



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

The YMCA Afterschool Program provides YMCA facilitated childcare at local elementary schools for children pre-k through 6th grade.

LOCATIONS:

Mt. Iron school district

2:30-5:30 PM --- Merritt Elementary

Virginia school district

2:30-5:30 PM --- Parkview Learning Center*

A bus from Roosevelt Elementary arrives at Parkview at 3:15 PM

Chisholm school district

2:30-5:30 PM --- Vaughan-Steffensrud Elementary*

Hibbing school district

2:30-5:30 PM --- Greenhaven Elementary

2:30-5:30 PM --- Washington Elementary

Lincoln Elementary students will be bussed to both sites.

**Accommodation for early out days available at this site.*

RATES:

Rates are based on days attended and are billed the week after participation.

	4-5 Days/week	3 Days/week	1-2 Days/week
Family Membership	\$40	\$24	\$16
Youth Membership	\$45	\$27	\$18
Non-Member	\$50	\$30	\$20

\$4 Quick-Pickup discount is applied per day when a child is picked up *within the first hour* of the school bell ringing.

REGISTRATION:

At the time of registration Parent or Guardian needs to complete the following:

1. **2017-2018 Afterschool Program Registration Form** (both sides and one per child). Once the form is complete your child can attend for the rest of the school year.
2. **Schedule** of when your child will be attending the program.
3. **Application for Bank Draft** if you are choosing this method of payment.
4. **Open Doors Program Application** with attached financial documentation for program assistance (for families requesting financial assistance).

PAYMENT OPTIONS:

Payments can be made either when scheduling ahead or when weekly billing is complete.

- **Auto-Draft**

The most convenient form of billing is setting up auto payments with the Y. Each week auto payments are ran on Wednesday for the days your child attended the previous week. You may choose to have your payments come out of your debit, credit or bank account.

- **Email statement**

If you choose to pay on your own you will receive an email statement each week and payment will be due the next Friday. Failure to pay on time can result in a \$10 late fee and in extreme circumstances program privileges may be suspended.

- **Where to pay:**

There are several options for making your payments. You can pay in person at the Member Services Desk at the Y, by phone with a credit or debit card or online at mesabiyymca.org.

FINANCIAL ASSISTANCE:

- Financial assistance is available through the **YMCA's Open Doors Program**. A separate application (one per family) must be submitted per program attended.
- **County Childcare Assistance (CCAP)** is accepted at our site. Families must notify their county worker that the Mesabi Family YMCA is their childcare provider.

SCHEDULES:

Please provide your child's schedule of days they will attend the Afterschool program by the Thursday before each week. This is to ensure we are meeting state requirements for staffing and to make sure there will be snacks for all children. If you do not provide a schedule for your child they may still attend but you will acquire a \$5 "no schedule fee" on your bill that week.

There are several ways you can provide your child's schedule. You can choose the most convenient for you.

- **Online at mesabiyymca.org**- click "Register Online" on the top menu
- **Over the phone (749-8020)**
- **Email Nikki, program director, at nlindquist@mesabiyymca.org**
- **Or with the Member Services Desk at the YMCA.**

CANCELLATIONS:

Please call the school your child attends to notify staff that your child will not be attending our program that day. The school will then know where to send the child and the Y staff will be notified by the office. You can also call the Y and we will relay the information to the staff.

ATTENDANCE:

YMCA staff will take attendance as children are dropped off by their teacher afterschool. Parents are required to sign their child out at the time of pickup. This is both for billing purposes and child safety. Staff will review the attendance each day to ensure that all children were picked up and signed out.

LATE PICKUPS:

If you are running late to pick up your child by 5:30 PM, the closing time for the Afterschool Program, you must contact the Y so staff can be informed. Failure to contact Afterschool staff will result in a \$1 a minute charge for the time your child is left in our care after 5:30 PM. In the event that a child is not picked up and no contact has been made by 15 minutes after the close of the program, our staff will contact local authorities to ensure your child is properly cared for.

SNACK PROGRAM:

A healthy snack is offered to all children present at snack time. These snacks are free to you! Children are allowed to bring their own snack, however will be asked to wait until snack time to eat. We encourage that you do not send your child with candy or soda as the YMCA is implementing **Healthy Eating and Physical Activity standards** into all of our Afterschool programs (check it out → <http://www.ymca.net/hepa/>).

SPECIAL DIETS:

For children who require a lactose-free or dairy alternative drink:

- A **handwritten note** from the parent or guardian should be turned in to the Y stating if the child has a lactose intolerance or allergy. The Y then makes a photocopy for our records and turns in the note to the site kitchen staff.

For children who have any other special dietary needs:

- Complete a **Special Diet Statement for a Participant WITH a Disability** form and return to the YMCA. The Y then makes a photocopy for our records and turns in the form to the food service so that the manager or dietitian can evaluate appropriate alternatives.

MEDICATIONS:

A **Parental Permission to Administer Medication** form must be submitted before any medication can be administered at a site. All medication should be sent to the site in its original container and will be kept in the YMCA staff supplies. If a child has an EPI-pen, we ask that one is sent with the child and handed to the site staff upon arrival.

OUT OF SCHOOL DAYS:

The Y will provide childcare **at the YMCA** on *scheduled* Out of School Days such as holiday breaks and teacher workdays. There is a separate rate for Out of School Days and participants need to register online or in house for these days separately and in advance. If we do not have the minimum number of participants registered for Out of School Days, they will be cancelled.

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