

Middle Tyger YMCA

Mother's Morning Off

Monday - Friday mornings 9am-1pm (early drop off option available)

Ages: 8 weeks through 4 years

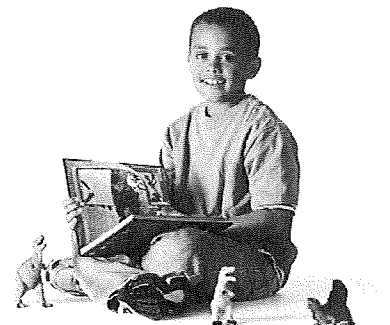
Registration starts May 2011

Daily Activities:

- * Group Time
- * Reading Time
- * Music Time
- * Arts and Crafts
- * Outside Play
- * Snack Time
- * Group Adventures
- * And more!

Goals:

- * Develop fine motor skills
- * Develop gross motor skills
- * Develop social skills
- * Work on skills such as sharing, good manners, using inside voices, and following simple directions.



YMCA of Greater Spartanburg Mission:

To put Christian principles into practice through programs that build a healthy spirit, mind, and body for all.

Mother's Morning Off 2011-2012 School Year

Registration Fee

The registration fee will be \$30. This fee is due upon registration and is non-refundable. This money will go towards snacks, arts and crafts supplies, and other items necessary for the program.

Tuition*

Parents will have the option to either make the monthly payments at the Member Service Desk or have the payments automatically drafted from a bank account or credit card. The first payment will be due upon registration and the subsequent payments due on the 1st of the month. If payment is not made by the 10th of the month, a late charge of \$10 will be added. If the payment is not made by the 15th, you will need to make arrangements with the program director or your child may not be admitted to the program. Fees will not be refunded for temporary absences or illnesses. We will not prorate days missed due to holidays. If days are missed due to inclement weather, we will have make up days available to you.

Two weeks notice should be given to the program director if a child is going to be taken out of the program. In case of withdrawal, payment is due for the entire month of departure. If you have any questions or concerns regarding payments, please see the program director.

Monthly Payments are as follows:

	Members	Non-Members
1 day a week	\$32/month	\$40/month
2 days a week	\$64/month	\$80/month
3 days a week	\$96/month	\$120/month
4 days a week	\$128/month	\$160/month
5 days a week	\$160/month	\$200/month
Daily Rates:	\$10/day	\$12/day

*Financial assistance is always available for all Y programs

Drop off & Pick Up

We ask that all parents or reliable persons come inside the facility to drop off and pick up your child(ren). You will be asked to sign your child in upon drop off and out at pick up.

Only persons authorized by the parents may pick up a child. If someone other than a person on your authorized list is going to pick up your child, please send a note with your child and give to the teacher. For the safety of all the children, parents or other persons must have a photo ID with them to pick up a child.

Hours

Regular program hours are 9:00am-1:00pm. Early drop off is considered anytime before 8:55am and needs to be scheduled with the program director beforehand.

Tardiness - We completely understand that sometimes for reasons out of your control you will be late. However, parents who are consistently late will be charged \$5 for every 5 minutes late.

Early Drop Off Option

Early drop off is from 8:00am-9:00am. Parents will have the option of signing their children up for early drop off in the beginning of the month if they know they will need that service beforehand. You can, however, sign up daily for early drop off the day before the program by 9:00am with the program director. There is a fee of \$5 per day for early drop off.

Illnesses

We ask that if your child is sick, you not bring him/her to the program at any time. If a child becomes sick after being dropped off, the parent/guardian will be called to pick the child up. If your child has any of the following, we ask that he/she stay home until symptoms disappear: fever, sore throat, rashes, runny noses, vomiting, diarrhea, or any infectious illnesses (pink eye, ringworm, chicken pox, lice, etc).

Communication

If you need to communicate a message to the teacher, please hand the teacher a note. For the safety of the kids, we cannot accept verbal messages from kids. If we need to communicate something to you, we will give a note to the parent or person picking up the child at pick up time.

School Closings

We will follow the same schedule as School District 5 of Spartanburg County, unless you receive a written notice stating otherwise. When public schools are closed due to weather conditions, our program will be closed also. If there is a 2 hour delay, we will not have Mother's Morning Off. If you are unsure if the Y is open or the program is running, you can always check our Facebook page for up to date information (search "Middle Tyger YMCA" and become a fan!) or contact the Y at 433-9623.

Snacks

Due to specific food allergies, we will not serve any food items with nuts in them, unless we specifically tell the parents ahead of time. If your child does have food allergies, please notify the teacher upon registration. Parents are welcome to send snacks for special occasions, but please notify the teacher beforehand with a note if you wish to do so.

Items from home

We ask that children do not bring personal items from home. There may be special days where children are invited to bring items from home for show and tell, but parents will be notified in advance. The Y is not responsible for lost, stolen, broken, or missing items.

Medication

The Y staff may only administer medication to your child if you provide the medicine and instructions for administration, including: child's name, time, and dosage amount. We cannot administer any type of medication, prescription or over the counter, without your prior knowledge and written approval. All staff have been certified in First Aid and Infant/Child CPR. If a medical emergency arises, the staff will administer CPR and First Aid as needed.

Clothes

Please send your child in comfortable play clothes and tennis shoes or other appropriate shoes. Flip flops and slide on shoes should not be worn. Please make sure you provide a full change of clothing for your child. Children that are potty training or in diapers should provide diapers/pull ups and wipes along with a change of clothes.

