

**OCEAN COUNTY YMCA Y-KIDS BEFORE & AFTER SCHOOL PROGRAMS**  
**2018-2019 REGISTRATION**  
**MANCHESTER SCHOOLS**

All forms must be completed in full for each individual child. Please print neatly and clearly.

CHECK PROGRAM ATTENDING: \_\_\_\_\_ AM – BEFORE SCHOOL PROGRAM  
\_\_\_\_\_ PM – AFTER SCHOOL PROGRAM

**CHILD'S NAME** \_\_\_\_\_

**SCHOOL ATTENDING** (During regular school day) \_\_\_\_\_

**START DATE** \_\_\_\_\_

**GRADE** (Sept 2018) \_\_\_\_\_

CHECK DAYS ATTENDING

**AM PROGRAM**

**6:30AM - Start of School**

|                 |                 |
|-----------------|-----------------|
| _____ MONDAY    |                 |
| _____ TUESDAY   | _____ 2 days AM |
| _____ WEDNESDAY | _____ 3 days AM |
| _____ THURSDAY  | _____ 4 days AM |
| _____ FRIDAY    | _____ 5 days AM |

**PM PROGRAM**

**End of School – 6:00PM**

|                 |                 |
|-----------------|-----------------|
| _____ MONDAY    |                 |
| _____ TUESDAY   | _____ 2 days PM |
| _____ WEDNESDAY | _____ 3 days PM |
| _____ THURSDAY  | _____ 4 days PM |
| _____ FRIDAY    | _____ 5 days PM |

**There is an ANNUAL, NON-REFUNDABLE \$80.00 registration fee  
that is required at the time of registration.**

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2018-2019 REGISTRATION

MANCHESTER SCHOOLS

CHILD'S FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

Birth Date \_\_\_\_\_ AGE \_\_\_\_\_ Male or Female \_\_\_\_\_ Grade (Sept 2018) \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Employer \_\_\_\_\_ Email Address \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Employer \_\_\_\_\_ Email Address \_\_\_\_\_

Additional contact in the event parent(s)/guardian(s) cannot be reached:

Pick up is needed within a thirty-minute time frame.

Emergency Contact \_\_\_\_\_ Relationship to child \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Relationship to child \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Pick up authorizations:

Please list all persons authorized to pick up your child. In emergency situations only, a parent/guardian must give written permission for an individual, who is not on this list to pick up the child. At pick up, every individual will be asked for identification, so please have it ready at the time of pick up. No exceptions will be made. This is done for the safety of your child. Please make sure that the individuals on this list are aware that they may also be called in the case of an emergency to pick up your child. You are welcome to add or delete from this list at any time. Please indicate if a non-custodial parent has limits on visitations or pick up. If a non-custodial parent has been denied visitation or has limited visitation by court order, a copy of the order must be given to the YMCA and kept on file. If DCPP is an authorized pick up, they MUST be listed as an authorized pick up.

Check this box if the authorized pick-up persons include those listed above.

PHOTO IDENTIFICATION IS REQUIRED BY AUTHORIZED PICK UP PERSONS \*\* NO EXCEPTIONS \*\*

Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Relationship to Child \_\_\_\_\_

**IF YOU ARE NOT ON THE LIST, WE WILL NOT RELEASE THE CHILD TO YOU!**

**MEDICAL INFORMATION**

Physician's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Dentist Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Preferred Hospital \_\_\_\_\_

Special Education Classification \_\_\_\_\_ Special Needs \_\_\_\_\_

Any physical or mental limitations \_\_\_\_\_

**ALLERGIES** \_\_\_\_\_

Current Medications \_\_\_\_\_

- Medication(s) that must be taken during the day requires a Medication Authorization Form to be completed separately

**HEALTH VALIDATION**

My child \_\_\_\_\_ is registered to participate in the Y-Kids Child Care Program. I attest to the fact that he/she is in healthy physical condition.

