



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# Discovery Kids Preschool Parent Handbook & Registration Form

2021-2022 School Year



Dear Families,

For generations, the YMCA has been known for its commitment to family life. YMCA programs and services have grown and adapted to the changing needs of families. Today more and more families are looking for quality child care that they can depend on. This handbook gives information about our licensed program.

## **YMCA Discovery Kids Preschool**

We understand that today's working families need help in managing the demands of working and raising a family. Nothing can be more important than children's services that parents can feel good about.

The Discovery Kids Preschool program at the YMCA is committed to providing quality care. We are a comprehensive children's program that is based on the fundamental factors of child development in the following areas, physical, social emotional, cognitive, and language.

We serve as an advocate for each child's rights to have a healthy and happy childhood.

Please read this parent handbook carefully. The information contained in this handbook will hopefully answer many of your questions; if you have any additional questions, please call or come by to see us.

Sincerely,  
Kaylin Garst  
Interim Early Childhood Director  
Discovery Kids Preschool  
(843) 522-9622 ext. 233  
[k.garst@wardlefamilyymca.org](mailto:k.garst@wardlefamilyymca.org)

**WELCOME TO THE WARDLE FAMILY YMCA DISCOVERY KIDS  
PRESCHOOL PROGRAM**

EVERY CHILD DESERVES:

A SAFE PLACE TO GO.....

SOMEONE WHO CARES.....

SOMETHING TO ENJOY.....

The Wardle Family YMCA recognizes the need for quality and accessible child care services for families. With this in mind, the Discovery Kids Preschool program allows families of children 3-5 years old, to place children in an environment where they can participate in a variety of physical, cultural, intellectual and social activities. The program is designed to support, motivate and nurture each child to reach his or her fullest potential. Another important aspect of the Discovery Kids preschool program is to help build a healthy spirit, mind, and body for all of the children that are in our care.

Teachers and teacher's assistants are carefully selected for their experience, training, and personal commitment to the needs of young children. All references are checked thoroughly and each staff member has a SLED and FBI background check.

The YMCA Discovery Kids Preschool Program has a comprehensive developmental program that's licensed with the Department of Social Services, and maintains all standards for the safety and well-being of the children enrolled.

One of the goals of the YMCA is to not turn anyone down due to lack of funds. Therefore, financial assistance is also available through the YMCA.

## INFORMATION AT A GLANCE

THIS INFORMATION PERTAINS TO THE LICENSED PROGRAM FOR THE YMCA DISCOVERY KIDS PRESCHOOL, FOR CHILDREN AGES, 3 - 5.

YMCA DISCOVERY KIDS PRESCHOOL HOURS:

7:30 AM – 6:00 PM

- A. During the first hour of the day, 7:30 am – 8:30 am, children can choose from table activities, including, puzzles, books, lacing, patterns and other educational manipulatives. The school day will not actually begin until 8:30 am with morning circle time. As a preschool, **not a daycare**, we ask that you please have your child present **NO LATER** than 8:30 am. Our morning circle time sets the tone for the school day and is the time when we talk about the unit that we will be studying as a whole class.

YMCA Discovery Kids Preschool will follow the same schedule as the Beaufort County School District, with the exception of some days. During school closings, YMCA Day Camp is available on some days for an additional fee.

Full time classrooms weekly fees are as follows:

Members: \$125.00

Non Members: \$140.00

Families are only charged for the days that the preschool is open. Fees for the school year can be found on the next page.

- A \$75.00 registration fee is due upon enrollment in the program. This is non-refundable and non-transferable.
- All payments are made through a pre-authorized checking account or credit card draft (unless you receive DSS Childcare Vouchers). There are no payments made at the front desk after initial registration. All monthly payments are due on the 1<sup>st</sup> day of each month, and semi-monthly payments are due on the 1<sup>st</sup> and 15<sup>th</sup> day of the month. A \$25 fee will be applied for any returned payments. If the payment is not received in full, ten days after the due date, the child will not be able to attend the program until payment is received.
- There are two payment options that you may choose from, a one time monthly payment, or two payments semi-monthly with the exception of the month of August

**MONTHLY PAYMENT FEES**  
*YMCA Discovery Kids Preschool 2021-2022*

Dates	7:30 am- 6:00pm Member 7:30am-6:00pm Non Member Monthly Fees
August 16 - 31	\$300/ \$336
September 1-3 / 7-30	\$525/ \$588
October 1-29	\$525/ \$588
November 1-23 / 29-30	\$475/ \$532
December 1-17	\$325/ \$364
January 5-14 / 18-31	\$475/ \$532
February 1-18 / 22-28	\$500/ \$560
March 1-31	\$575/ \$644
April 1-8 / 18-29	\$400/ \$448
May 2-27	\$500/ \$560

The YMCA Discovery Kids Preschool follows the Beaufort County School District Academic School Calendar, with the exception of some days.