Potty Training

We will do our very best to continue the potty training efforts you have started at home. However we do ask that until your child has had several dry days, please make sure he/she is wearing a pull up.

Diapers

All children in diapers should have plenty of diapers and wipes sent with them to MMO each day. For infants, we also ask that they have at least 1 extra outfit sent with them. We will make sure all diapers are checked on a regular basis and no child will be left unattended while bring diapered.

Bottles

All bottles should be labeled with the child's full name. We will feed your infant in accordance with the time schedule, quantity, and specific beverage item as specified by the parent(s). Bottles will be not be given to infants in a crib, while laying down, or any other position where the bottle would need to be propped up. Due to nutritional concerns, breast milk will not be heated in the microwave, but by heated water. If you would not like your formula heated by microwave use, please let the MMO staff know. All breast milk and premade formula should be kept in a cooler with ice packs as staff may not always have access to a refrigerator.

Infant Play Areas

Shoes will not be permitted on the areas where infants and crawlers play. These areas will be clearly marked by the MMO staff.

Discipline Policy

If your child has had any behavior issues or if the staff has any concerns about your child, they will speak with you at time of pick up. We will under no circumstances enforce physical punishments.

If a child needs to be disciplined we will enforce the following steps:

1 – Time out away from the group

2 – Time out and parents will be notified

3 – Time out and write up. Write ups will be given to program director and the director will speak with the parent if necessary.

Emergencies

In the case of an emergency, the Y staff will contact parents or other specified emergency contact. In the event that such persons cannot be reached, the Y staff will take medical action as deemed necessary.

The Y will not be held liable for any medical bills or other bills incurred.

Staff: Child Ratios

We follow the state's guidelines for staff to children ratios. The ratios are as follows: (1) birth to one year – 1:5, (2) one to two years – 1:6, (3) two to three years – 1:7, (4) three to four years – 1:11.

Supply List

We ask that all parents provide the following items upon your child's first day at the Y:

- 1 pack of baby wipes
- 1 box of tissues
- 1 change of clothes, clearly labeled and in a secure bag
- 1 package of Lysol wipes

We look forward to having your child with us this year! If you ever have any questions or concerns, please feel free to contact Jennifer Wilson, Membership Director, at 433-9623 or jwilson@spartanburgymca.org.



Mother's Morning Off
2011-2012 Registration Form

Mother/Guardian's Information

First Name: _____ M.I. _____ Last name: _____
Date of Birth: _____ Gender: _____ Race: _____
Address: _____
City, State, Zip: _____
Home Phone: _____ Cell/Work Phone: _____
E-Mail: _____

Father/Guardian's Information

First Name: _____ M.I. _____ Last name: _____
Date of Birth: _____ Gender: _____ Race: _____
Address: _____
City, State, Zip: _____
Home Phone: _____ Cell/Work Phone: _____
E-Mail: _____

Child's Information

First Name: _____ M.I. _____ Last name: _____
Nickname: _____ Child's Age: _____
Date of Birth: _____ Gender: _____ Race: _____
Address (If different from above): _____
City, State, Zip: _____
Relationship to Adult Above: Son Daughter Dependent Other
Allergies and/or important information: _____

Please select the day(s) you wish for your child to attend:
____ Monday ____ Tuesday ____ Wednesday ____ Thursday ____ Friday

Second Child's Information

First Name: _____ M.I. _____ Last name: _____
Nickname: _____ Child's Age: _____
Date of Birth: _____ Gender: _____ Race: _____
Address (If different from above): _____
City, State, Zip: _____
Relationship to Adult Above: Son Daughter Dependent Other
Allergies and/or important information: _____

Please select the day(s) you wish for your child to attend:
____ Monday ____ Tuesday ____ Wednesday ____ Thursday ____ Friday

Please list the names and phone number for person(s) who can assume responsibility for your child(ren) in an emergency if you cannot be reached:

1. _____
2. _____

Please list anyone else that is authorized to take your child from the Y:

1. _____
2. _____

Your Personal Check is Welcome Here:

I understand that all checks and drafts will be electronically debited from my account. I also understand that if the check or draft is dishonored, a processing fee of \$30.00 will also be debited from my account.

Informed Consent:

I authorize the YMCA of Greater Spartanburg to obtain emergency medical treatment in the case the parents, guardians, or emergency contacts cannot be reached.

I verify that my child is in good health and is able to fully participate in Y programs. Should my child become ill, I will not bring him or her to the Y until he or she is no longer contagious. I understand that for certain illnesses, a doctor's note may be required before my child can return to the program.

I understand that payments will be made on a monthly basis, unless I choose to pay daily. Monthly payment will be due by the first of the month. If the payment is not received by the 10th of the month, a \$10 late fee will be assessed. If paying on a daily basis, payment needs to be made before the child is dropped off in the program.

I understand the YMCA activities have inherent risks and I do hereby assume all risks and hazards incident to my participation in all YMCA activities. I further waive release, absolve, indemnify, and agree to hold harmless the YMCA, the organizers, volunteers, supervisors, officers, directors, participants, coaches, referees, as well as, persons or parents transporting participants to and from activities from any claims or injury sustained during participation in YMCA activities.

By signing below, I agree with all the above statements.

Parent/Guardian's Signature: _____ **Date** _____