**Parent/Guardian Initial** \_\_\_\_\_**CONSENT FOR MEDICAL TREATMENT****CHILDS NAME** \_\_\_\_\_

State law requires Parents/Guardians to sign the following statement (only exception being religious reasons). If you do not sign this statement, basis of your religion, a separate waiver form must be signed.

"I, the parent or guardian of the above named child, gives permission to the physician selected by the Ocean County YMCA to hospitalize, secure proper treatment for the above named child."

**Parent/Guardian Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\* The above statement must be signed for emergency medical care as stated in the Manual for Child Care Centers, page 16, paragraph (b) \*\*\*

**PERSONAL HISTORY**

1. Does your child have any siblings? Please list names and ages
2. Are there any special medical needs, or medication taken on a consistent basis?
3. Are there any personal attributes you would like your child to develop while at school?
4. Please list any other information you think would be helpful for us to get to know your child.

## Parent/Guardian and YMCA Agreement

**PLEASE READ, INITIAL, SIGN AND DATE THE POLICIES BELOW**

### **DISCIPLINE POLICY**

**Initials** \_\_\_\_\_

I will review and reinforce the child conduct and other policies in the Child Care Resource Guide with my child prior to the start of school. Discipline at the Y is handled with much care and thought. Redirection and positive reinforcement are used to help children understand proper behavior. Children not following the conduct policy may be suspended or expelled from the program with no refund.

### **PHOTOGRAPHY POLICY**

**Initials** \_\_\_\_\_

I give the Y permission to use any and all photographs taken of my child in after school activities in Y publicity. The Ocean County YMCA values the privacy of its members. No photos or video of any type are to be made of any child or staff person without the consent of the Y Staff. This includes the use of cell phone cameras. As a result, Ocean County YMCA Child Care Programs expressly prohibit cell phone use of non-Y phones.

### **CHILD CARE POLICY AGREEMENT**

**Initials** \_\_\_\_\_

In keeping with the New Jersey's Child Care Licensing requirements, we are obligated to provide you, as the parent of a child enrolled at our center, with this information statement. The statement highlights, among other things: your right to visit and observe our center at any time without having to secure prior permission; the center's obligation to be licensed and to comply with licensing standards; and the obligation of all citizens to report suspected child abuse/neglect/exploitation to the State Child Hotline 1 877 NJ ABUSE. Please read this statement carefully and, if you have any questions, feel free to contact us at 732 341 9622.

**Child Care Resource Guide** I have received my Child Care Resource Guide.

**Initials** \_\_\_\_\_

### **Licensing Acknowledgement – Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read and received a copy of the Information to Parents Statement (inside Child Care Resource Guide) prepared by the Office of Licensing, Child Care & Youth Residential Licensing, in the Department of Children and Families.

### **Identification Policy – Inside Child Care Resource Guide**

I have read, received and understand the Identification Policy.

**Initials** \_\_\_\_\_

### **Policy on the Use of Technology and Social Media– Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Identification Policy.

### **Policy on the Release of Children – Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Identification Policy.

### **Bullying Policy – Inside child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Bullying Policy.

### **Suspension/Expulsion Policy– Inside child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Suspension/Expulsion Policy.

### **Policy on Communicable Disease and Management - Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Identification Policy.

### **Policy on the Methods of Parental Notification – Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I have read, received and understand the Identification Policy.

### **Financial Policy– Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

All Memberships must be current. All payments, including membership fees, are due the 15<sup>th</sup> of each month, to be applied to the following month's childcare.

### **Inactivations– Inside Child Care Resource Guide**

**Initials** \_\_\_\_\_

I understand that two weeks written notice is required for inactivations and that an immediate inactivation will incur a two-week fee.

I have read all of the above information and I am fully aware of all of the terms and principles contained herein.

**Parent/Guardian Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Member Services Representative** \_\_\_\_\_

**Date** \_\_\_\_\_