- The first day of school will be August 16, 2021.
- The last day of school will be May 27, 2022.

YMCA Day Camp is available the days the preschool is closed for an additional fee. You ARE NOT CHARGED for days the preschool is closed. You will need to see the front desk staff to further inquire and register for Day Camps if you will need this service.

**SEMI MONTHLY PAYMENT FEES**  
*YMCA Discovery Kids Preschool 2021-2022*

Dates	7:30 am- 6:00pm Member 7:30am-6:00pm Non Member Semi Monthly Fees
August 16 - 31	\$150/ \$168
September 1-3 / 7-30	\$262.50/ \$294
October 1-29	\$262.50/ \$294
November 1-23 / 29-30	\$237.50/ \$266
December 1-17	\$162.50/ \$182
January 5-14 / 18-31	\$237.50/ \$266
February 1-18 / 22-28	\$250/ \$280
March 1-31	\$287.50/ \$322
April 1-8 / 18-29	\$200/ \$224
May 2-27	\$250/ \$280

*\*The Month of August is the only exception where only one payment will be required; For all of the other months, payments must be made twice each month for the amounts that are listed above.*

The YMCA Discovery Kids Preschool follows the Beaufort County School District Academic School Calendar, with the exception of some days.

- The first day of school will be August 16, 2021.
- The last day of school will be May 27, 2022.

YMCA Day Camp is available the days the preschool is closed for an additional fee. You ARE NOT CHARGED for days the preschool is closed. You will need to see the front desk staff to further inquire and register for Day Camps if you will need this service.

## PROGRAM INFORMATION

### YMCA DISCOVERY KIDS PRESCHOOL PROGRAM

This program is designed for children ages 3-5, and is structured using “*The Creative Curriculum for Preschool*”. This curriculum is taught by lead-classroom teachers with four –year degrees. Teacher’s assistants are well-qualified with at least two years of experience and training in the Early Childhood field. This research based, nationally utilized curriculum is also used in pre-kindergarten classrooms in the Beaufort County School District. In addition to being well prepared to enter kindergarten, children will be encouraged to become enthusiastic, confident, independent learners. They will participate in activities that are designed to enhance learning abilities, as well as engage in different activities to promote the development of gross and fine motor skills, and also social skills. Throughout the program the children will have adequate opportunities for wholesome indoor/outdoor play. Physical health is encouraged through the YMCA approach to exercise.

### OUR PRESCHOOL PROGRAM IS KNOWN FOR:

Low teacher/child ratio  
Age appropriate manipulatives and toys  
Developmental interest centers  
Caring, qualified teachers

### **FAMILIES**

Family support and involvement are recognized as important aspects of each child’s development and are essential for the successful operation of our preschool.

We want to work closely with families to make sure we understand the children’s needs and what we can do together to provide an enriching environment. We encourage all families to be a part of the child development activities. You can be involved by:

- Volunteering in the classrooms
- Sharing a talent with the children
- Becoming a resource for classroom supplies (example: egg cartons, shoe boxes, cotton balls, dramatic play kits, clothes for “dress up”, etc.)
- Making suggestions for enrichment ideas

Please notify the early childhood director of any change in enrollment application information – especially any change in **telephone numbers** or **persons to call in an emergency**. Write down any daily instructions you need to convey to the teacher.

**Confidentiality-** All records of children including name, address, and other information about the child or family and information that may identify a child will be kept in a secured filing cabinet and away from any public viewing.

### **ENROLLMENT PROCEDURE**

Enrollment is open to all children 3-and 5-years-old without regard to sex, race, creed, religion, or nationality. All children **must** be fully potty trained.

### **PRIOR TO CHILD'S START DATE:**

1. Families are required to make a pre-application visit to review the Parent Handbook, tour facility, evaluate the environment, and staff/child relationship. Although drop-ins are welcome, making an appointment with the Early Childhood Director is recommended.
2. Obtain and complete the enrollment application, health forms, parent agreement and permission forms.
3. Pay the registration fee and 1<sup>st</sup> month's fee upon enrollment, and schedule all future payments on a credit card. (The \$75.00 registration fee is non-refundable & non-transferrable)
4. We encourage you to make informal visits to the YMCA with your child. This will help your child explore our environment while having the security of your presence.

