



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# BUILDING POTENTIAL EMPOWERING YOUTH

Before and After School Child Care  
SOUTH SOUND YMCA  
2018-19 YCARE INFORMATION





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## Y CARE 2018-19 CHILDCARE RATES & SCHEDULES

### MONTHLY RATES

Monthly rates are based on the number of days school is in session and averaged over the school year. The only prorated months are December and June. **April is NOT prorated.** Spring and Winter Break camps are available by registration and for an additional fee.

Schedules	Program Member	Facility Member	Details
<b>Full Time Care</b>	\$490	\$460	<i>Any attendance</i>
<b>Before Only</b>	\$255	\$245	<i>Any attendance before regular school release time</i>
<b>After Only</b>	\$340	\$325	<i>Any attendance after regular school start time</i>
<b>Part Time</b>	\$375	\$365	<i>Up to three mornings three afternoons per week</i>
<b>Drop In Care Rates</b>	Morning Only	\$16	<i>Any attendance before school</i>
	Afternoon Only	\$27	<i>Any attendance after school</i>
	Full Day	\$43	<i>In Service Day</i>

### DROP IN PROCESS

Requests for drop in attendance are required 24 hours in advance. The daily rate above will be automatically drafted from your designated payment method on the 15<sup>th</sup> of the month following care.

### SIBLING DISCOUNTS

If you register more than one child for Y Care, ALL children on your account will receive a 5% discount on monthly charges for the year. **Use discount code:** 1819SACC2CD

### SCHOOL DISTRICT SCHEDULE DEVIATIONS

Y Care follows the same schedule as the school district (two hour delays, snow days, etc.). We do provide care for in-service days, half-days and early-releases at no additional fee for students signed up for a regular monthly schedule.

### HOLIDAYS

Y Care is closed on Federal Holidays.

### THIRD PARTY SUBSIDY

If using a DSHS, Child Care Aware, AmeriCorps, or any other subsidy for Y Care; please make sure you have a current authorization prior to registration. Your \$50 registration fee will be refunded or applied to your co-pay following registration once your authorization is processed. This could take up to two weeks.



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## Y CARE 2018-19 INFORMATION

The YMCA holds Y Care Program in 32 elementary school sites located in North Thurston School District, Olympia School District, Tumwater School District, Griffin School District, Yelm School District, and Chehalis School District.

### SITES TIMES

- **BLACK LAKE**  
Check in: 7am - Check out: 6pm
- **BOSTON HARBOR**  
Check in: 7am - Check out: 6pm
- **CENTENNIAL**  
Check in: 7am - Check out: 6pm
- **CHAMBERS PRAIRIE**  
Check in: 5:45am - Check out: 6pm
- **EAST OLYMPIA**  
Check in: 7am - Check out: 6pm
- **EVERGREEN FOREST**  
**No Morning Care** - Check out: 6pm
- **GARFIELD**  
Check in: 7am - Check out: 6pm
- **GRIFFIN**  
Check in: 7am - Check out: 6pm
- **HANSEN**  
Check in: 7am - Check out: 6pm
- **HORIZONS**  
**No Morning Care** - Check out: 6pm
- **LACEY**  
Check in: 7am - Check out: 6pm
- **LAKES**  
Check in: 7am - Check out: 6pm
- **LINCOLN**  
Check in: 7am - Check out: 6pm
- **LITTLEROCK**  
Check in: 7am - Check out: 6pm
- **LP BROWN**  
Check in: 7am - Check out: 6pm
- **MADISON**  
Check in: 7am - Check out: 6pm
- **MCKENNY**  
Check in: 7am - Check out: 6pm
- **MCLANE**  
Check in: 7am - Check out: 6pm
- **MILL POND**  
Check in: 5:45am - Check out: 6pm
- **MOUNTAIN VIEW**  
Check in: 7am - Check out: 6pm
- **MT SIMMONS**  
Check in: 7am - Check out: 6pm
- **OLYMPIC** (formerly at Cascade)  
**No Morning Care** - Check out: 6pm
- **OLYMPIC VIEW**  
Check in: 7am - Check out: 6pm
- **ORLA**  
Check in: 7am - Check out: 6pm
- **PG SCHMIDT**  
Check in: 7am - Check out: 6pm
- **PIONEER**  
Check in: 7am - Check out: 6pm
- **ROOSEVELT**  
Check in: 7am - Check out: 6pm
- **SEVEN OAKS**  
Check in: 7am - Check out: 6pm
- **SOUTH BAY**  
**No Morning Care** - Check out: 6pm
- **SOUTHWORTH**  
Check in: 5:45am - Check out: 6pm
- **TUMWATER HILL**  
Check in: 7am - Check out: 6pm
- **WOODLAND**  
Check in: 7am - Check out: 6pm



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## Y CARE 2018-19 FREQUENTLY ASKED QUESTIONS

**Q: What age does my child need to be to enroll?**

**A:** Students ages 5-12 may enroll in Y Care.

**Q: How can I register my child?**

**A:** This year the YMCA is offering online registration for Y Care. Please go to our website, [southsoundymca.org](http://southsoundymca.org), and click "Online Registration and Payments". From there you can access all the YMCA programs including Y Care 2018-19.

**Q: Do I need to have a Membership to register?**

**A:** You will need to have a Program Membership to be able to sign up for Y care. This type of membership is free and is a way to ensure we have all of your information in our system.

**Q: I already have a membership but I cannot access my online account.**

**A:** Contact our membership desk at 360.753.6576 for assistance accessing your account.

**Q: Do I still need to fill out a Registration Form?**

**A:** No! Once registration is completed, we collect the information and transfer it to a form for Site Staff to access.

