



# YMCA AFTERSCHOOL REGISTRATION 2022–2023

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**\* If registering online, please make sure online registration has been completed prior to completing this packet. This registration packet is in addition to online enrollment and needs to be turned in for each child along with a current copy of child's immunization record to the school Y Afterschool Site Director or YMCA Branch Afterschool Director prior to your child's first day of attendance.**

**\*If registering at the YMCA branch, please come with completed registration packet and a current copy of child's immunization record.**

Register online at [spiritonline.ymcaatlanta.org](https://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

## WELCOME TO YMCA AFTERSCHOOL

There is no organization quite like the Y. Deeply rooted in your community, our movement is made up of people of all ages and from every walk of life, all working side-by-side to ensure everyone, regardless of gender, income or background has the opportunity to live life to its fullest. We value caring, honesty, respect and responsibility, and everything we do stems from this. Our staff at 55 Afterschool sites in six counties are all personally committed to helping families raise their children to their fullest potential.

We are the nation's leading nonprofit strengthening communities through youth development, healthy living and social responsibility. With a focus on nurturing the potential of every child, improving the nation's health and well-being and providing opportunities to give back and support neighbors, the Y enables all to be healthy, confident, connected and secure. Take the time to familiarize yourself with this packet. We endeavor to provide an after school experience that models the best practices in keeping kids safe and delivering impact through quality, affordable childcare.

Pages 2-8 in this registration packet require completion for each child enrolling. All information must be completed and all signatures requested, signed. This packet needs to be turned into the Y Afterschool Director at your child/children's school along with a copy of each child's immunization records, prior to or on your child's start date. A separate packet is required for each child.

### CHILD'S PERSONAL HISTORY

Child's Name: \_\_\_\_\_ Start Date: \_\_\_\_\_  
 School: \_\_\_\_\_ Called: \_\_\_\_\_  
 Ethnicity: \_\_\_\_\_ Birth Date: \_\_/\_\_/\_\_\_\_ Sex: (circle) M F  
 Age: \_\_\_\_\_ Grade: (circle) PK 1 2 3 4 5  
 Home Phone: \_\_\_\_\_ Preferred Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Child lives with: \_\_\_\_\_  
 Child's Legal Guardian(s):  Both Parents  Guardian 1  Guardian 2  Other \_\_\_\_\_

Legal Guardian One	
Guardian Name: _____	Relation to child: _____
Guardian Date of Birth ____/____/____	Guardian Home Address (if different from child's) _____
Guardian's Contact	
Email address _____	_____
Phone 1 _____	Phone 2 _____

Legal Guardian Two	
Guardian Name: _____	Relation to child: _____
Guardian Date of Birth ____/____/____	Guardian Home Address (if different from child's) _____
Guardian's Contact	
Email address _____	_____
Phone 1 _____	Phone 2 _____

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# PARENT PICK-UP AUTHORIZATION

YMCA staff wants to ensure your child's safe and enjoyable experience in our afterschool program. Please help us by agreeing to the following procedures:

- I will sign out my child/ren as I come to pick him/her/them up.
- I understand that interaction with other children and/or entering the program space beyond the check-out point is not permitted.
- I will personally escort my child from the afterschool pick up area out of the building.
- I will supply in writing the required information of those who are authorized to pick up my child, including myself and any other authorized persons.
- I understand that any changes to pick up list must be made in writing and I also understand that the receipt of any changes must be confirmed by YMCA staff in writing.
- I understand that adults authorized to pick up my child must present a valid photo ID (preferably a state driver's license or other form of government-issued identification).
- I understand that if the name and address listed on the ID card does not EXACTLY MATCH that of the person picking up my child, my child may not be released.
- I understand that YMCA staff will ONLY release a child to authorized adults listed below or adults listed as emergency contacts.
- I understand that authorized adults must be 18 or older.
- In addition to the parents/guardians listed on page 2, the individuals listed below may also pick up my child. I will update the Y immediately when a change is required.

