will make it dangerous for him/her to participate in YMCA-sponsored program activities.

The undersigned hereby gives the Young Men’s Christian Association of Greater Providence (YMCA of Greater Providence), a Rhode Island nonprofit corporation with principal offices located at 21 Peace St 6th floor, Providence, Rhode Island, 02907, its legal representatives, successors, and assigns, all persons and corporations acting with permission or upon its authority or for whom it is acting, the absolute right and unrestricted permission to take, copyright, use, and publish photographs of or concerning the undersigned for any purpose the YMCA of Greater Providence deems desirable.

The undersigned accordingly releases, discharges, and agrees to hold harmless the YMCA of Greater Providence, its legal representatives, successors, and assigns, and all persons or corporations acting with its permission or upon its authority or for whom it is acting, from any liability or for arising out of taking, copyrighting, using and publishing photographs of the undersigned for any purpose the YMCA of Greater Providence deems desirable.

AUTHORIZATION FOR EMERGENCY TREATMENTS

I authorize staff in the child care program who are trained in the basics of first aid/CPR to give my child first aid/CPR when appropriate.

In consideration of admittance, I hereby authorize the YMCA of Greater Providence to arrange for medical examination and/or treatment of my child, should an emergency arise at the child care site or on a field trip. It is also understood that a conscientious effort will be made by the staff to contact me at the emergency numbers I have provided below before any medical action is taken.

I would prefer to have my child taken to the following hospital if the need arises: _________________________________. I understand the choice of hospital may be limited by service of local emergency rescue service.

Physician’s Name

Address

Health Insurance Carrier

Policy No.

RELEASE OF ON AND OFF SITE FIELD TRIPS AND ON SITE SWIM AND GYM

I, (parent/guardian’s name) ________________________________________________________________, give permission to my son/daughter, [child’s name], to participate in YMCA field trips and/or special events and be transported on YMCA vehicles by qualified YMCA drivers. In addition I give permission for my child to participate in a supervised YMCA gym/swim program as offered. I hereby, for myself, executors and administrators, waive any and all claims to damages which I might have against the sponsors of the YMCA, their officers, advisors, agents, representatives, successors and assigns, for any and all injuries suffered by my child while participating in YMCA activities.

PHOTOGRAPH AND PUBLICATION GENERAL RELEASE

☐ No, Thank you.

The undersigned hereby gives the Young Men’s Christian Association of Greater Providence (YMCA of Greater Providence), a Rhode Island nonprofit corporation with principal offices located at 21 Peace St 6th floor, Providence, Rhode Island, 02907, its legal representatives, successors, and assigns, all persons and corporations acting with permission or upon its authority or for whom it is acting, the absolute right and
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Please be aware that the signatures on this application are the only persons authorized to make changes to this application including adding and deleting pick-up names.
I, ______________________________, am enrolling the above named child in the Greater Providence YMCA’s OST program. My Child’s first day of attendance will be ____________________.

Please check the boxes below and sign and date to confirm your understanding of the following OST Program policies.

**PAYMENTS:**
- Automatic Draft of weekly child care fees from a credit or checking account is required for admission.
- Payments are drafted weekly, even when an absence occurs, due to the program being closed, illness or vacation.
- All fees are drafted in advance of services. Payments will be drafted the Friday prior to care being provided. EFT returns will be claimed by our 3rd party agency eCashflow, additional fees will apply.
- This is a 39 week program and does not include school vacation weeks. Vacation Weeks require separate registration.
- Participants receiving the YMCA member rate for services must keep membership current. Lapse in membership will result in fees reverting to the non-member rate.
- When applicable, parent/guardian is responsible to pay any portion of weekly fees unpaid by a third party agency; participants are also responsible for completion of required paperwork as required by the agency.
- Requests for receipts for flex spending can be provided on a monthly basis if requested by parent/guardian. 7 day noticed required.

**SCHEDULE:**
- The program will be closed on: Labor Day, Columbus Day, Thanksgiving & the day after; Christmas; New Year’s and Memorial Day.
- In accordance with our inclement weather policy care may not be available on snow days, as well as other district specific holidays and teacher in service days. **These days are not pro-rated. Make up days will be charged.**
- The OST program closes at 6:00 pm daily. A late fee of $1.00 per minute will be assessed if your child is picked up from the program after 6:00 pm.
- Two week written notice must be provided to the OST Director for withdrawal from the program.
- Any changes to pick-up names and or program schedule must be done in writing in person with a valid ID.
- The OST Director may discontinue care for any of the following reasons:
  1. Parent/guardian has not submitted required paperwork or paperwork is inaccurate;
  2. Payment is late or unpaid
  3. Child is determined to be dangerous (physically, sexually or verbally) to other children or staff;
  4. Child is determined to have a medical, developmental or emotional condition that is beyond the scope of the OST program’s licensed ability to care for the needs of the child.

**SAFETY AND RISK MANAGEMENT:**
- Participants must be signed out of the program daily. A valid picture ID is required every day.
- Parent/guardian is responsible for providing the YMCA with any court documentation regarding child enrollment.
- Any authorized persons sent to pick up my child must be listed on the child’s application and must provide a valid picture ID. Persons listed must be at least 18 years of age. Any changes to the pick up list must be submitted in person by the parent/guardian that signed the original enrollment application.
- A Medication Release form must be filled out if any medication is required during program hours. Medication must have the following: a doctor’s label with the name of the child, name of medication, time/dosage to be administered and an expiration date.
- YMCA staff members are not permitted to babysit YMCA members or program participants.