### **ARRIVAL/DEPARTURE**

- A. HOURS: The Discovery Kids Preschool hours are 7:30 AM to 6:00 PM.
- B. SNOW DAYS & SEVERE WEATHER: The program will close only under extremely hazardous weather conditions. In the event of a closing, an announcement will be posted on the YMCA facebook page, and other media outlets.
- C. CLOSING TIME: The program closes at 6:00 pm. We ask families to cooperate in picking up their children no later than 6:00 pm. If there is an emergency and a parent is going to be delayed, please call the YMCA to inform a preschool staff. A late charge of \$5.00 is due at 6:05 pm (hallway clock) and an additional \$1.00 per minute thereafter. Late fees are payable immediately by the family member to the YMCA, or may be charged to your account. Continued tardiness in picking up a child may effect enrollment status.



- D. **AM ARRIVAL:** Please accompany your child into the YMCA, **sign your child in** and then deliver the child directly to the teachers in the preschool classroom. Please contact the YMCA if your child will be absent or will be arriving past routine arrival time. The **classroom is closed** to students and parents until 7:30 am to stay in compliance with DSS licensing.
- E. **SEPARATION TIPS:** Take your child to teachers, explain that this teacher will care for him/her until you return, then say “good-bye” and leave. Please try to make this separation process as simple as possible without prolonging it. The longer it takes the more upsetting and confusing it is for the child. Our responsibility once you are gone is to put the child’s fears at ease, comfort him/her and gain their trust. If you are still concerned after leaving your child, please don’t hesitate to call us.
- F. **PM DEPARTURES:** When picking up your child from the classroom, please remember to:
1. Sign your child out
  2. Check your child’s cubby space for personal belongings.
- G. **RELEASE PROCEDURES:** If another person other than the families or authorized persons listed in your child’s file is to pick up your child, you are required to notify us by **WRITTEN NOTICE**. We will check IDs to verify that a child is not released to an unauthorized person. No child will be released to anyone whose name is not on file in the child’s record. In addition, anyone picking up a child from our preschool must be 18 years or older.
- H. Throughout the day, children will be tracked on their location. This means we will be documenting anytime they leave the room for an activity. This is for the safety of the child.
- I.

## **NUTRITION**

The YMCA does not provide lunch. Please pack a morning snack and a cold lunch each day. Microwaves will not be available to heat any lunches. The YMCA will provide afternoon snacks which comply with USDA guidelines. A healthy lunch would include a whole grain, fruit, veggies, and a snack.

## **SNACK TIME**

Children are encouraged to serve themselves (“family style”) with limited help. Staff will assist children during snack and meal time as needed.

Water is accessible and available to children at all times, including at the table during snack and meal times.

Food and Nutrition—We will commit to serving healthy foods, with water being the primary beverage during snack time. If another beverage is served it will be a choice of beverage without added sugar. The YMCA will not provide any fried foods or foods

which contain trans-fat or sweets with large amounts of sugar like candy or deserts. In addition to fruits and vegetables, only whole grains will be served. If students bring their own food for snacks during afterschool, the food must meet our recommended nutritional standards. We ask that students not bring food or sweetened beverages are not allowed to be brought from home, including for parties and holidays, bakery or candy items as they are not allowed in our program.

### **PHYSICAL ACTIVITY**

Each day we will provide opportunities for moderate and vigorous physical activity for at least 60 minutes per day. This time may be broken down into smaller increments.

### **HEALTH AND MEDICATION**

The required medical forms must be submitted prior to enrollment and annually thereafter.

Use fair judgment in bringing your child to the program if he/she appears unhealthy or has uncommon symptoms. Be courteous and considerate of the health of other children and staff.

Children with the following symptoms will be excluded from group care and the parent contacted. The child must also be free from the following for 24 hours before returning to preschool:

1. Inflammation of the eyes and sinuses
2. Fever (100 +)
3. Rash
4. Diarrhea
5. Vomiting

If the child has a confirmed case of a contagious disease, he/she must be kept at home and the fact of this condition reported to the YMCA so that a notice can be posted within the program (strep throat, head lice, pin worms, viral infection, infections of any kind that can be contracted, measles, mumps, chicken pox, scarlet fever, diarrhea and impetigo are among those conditions categorized as “highly contagious). If the child becomes ill while in our care, he/she will be isolated, cared for, and the parent will be called to pick up the child from the YMCA.