AUTHORIZED PICKUPS FOR (PRINT CHILD'S NAME) _____	
1: Name: _____	Relation to Child: _____
Address: _____	
Phone 1: _____	Phone 2: _____
2: Name: _____	Relation to Child: _____
Address: _____	
Phone 1: _____	Phone 2: _____
3: Name: _____	Relation to Child: _____
Address: _____	
Phone 1: _____	Phone 2: _____
4: Name: _____	Relation to Child: _____
Address: _____	
Phone 1: _____	Phone 2: _____

Please list below any people who **may not pick up** your child without additional written permission. (Copies of any court order to support this should be kept with this form.)

1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

## ACKNOWLEDGMENT OF POLICIES & GUIDELINES

By signing below, I acknowledge that I have read the above and the parent handbook, and that I understand the policies and guidelines of the program, and I agree to abide by them. Should I have any questions or concerns, I will contact the Program Director. I understand that the staff makes every effort to provide a quality program, and that participants and parents must follow all rules, guidelines, and procedures in order for the program to be a successful experience for all.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

# YMCA OF METRO ATLANTA EMERGENCY INFORMATION, WAIVER, AND MEDICAL AUTHORIZATION

Print Parent/Guardian Name: \_\_\_\_\_ Date \_\_\_\_\_

Child's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Age: \_\_\_\_\_

Grade: (circle) pk 1 2 3 4 5 Birth Date: \_\_ / \_\_ / \_\_\_\_ Sex: (circle) Male Female Other \_\_\_\_\_

## Medical/Special Support Need Information: Circle Yes or No for each

- Has child been hospitalized or had operations, serious injuries, fractures, etc. in the past five years? Yes No
- Does child have any disability, special needs, chronic or recurring illness or conditions? Yes No
- Does child have any conditions requiring medical treatment or special considerations while in this program? Yes No
- Does your child have any needs that require special support services during the school day? Yes No
- Are there any activities from which your child should be exempted for health reasons? Yes No

If you answered "yes" to any of the above, please provide details \*\*feel free to attach information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Current Medications (prescribed and over the counter)

Medication Name	Dose and frequency/day	Times Administered
Example: leptoreal	Example: 10 mg, 2X/day	Example: Dose 1: 8 am      2: 4 pm

\*If Medication (over the counter or prescription) will need to be administered during Afterschool, parent/guardian must provide program director with letter stating the medication, dosage, administration time and details. \*see site director

List allergies and diet restrictions (please include allergy and reaction to allergen):

\_\_\_\_\_

## Health Provider & Insurance Information

Physician: Physician's Name: \_\_\_\_\_ at (hospital/clinic/office): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Insurance: Medical Insurance Carrier: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Group Number: \_\_\_\_\_

## Emergency Contact

Guardian to be contacted first: \_\_\_\_\_ Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_

If the initial emergency contact cannot be reached, we will attempt to reach (Please include at least two):

2nd Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

3rd Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian Signature: Please confirm the accuracy of the above information by signing below.

Print Name \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

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## **YOUTH PROGRAM PARTICIPANT RELEASE, WAIVER OF LIABILITY, AND COVENANT NOT TO SUE**

**NOTICE: THIS IS A LEGALLY BINDING AGREEMENT. Read this document carefully and in entirety. By signing this agreement, you give up your right and the named minor's right to bring a court action to recover compensation or obtain any other remedy for any personal injury, illness, or property damage however caused arising out of the named minor's participation in any YMCA programs, now or any time in the future.**

**1. Acknowledgement of Risk.** I, in my legal capacity as the parent/guardian of the minor named below, do hereby acknowledge, and agree that participation in youth program activities conducted or sponsored by the **Young Men's Christian Association of Metropolitan Atlanta, Inc.**, and its subsidiaries and affiliates, and its past or present officers, directors, managers, employees, supervisors, agents, or representatives and assigns (collectively known as the "YMCA") comes with inherent risks. I have full knowledge and understanding of the inherent risks associated with youth program and childcare activities (collectively, "Youth Program") participation, including but in no way limited to: (1) slips, trips, and falls, (2) aquatic injuries, (3) athletic injuries, and (4) illness, including exposure to viruses or bacteria. I further acknowledge that the preceding list is not inclusive of all possible risks associated with Youth Program participation and that said list in no way limits the operation of this Agreement.