______________________________  ________________________________
Parent/Guardian Signature                                             Date
YMCA GREATER PROVIDENCE
DRAFT AUTHORIZATION

CHILD’S NAME: _____________________________________________________________
AMOUNT: ________________ Transportation Fee: ____________________________

ACCOUNT INFORMATION

☐ Account on File Ending ___________

☐ I choose to utilize the Debit/Credit Card option: ☐ MC ☐ Visa ☐ DISC ☐ AMEX
Debit/Credit Card must be scanned in Daxko

Name on account __________________________________________________________
Account Number: Last 4 digits of card: __________ Expiration Date ___________

☐ I choose to utilize the Electronic Funds Transfer option using my checking account:
Check must be scanned in to account in DAXKO

Name on account __________________________________________________________
Name of Bank: ___________________________________________________________
Last 4 digits of Routing Number: _______ Last 4 digits of Account Number: _______

1. Payments will be in accordance of the policy of the program.
2. Drafts will continue throughout the duration of program participation or until the YMCA is notified in writing
   of your request to terminate the draft.
3. I understand if my EFT payment is claimed for non-sufficient funds, eCashflow is a 3rd party agency that will
   make 3 attempts to collect my payments. A $25 fee will be charged to my account by eCashflow in addition
   to any fees my bank charges.
4. If we are drafting a DHS determined co pay your draft will change in accordance with notification your co pay
   determined by the state.
5. All financial information is confidential and used for child care payments only.

I authorize my bank to honor preauthorized Electronic Funds Transfers (or credit card charges) against my account for
(membership/program/contribution) payments as indicated above. When the bank honors the EFT (or credit card) by charging my
account, such transfer shall constitute notice of payment due and my receipt for the payment.

Should any preauthorized EFT not be honored by said bank when received by them, then it is understood that the payment will be
claimed for processing by our third party agency, eCash Flow. They will make 3 attempts to collect the funds from your account. In
addition to the original transaction amount, eCash Flow will also debit a $25 non-sufficient funds fee from your account. Any credit
card transaction not honored, the YMCA at its discretion may resubmit the amount due for payment on a future date to include a
$25 service fee.

This payment will continue as scheduled or until the authorized payee submits cancellation in accordance with the cancellation
policy.

Authorized Signature ___________________________ Date: _________________
BAYSIDE FAMILY YMCA
SCHOOL RELEASE FORM

Name of Child______________________________________________________________

School Attending__________________________________________________________

I give my permission for my child to be release to the care of the Bayside Family YMCA throughout the school year on the days indicated below. A written note to school and a phone call to the YMCA are required on days that dismissal plans change.

Regular YMCA Schedule (mark the box for each day your child will attend the program after school):

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
</table>

Parent Guardian Signature __________________________________________ Date __________________

Parent Guardian Signature __________________________________________ Date __________________
2019-2020 OST Holiday Closures

OST WILL BE CLOSED ON THE FOLLOWING SCHOOL HOLIDAYS:

- September 2, 2019: Labor Day
- October 14, 2019: Columbus Day
- November 11, 2019: Veteran’s Day
- November 28, 2019: Thanksgiving Recess
- November 29, 2019: Thanksgiving Recess
- December 25, 2019: Christmas Day
- January 20, 2020: Martin Luther King, Jr. Day
- May 25, 2020: Memorial Day

Care will be provided on the following days with no additional charges for OST participants enrolled on that day of the week:

- September 2, 2019: Barrington No School
- September 30, 2019: Rosh Hashanah
- October 9, 2019: Yom Kippur
- November 27, 2019: Bristol/Warren No School
- December 9, 2019: Barrington No School
- February 4, 2020: Barrington No School
- February 17-18, 2020: Barrington No School
- March 30, 2020: Barrington No School
- April 10, 2020: Barrington, Bristol/Warren No School
- April 28, 2020: Barrington No School

Care will be available on the following days with additional charges for all (specific schedules will be available at the Y):

- December 23, 24, 26, 27, 30, 31: Holiday Recess all
- February 17– February 21: Bristol/Warren Winter Recess
- April 10-17: Spring Recess all
### Bayside Family YMCA 2019–2020 OST Rates*

**HAMPDEN MEADOWS SCHOOL**

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>5 Day YMCA Member</th>
<th>3 Day YMCA Member</th>
<th>2 Day YMCA Member</th>
<th>5 Day Community Member</th>
<th>3 Day Community Member</th>
<th>2 Day Community Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>After School 2:30-5:30 PM</td>
<td>$105</td>
<td>$85</td>
<td>$72</td>
<td>$210</td>
<td>$170</td>
<td>$144</td>
</tr>
<tr>
<td>Late Care 5:30-6:00 PM</td>
<td>$15</td>
<td>$9</td>
<td>$6</td>
<td>$25</td>
<td>$15</td>
<td>$10</td>
</tr>
</tbody>
</table>

**Vacation Week**

<table>
<thead>
<tr>
<th></th>
<th>5 day</th>
<th>4 day</th>
<th>3 day</th>
<th>2 day</th>
<th>1 day</th>
</tr>
</thead>
<tbody>
<tr>
<td>YMCA Members</td>
<td>$195</td>
<td>$175</td>
<td>$155</td>
<td>$135</td>
<td>$75</td>
</tr>
<tr>
<td>Community Members</td>
<td>$390</td>
<td>$350</td>
<td>$310</td>
<td>$270</td>
<td>$230</td>
</tr>
</tbody>
</table>

**Interested in before school care?**

Please call Jocie Leotoile at the YMCA
401-245-2444 ext. 50813

**10% Sibling Benefit**

Available to Family and Individual Plus Membership members only

*Please note: These rates are based on school start times as of 5/22/19. If times change, rates will be adjusted.

Our mission is to build healthy spirit, mind and body for all through programs, services and relationships that are based upon our core values of caring, honesty, respect, and responsibility.