**Q: Do I still need to turn in the Immunization Form?**

**A:** Yes! We still need to have the Washington State "Certificate of Immunization Status" filled out for licensing purposes. You can find an electronic form on our website under "Childcare Forms". Please fill this out and click the link to submit electronically.

**Q: Do you accept DSHS subsidy?**

**A:** Yes, we work closely with families to ensure you have the information needed to access these resources through the State of Washington.

**Q: Is this program licensed with the State of Washington?**

**A:** Yes! All Y Care programs through the South Sound YMCA are licensed through the State of Washington Department of Early Learning. Programs follow strict licensing requirements related to staff education and experience, student ratios and supervision, and child safety.

**Q: Is financial assistance available?**

**A:** Yes! We believe in the potential of all children – regardless of a family's ability to pay. With the support and generosity of individuals and organizations throughout our community, we provide financial assistance and payment plan options to meet the needs of families.

**Q: Do you offer a Military discount?**

**A:** We do not offer a military discount, however, we do partner with Child Care Aware of America to provide an Army fee-assistance program to active duty families. For more information please visit their website at [childcareaware.org](http://childcareaware.org).



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## Y CARE 2018-19 REGISTRATION GUIDE

### INFORMATION TO HAVE WHEN REGISTERING FOR Y CARE

Prior to logging onto our registration system, please have the following information and materials:

- **Authorized Pick Up / Emergency Contacts**  
Phone numbers and addresses of all individuals authorized to pick up your child.
- **Medical Information**  
Name and phone number for your child's doctor and dentist, along with the dates of their last check ups.
- **Medications**  
List of medications and information related to administering medication for your child.
- **Payment Method**  
A \$50 Registration Fee will be charged at the time of registration.
- **Immunization Records**  
Following your online registration, please fill out the electronic Immunization Record for each child and [email to rochas@ssymca.net](mailto:rochas@ssymca.net). This is a required step in the registration process and is mandated by the Washington State Department of Early Learning.

### STEP BY STEP REGISTRATION PROCESS

1. **Visit our website:** [www.southsoundymca.org](http://www.southsoundymca.org)
2. **Click on** "ONLINE REGISTRATIONS AND PAYMENTS"
3. **Type** "Y Care" into the search box. You will see several options for Y CARE 2018-19
4. **Select your schedule and payment plan**
  - a. **Schedule Option** – The first part of the program title identifies the schedule option (Part Time, Full Time, Before School, After School, Drop In)
  - b. **Payment Plan** – The second part of the program title identifies your payment plan. Note that this is the part in parenthesis
    - i. "Pymt due on the 1<sup>st</sup>" indicates that your monthly fee will be withdrawn from your account on file on the first of each month
    - ii. "Pymt split on 1<sup>st</sup> & 15<sup>th</sup>" indicates that ½ of your monthly fee will be withdrawn from your account on file on the first of each month, and the remainder will be withdrawn on the 15<sup>th</sup>
5. **Select your location.** This will likely be the school your child currently attends
6. **Review your selections** to ensure the options you've selected are correct
7. **Click** "Register"
8. **Log in** to your current South Sound YMCA account or set up a new online account
  - a. Your account will be under the primary member's email address
  - b. If you have difficulty logging in, please contact our Member Services team for support (360.753.6576).
9. **Select the child** you are registering for care.



## 10. Select Dates.

- a. **Registration Exceptions** noted in the red box remind you that the December and June payments are prorated. Please note that April is not prorated.
- b. **Select Months of Care.**
  - i. Make sure that all boxes are checked indicating the months you are registering for care.
  - ii. **Note that if a month has already started, you will need to check this box manually.**
  - iii. Due dates listed signify the date on which your payment will be withdrawn from the payment method selected at check out.
- c. **Select Days of Care.**
  - i. **Part Time care** – check up to 3 days
  - ii. **Full Time care** – check all 5 days
  - iii. **Morning or Afternoon only** – check all 5 days
  - iv. **Drop In** – select all 5 days

## 11. Registration Information

- a. **Parent/Guardian Information**
  - a. Fill out this section for parents or legal guardians.
  - b. PLEASE NOTE that appropriate court documentation must be in place and a copy must be provided to the Y to *deny parent/guardian access*.
- b. **Emergency Contact and Other Authorized Pick Up Persons.**
  - a. At least one contact other than parents/guardians must be provided.
  - b. Contact must be local.
  - c. All individuals listed, must be at least 16 years of age.
- c. **Child's Medical Providers.** If the child does not have a medical or dental provider, a written plan for injury or accident is required.
- d. **Child's Health and Well-Being Information.** To register, your child must be able to self-manage any ongoing/chronic medical conditions. Y staff can only be relied upon to provide help in an emergency situation and general supervision, not one-on-one care for a medical condition.

**12. 3<sup>rd</sup> Party Payers.** Indicating a 3<sup>rd</sup> party payer here signals our administrative staff to apply your current authorizations. Noting a 3<sup>rd</sup> party payer DOES NOT remove the registration fee due at checkout. Your \$50 registration fee will be refunded or applied to your co-pay following registration once your authorization is processed. This could take up to two weeks.

## 13. Review & Accept Waivers.

**14. Review Registrations** and ensure the correct payment plan has been selected.

**15. Check Out.** Your \$50/child Registration Fee is due at the time of registration.

- a. **To apply the multi-child discount use discount code: 1819SACC2CD**
- b. Future payments will be scheduled using this payment method starting with your September childcare payment. If you would like to use a different payment method for monthly charges, please contact Youth & Community Development staff following your registration.

**16. Immunization Records.** Following your online registration, please fill out the electronic Immunization Record for each child and **email to [rochas@ssymca.net](mailto:rochas@ssymca.net)**. This is a required step in the registration process and is mandated by the Washington State Department of Early Learning.