**2. Coronavirus / COVID-19 Warning & Disclaimer.** Coronavirus, COVID-19 is an **extremely contagious** virus that spreads easily through person-to-person contact. Federal and state authorities recommend social distancing as a means to prevent the spread of the virus. **COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Participating in YMCA Youth Program activities or accessing YMCA facilities could increase the risk of contracting COVID-19.** The YMCA in no way warrants that COVID-19 infection will not occur through participation in YMCA Youth Program activities or accessing YMCA facilities.

**3. Consent to Medical Treatment.** By signing this form I hereby give permission to YMCA staff to administer over-the-counter medications and physician-ordered medication to my child named below in cases deemed necessary, and in the event I cannot be reached in an emergency, I hereby give permission to the YMCA to hospitalize, or secure proper treatment for, my child. I hereby FOREVER release, discharge, indemnify, hold harmless, defend, exonerate, and covenant not to sue the YMCA from any and all liability or claim whatsoever which arises or may hereafter arise, directly or indirectly, on account of any first aid, treatment, or medical service rendered in connection with the Youth Program activities participated in by my minor child with the YMCA, and I assume all risk associated therewith. I also understand that the YMCA does not and shall not assume any responsibility for or obligation to provide financial assistance or other assistance to me or to my minor child (if applicable), including, but not limited to, medical, health, or disability insurance in the event of injury, illness, or other claim or loss.

**4. Consent to Transport.** I give permission for my child/ward to participate on supervised field trips away from the site and to be transported on a YMCA owned, leased or hired vehicle.

**5. Waiver, Release, Indemnification & Covenant Not to Sue.** In consideration of the participation of (child name)

\_\_\_\_\_, (DOB) \_\_\_\_\_, in YMCA Youth Program activities, I, \_\_\_\_\_, the parent/guardian of the minor named above, agree to release and on behalf of myself and the minor named above, my heirs, representatives, executors, administrators, and assigns, **HEREBY DO RELEASE** the YMCA, its officers, directors, employees, volunteers, agents, representatives and insurers ("Releasees") from any causes of action, claims, or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which I, together with the named minor, my heirs, representatives, executors, administrators and assigns may have, now or in the future, against the YMCA on account of personal injury, property damage, illness, death or accident of any kind, arising out of or in any way related to the use of the YMCA facilities/equipment, participation in YMCA Youth Program activities or other activities whether that participation is supervised or unsupervised, however the injury, illness, or damage occurs. In consideration of the named minor's participation in Youth Program activities, I, the undersigned parent/guardian of the named minor, agree to **INDEMNIFY AND HOLD HARMLESS** Releasees from any and all causes of action, claims, demands, losses, or costs of any nature whatsoever arising out of or in any way related to the named minor's Youth Program participation.

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**6. Other.** I expressly agree that this Agreement is intended to be as broad and inclusive as permitted by the laws of the State of Georgia, and all other applicable laws, rules, and regulations wherever found, and that this Agreement shall be governed by and interpreted in accordance with the internal laws of the State of Georgia. I agree that jurisdiction and venue for any actions with respect to this Agreement shall only be had in a tribunal of competent jurisdiction in Fulton County, Georgia. I agree that in the event that any clause or provision of this Agreement shall be held to be invalid by any tribunal of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Agreement, which shall continue to be fully enforceable.

**7. Policy on Photography.** I authorize and grant permission for the use and reproduction of any and all photographs or video footage of myself or my dependents for any lawful purpose including YMCA promotional purposes without compensation.

I further certify that my date of birth is \_\_\_\_\_ (MM/DD/YYYY), that my present age is \_\_\_\_\_, that I am therefore of lawful age (18 years or older) and otherwise legally competent to sign this agreement, and that I have legal capacity to act as the parent/guardian of the named minor. I further understand that the terms of this agreement are legally binding and certify that I am signing this agreement, after having carefully read it, of my own free will.

**ACKNOWLEDGEMENT OF POLICIES & GUIDELINES:** By signing below, I acknowledge that I have read the above information, and that I understand the policies and guidelines of the program and I agree to abide by them. Should I have any questions or concerns, I will contact the Program Director. I understand that the staff makes every effort to provide a quality program, but additionally it is important that participants and parents follow all rules, guidelines and procedures in order for the program to be a successful experience for all.

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

**Print Name:** \_\_\_\_\_

## PARENT/GUARDIAN AUTHORIZATION

I certify that, in advance of participation in YMCA programs, I have received any and all information which I deem necessary or important in making an informed choice regarding my child/ward's participation in such activity or program. I acknowledge the risks inherent in my child's participation in activities. In consideration for the YMCA of Metro Atlanta allowing my child/ward to participate in such activity or program, I hereby voluntarily agree to assume all risks of his/her participation in such activity or program.

**Authorization of Treatment:** I hereby give my permission to the medical personnel selected by the director to secure emergency medical treatment including but not limited to, first aid, CPR, admission to any hospital, tests, surgery or general anesthesia, so long as care is provided by persons or facilities licensed in the state in which such treatment is rendered. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by the director to secure and administer treatment, including hospitalization, for **(print child's name)** \_\_\_\_\_.

The completed forms may be photocopied for field trips. I further acknowledge that any medical treatment ordered is my financial responsibility and not that of YMCA of Metro Atlanta, or any of its agents, volunteers or employees.

**Hospital Consent:** Hospital has permission to treat my child (specify name of hospital):  
\_\_\_\_\_

### Acknowledgment of Policies & Guidelines

By signing below, I acknowledge that I have read the above information, and that I understand the policies and guidelines of the program and I agree to abide by them. Should I have any questions or concerns, I will contact the Program Director. I understand that the staff makes every effort to provide a quality program, but additionally it is important that participants and parents follow all rules, guidelines and procedures in order for the program to be a successful experience for all.

**Print Name:** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

## PAYMENT + PROGRAM POLICIES AGREEMENT

**Care.** I understand the YMCA agrees to provide childcare Monday–Friday, on days that school is operating, from school dismissal until the end of program. This care includes a nutritious snack. Students are not to bring food to the program, and I need to tell the Program Director if my child has dietary restrictions. **NOTICE TO PARENTS AND GUARDIANS: THIS FACILITY DOES NOT CARRY LIABILITY INSURANCE COVERAGE SUFFICIENT TO PROTECT YOUR CHILDREN IN THE EVENT OF AN INJURY, ETC.**

**Original Signatures.** I understand that I can scan and email registration forms to enroll my child in Y afterschool, but I also understand that original signatures will need to be added to any scanned documents to meet requirements by the Childcare Licensing Division of Bright from the Start. I understand that this packet needs to be completed in addition to online enrollment. I understand that an original copy of this registration packet, along with current immunization records must be provided on or prior to the day my child is starting afterschool.

**Fees.** I understand that Y Afterschool registration is a commitment for the entire school year and the Y offers full-time or part-time options. Attendance requirements for option of Full-Time (FT) or Part-Time (PT) are as follows: three or more days per week = FT and one or two days per week = PT. This is selected at the time of registration. I understand that the Y Afterschool fees vary per month based on weeks and selected full-time or part-time weekly attendance. Payment will be monthly or weekly with option of auto-draft or invoicing and selected at time of registration. Registration is completed by registering for the school year online at [ymcaatlanta.spiritplus.net](http://ymcaatlanta.spiritplus.net) or in person at the YMCA. In order to register online, you will choose weekly or monthly auto-charge during the initial registration. I understand that a one dollar deposit per month will be charged to reserve my child's space for the school year when registering. In order to reserve my child's spot in Afterschool, the first week of tuition and \$1 per month for the school year is due at the time of registration along with the membership fee. Any extenuating circumstances will need to be discussed with the YMCA Program Director. I understand that financial aid applications are available online and at the branch and that this program does try to provide scholarships to all eligible applicants. I understand that payment of childcare fees is the responsibility of me, the parent/guardian. I understand that my child may be withdrawn from the program if I am not responsive to the notice of non-payment. Payment reminders will be given; however, payment must be made on a timely basis **REGARDLESS OF RECEIPT OF INVOICE. I am responsible for keeping my account current at all times and will refer to the parent handbook to find out exactly when fees are due.**

**Inclement Weather or Illness.** I understand that due to inclement weather or illness, if my child is present in the program 3 or more days, I will be charged the total fee for the week and if my child is present 2 days or less, I will be charged half of the total fee for the week. The YMCA will prorate fees when this occurs, but I must contact the Program Director for approval.

**Membership Fees.** I understand that a YMCA Program Membership fee of \$45 (annual fee) per family is due for those participants who are not already current members of the YMCA.

**Cancellation.** I understand that the Afterschool Program requires a TWO-WEEK WRITTEN NOTICE of withdrawal to be dropped off to the applicable YMCA branch Office OR emailed to [Cassier@ymcaatlanta.org](mailto:Cassier@ymcaatlanta.org). Until such notice is received by the YMCA branch, parents are responsible for fees. I agree to contact the Afterschool Registrar for details regarding cancellation if I wish to cancel enrollment.

**Late Registration Fee.** I understand that Y Afterschool needs sufficient time to prepare for my child to begin. A \$ \$10 late fee will be assessed per child for parents registering their child/ren on the 1st of each month or 5 days after the due date.

**Late Pick-Up Fee.** I understand that the site closes promptly at 6:00 or 6:30 p.m. If my child is left after closing time, YMCA staff will attempt to contact parents first and then will proceed to the listed emergency contacts. A late fee will be assessed with a dollar per minute per child for every minute after 6:00. Refer to the handbook to see the steps and timeline for late pick up.

**Immunizations.** I understand that a current health department immunization record #3231 is required with enrollment papers and that my child will not be able to participate without providing a current record of immunization.

**Sick Children.** In order to maintain a safe and healthy environment for all children, I understand that children who are ill, which includes but is not limited to oral temperatures of 100.4 degrees or higher, any contagious symptoms such as rashes, sore throat, congestion, vomiting, etc., should not attend Afterschool. If my child has been exposed to or contracted any serious communicable or infectious disease he or she may not return until accompanied by a note from the child's physician. I understand the YMCA will keep me informed of any incidents, including illnesses, injuries and exposure to communicable diseases and will post when a communicable disease has been introduced into the program. Arrangements must be made for immediate pick-up if I am notified that my child is ill.

**Medication.** If medication needs to be distributed, I agree to contact the Program Director so arrangements can be made.

**Weather-Related School Closings.** I understand that **Afterschool will be canceled if my child's school closes early or cancels afterschool activities** due to inclement weather or any emergency. I should follow my school's related guidelines (which may include calling the school, emailing the teacher, etc. to let the school know how my child should be traveling home). In the event of an unplanned early release from the YMCA Afterschool Program, I must follow the communications procedures as outlined in the Parent Handbook. All children must have an alternate pick up or care at time of dismissal. **In the event of weather-related school closings, the weekly fee will be prorated to half price ONLY if schools are closed for 3 or more days and guardian requests within two weeks of closings.**

**Parent Handbook.** I understand the YMCA will make the parent handbook available online. It is my responsibility to read the Parent Handbook. The 2022-2023 handbook will be available online by August, 2022.

**Special Needs.** I understand that for the YMCA to appropriately modify childcare delivery to address diverse needs, they need to know at the time of enrollment if my child has special needs that require adaptations or modifications.

**Acknowledgment of Policies & Guidelines.** By signing below, I acknowledge that I have read the above information, that I understand the policies and guidelines of the program, and I agree to abide by them. Should I have any questions or concerns, I will contact the Program Director. I understand that the staff makes every effort to provide a quality program, and that participants and parents must follow all rules, guidelines and procedures in order for the program to be a successful experience for all.

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

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## IMPORTANT PAYMENT INFORMATION: Complete one form per household

### Step 1: Select Membership Type

A. Current Y member: \_\_\_\_\_ Program \_\_\_\_\_ Facility

### B. New OR Renewing Member:

\_\_\_\_\_ Program Membership \$45.00 Annual

\_\_\_\_\_ Facility Membership \$100 joining fee + \$99 per month

\*In order to sign up for Afterschool, the participant must have a current Program or Facility Membership.

### Step 2: Select weekly offering FT or PT.

\_\_\_\_\_ Full Time (3 days or more per week)

\$85 per week Program Member

\_\_\_\_\_ Part Time (1–2 days per week)

\$45 per week Program Member

### Step 3: Select payment method

Select one: Auto Draft or Invoice (circle)

#### A. Drafting Type: Monthly or Weekly

\_\_\_\_\_ Monthly Draft = Monthly Fee (PT or FT rate) \_\_\_\_\_ x \_\_\_\_\_ (Number of Children)

Select Draft Dates:

\_\_\_\_\_ Monthly – 1st of each month

\_\_\_\_\_ Bi-monthly – 1st and 15th of each month

\_\_\_\_\_ Weekly Draft = Weekly Fee (PT or FT rate) \_\_\_\_\_ x \_\_\_\_\_ (Number of Children)

\* Invoices sent a month in advance and payment is due Friday 2 weeks prior to week of service

OR

B. Invoice = Invoices are sent a month in advance.

\_\_\_\_\_ Monthly Payment: Due by the 1st of each month

\_\_\_\_\_ Weekly Payment: Due the Friday 2 weeks prior to week of service

Auto Draft is drafted from the authorized card each week on the above selected draft dates. Credit card will be entered at time of registration online or in person.

### Step 4: 2022–2023 Afterschool Registration

To reserve your spot, the first week or month of tuition is due at time of Registration, including \$1 for each future month (September–December) and new membership fees of current membership.

\*Additional tuition payment may be due based on payment due date schedule.

Select one: \_\_\_\_\_ Online \_\_\_\_\_ In person at YMCA

Registration Payment: \$ \_\_\_\_\_ First week/month + \$4 per future months (September–December) +

\$ \_\_\_\_\_ Membership fee or Current = \$ \_\_\_\_\_ Total

\$ \_\_\_\_\_ Total Above x \_\_\_\_\_ (# of Children) = \$ \_\_\_\_\_ Total Initial Payment

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## **YMCA PROGRAM EVALUATION CONSENT FORM (HELLO INSIGHT)**

Dear Parent/Guardian,

Your child's experience and development are important to the YMCA. To ensure that your child is engaged in high-quality programming, we would like to collect data from your child.

### **WHY DO WE WANT TO COLLECT DATA?**

In order to assure that the program your child participates in is high quality and has a positive impact, the YMCA of Metro Atlanta and YMCA of the USA (Y-USA, the national resource office of YMCAs) jointly engage in ongoing research, evaluation and/or quality improvement efforts. Youth programs are periodically assessed to see what is going well, to identify areas of the program that can be improved, and to make sure that the children the YMCA serves are benefitting from the program. By collecting surveys and related information, the Y is investigating whether the goals for positive youth development are being met. This research is also intended to develop a national YMCA dataset that can be used, for example, to provide benchmarked data for local YMCA sites and programs and to provide funders with outcome data.

### **WHAT DATA WILL BE COLLECTED?**

As a youth program participant, your child will be asked to fill out a survey at the beginning and at the end of the program. She/he will be asked to reflect on their interests and their experiences in the program.

### **CONSENT TO PARTICIPATE IN PROGRAM EVALUATION**

We are asking your permission to use the information collected from your child (e.g., assessments, survey results). The YMCA of Metro Atlanta and Y-USA will comply with all state and federal laws in collecting, storing, analyzing and presenting data. Expected participation in data collection will be under 30 minutes.

### **BENEFITS**

A benefit means that something good happens to you or your child. By participating in the YMCA's program, your child will receive high-quality programming and exposure to enrichment activities. For the research and evaluation component, you and your child will not receive any direct benefit. However, future YMCA participants may benefit from changes to the program that were implemented as a result of the evaluation. That is, the evaluation may make the program better for future YMCA participants.

### **KEEPING YOUR INFORMATION CONFIDENTIAL**

Y-USA will follow all applicable federal and state laws that protect your child's personal and school related information (e.g., FERPA), including maintaining appropriate physical, electronic, and procedural safeguards. Youth information is confidential and will not be shared or discussed with anyone outside of the YMCA of Metro Atlanta and Y-USA staff, external researchers, their partners, and data collectors.

Your child's name will not be used in any external/public-facing publications; rather, your child's data will be aggregated with other students enrolled in the program. All collected data for this project will be securely stored in lockable locations, secure computer files, or on computer servers accessible only to the approved and trained researchers and authorized local Y and Y-USA staff. Y-USA plans on keeping this data indefinitely, in order to identify trends in program participation and youth outcomes. This data may be included in local YMCA reports, Y-USA site and national program reports, as well as in peer-reviewed education and evaluation journal articles.

There is a very small risk that confidential data will be compromised. We will minimize this risk by ensuring that only approved YMCA of Metro Atlanta and Y-USA evaluation staff involved in the program have access to student information. As required for evaluation purposes, we may share your child's information with our evaluation partners, who are also required to protect your child's privacy and confidentiality to the maximum extent allowable by law.

Register online at [spiritoronline.ymcaatlanta.org](http://spiritoronline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

## PAYMENT

You or your child will not be paid for your participation.

## LEGAL RIGHTS

You will not lose any of your legal rights by signing this consent form.

## ALTERNATIVES TO PARTICIPATING IN DATA COLLECTION

Participation in data collection activities is voluntary and you can withdraw your consent for your child to participate at any time. Your child's participation in the program will not be affected. You have the right to refuse your child's participation in data collection activities. You will not lose any of your legal rights by signing this consent form.

## CONTACT INFORMATION

If you have questions, or if you have a visual or other impairment and require this material in another format, please contact Amanda Minix, Vice President of Strategic Impact, at [A](#).

## AGREEMENT TO PARTICIPATE IN DATA COLLECTION

This consent form contains important information to help you decide if you want to be in the study. If you have any questions that are not answered in this consent form, please ask a program staff member at your local YMCA for assistance.

I have read and understand this consent information, and I agree to participate in the YMCA research study

OR

I have read this and understand this consent information, but I do not agree to participate in the YMCA research study

Printed name of Parent(s)/Caregiver(s): \_\_\_\_\_

Parent/Guardian Signature: / \_\_\_\_\_ /  
(Note: Electronic Signatures must be typed between the // symbols)

Print child's name: \_\_\_\_\_

YMCA: \_\_\_\_\_

School: \_\_\_\_\_  
(if your child is participating in a school program)

Date: \_\_\_\_\_

There are two copies of the consent form and both need your signature. The first copy needs to be returned to the YMCA program staff. Since there is important information in this consent form, including contact information if you have questions or concerns, we want you to keep the second copy for your records.

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

# Building for the Future

## Meals

This day care facility participates in the Child and Adult Care Food Program (CACFP), a Federal program that provides healthy meals and snacks to enrolled participants receiving care.

Providers receive monetary reimbursement for serving nutritious meals that meet USDA requirements. The program plays a vital role in improving the quality of day care and making it more affordable for low-income families.

CACFP homes and centers follow meal requirements established by USDA.

Breakfast	Lunch or Supper	Snacks (Two of the five groups)
Milk Fruit or Vegetable Grains	Milk Meat or meat alternate Grains Fruit Vegetable	Milk Meat or meat alternate Grains Fruit Vegetable

## Participating Facilities

Many different homes and centers operate the CACFP and share the common goal of bringing nutritious meals and snacks to participants. Participating facilities include:

- ☐ **Child Care Centers:** Licensed or approved public or private nonprofit child care centers, Head Start programs, and for-profit centers.
- ☐ **Adult Care Centers:** Licensed or approved public or private non-profit and some for-profit centers.
- ☐ **Family Day Care Homes:** Licensed or approved private child care homes.
- ☐ **Afterschool Care Programs:** Centers in low-income areas provide free snacks to school-age children and youth.
- ☐ **Emergency/Homeless Shelters:** Shelters that provide residential and food services to homeless children. Shelters are the only residential programs that may participate.

## Eligibility

State agencies reimburse facilities that offer non-residential day care to the following:

- ☐ children age 12 and under;
- ☐ migrant children age 15 and younger;
- ☐ youths through age 18 in afterschool care programs in needy areas;
- ☐ chronically impaired disabled adults 18 years of age or older; or
- ☐ persons 60 years of age or older in a group setting outside their home.

## Contact Information

This center participates on the CACFP under the sponsoring organization listed below. The CACFP is administered in every state and in Georgia by the agency listed below. Contact one of the following for questions about the CACFP.

**Sponsoring Organization/Center  
Name, Address and Contact #**

**Bright from the Start: Department of Early Care and Learning  
Nutrition Services (Suite 754)  
2 Martin Luther King, Jr. Dr., SE Atlanta, GA 30334  
404-656-5987  
www.dec.state.ga.gov**

This institution is an equal opportunity provider.

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

## Transportation Agreement

This is to certify that I give \_\_\_\_\_ (name of facility) permission to transport my child \_\_\_\_\_ (name of child) from \_\_\_\_\_ (name of school) at \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (YMCA location) at \_\_\_\_\_ (am/pm) on the following days:  
\_\_\_ Monday \_\_\_ Tuesday \_\_\_ Wednesday \_\_\_ Thursday \_\_\_ Friday (check all that apply)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Vehicle Emergency Medical Information

This form is to remain on the bus during transport.

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

Mother/Guardian #1's Name \_\_\_\_\_

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

Father/Guardian #2's Name \_\_\_\_\_

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

Person to notify in an emergency and parents cannot be reached:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Child's Doctor \_\_\_\_\_ Phone \_\_\_\_\_

Medical facility the center uses \_\_\_\_\_

Address \_\_\_\_\_

Child's Allergies \_\_\_\_\_

Current prescribed medication \_\_\_\_\_

Child's special needs and conditions \_\_\_\_\_

Signature (Parent/Guardian) \_\_\_\_\_ Date \_\_\_\_\_

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.

## SWIMMING PERMISSION FORM

Child's Name: \_\_\_\_\_

Date of Birth (include year): \_\_\_\_\_

I give (child's name) \_\_\_\_\_ permission to participate in swimming activities.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

To be completed by swim instructor:

\_\_\_\_\_ (child name) has successfully completed a swimming test which required the child to swim a distance of fifteen (15) yards unassisted.

\_\_\_\_\_ (lifeguard) has current evidence of having completed successfully a training program in lifeguarding offered by a water-safety instructor certified by the American Red Cross or YMCA or YWCA or other recognized standard-setting agency for water safety instruction.

(Center must maintain a copy on file)

\_\_\_\_\_  
Signature of Lifeguard or Instructor

\_\_\_\_\_  
Date

\*\* In lieu of requiring each child to take a swimming test to determine whether the child can swim a distance of fifteen (15) yards unassisted, center staff may accept copies of certificates or cards from a recognized water-safety instruction organization showing that the child has successfully completed a swimming class which required the child to swim a distance of fifteen (15) yards unassisted.

Register online at [spiritonline.ymcaatlanta.org](http://spiritonline.ymcaatlanta.org). Then bring a completed paper registration packet to your local Y Afterschool site along with current immunization records for each child on or before your child's first day of Afterschool. Or register at the YMCA branch with completed registration form and current immunization records.