In the event of a medical emergency or accident requiring a doctor’s treatment, we shall make contact with the family immediately. If we cannot make contact with the family, the emergency person and child’s physician will be contacted. The child will be taken or transported by EMS to your designated Hospital Emergency Room.

All staff at the YMCA Discovery Kids Preschool Program has completed the FIRST AID and CPR CERTIFICATIONS.

Discovery Kids Preschool Staff **DOES NOT** administer medication of any kind.

Any staff member, including the director, emergency person(s), and volunteer(s) who upon examination or as a result of tests, shows a condition that could be detrimental to the children or staff, shall not continue work at the YMCA until the healthcare provider indicates that the condition no longer presents a threat to children or staff.

### **IMMUNIZATIONS**

All parents must provide an updated copy of the child's SC Immunization form upon enrollment **and as the child receives updated shots**. This is the parent's responsibility.

### **DISCIPLINE**

Basic rules of safety and conduct are included in our policies. Parents will be informed by phone and through parent conferences if their child continually displays inappropriate behavior. General discipline techniques involve positive reinforcement of appropriate behavior and careful explanation of behavior that is inappropriate. Failure to stop unacceptable behavior, (hitting, kicking, biting, etc.), of other children or teachers may result in suspension or expulsion from Discovery Kids Preschool. Children will be taught social problem-solving skills. At no time will physical discipline or corporal punishment be used.

### **BIRTHDAYS AND SPECIAL CELEBRATIONS**

We will happily help you celebrate your child's birthday with friends here at the YMCA. Please let your child's teacher know in advance that you will be bringing a treat. Because we follow healthy eating standards we ask that treats are healthy. Some examples include: yogurt parfaits, granola bars, and pizza with wheat crust.

### **CLOTHING AND PERSONAL BELONGINGS**

- Please label everything with your child's name.
- A change of clothing should be left at the YMCA at all times.
- Children should wear closed-toed shoes with soles, Velcro closure preferred.

### **PROVISIONAL EMPLOYMENT**

South Carolina Code of Laws Section 20-7-2725 was amended to allow childcare facilities to provisionally employ caregivers by obtaining from the South Carolina Law Enforcement Division (SLED) a favorable criminal background based upon the caregiver's name and date of birth. An individual may be provisionally employed until such time as the SLED and FBI fingerprint based background checks and the Central Registry check are completed.

**LIABILITY INSURANCE-** The Beaufort County YMCA carries liability insurance.

**FREE AND FULL ACCESS-** Free and full access is granted to parents of children enrolled unless court order stipulates otherwise. The visit must not disrupt instructional activities or classroom routines.

### **PROCEDURES THAT WILL HELP ALL FLOW MORE SMOOTHLY**

Please do not call the YMCA to have a child waiting in advance of the parent's arrival. A note **must be sent** to the teacher on the day it is necessary for the child to be prepared to leave immediately upon his parent's arrival. Accommodations will be made for military personnel.

The child will be released **ONLY** to the person(s) who are listed on the registration information section. Should this information change, the staff must be notified in advance by written notice. A photo ID check will be requested before a child can leave.

In every case concerning a custody clause or dispute, written instructions **MUST BE GIVEN TO THE CHILD CARE ADMINISTRATIVE STAFF** for anyone other than those authorized to pick up this child. If there is a court order/restraint in place, please provide us with copy of the order.

A child's record, emergency information, photograph and other information about child and or his/her family will not be copied, posted on the website, or disclosed to unauthorized persons without written consent from the child's parent/guardian. Both children and staff records are safe guarded in a secured file cabinet.

We do practice emergency drills/preparedness on a monthly basis. Drills included are: fire drills, tornado drills, and hurricane drills. We do have emergency evacuations in place as to specific written instructions as to how staff should proceed in an event of a fire or other natural disaster. A copy of this is posted in our pre-school rooms. Should you have any questions please contact the Early Childhood Director.

The YMCA does not provide medical insurance relative to accidents or injuries sustained as a result of program-related activities. Parents are responsible for providing their own accident insurance.

**ITEMS NEEDED FOR SCHOOL:**

Mat for nap time (this can be purchased at Amazon, Wal-Mart or Big Lots)

Backpack

Lunch box

Complete change of clothing (including underwear, socks and shoes)

\*Please put your child's name on all of these items

To complete your child's enrollment in the Discovery Kids Preschool Program, please make sure to submit the following:

- An updated shot record on a South Carolina document.
- DSS form 2900 General Record And Statement Of Child's Health For Admission To Child Care Facility
- Completed Discovery Kids Preschool Registration Packet, Conduct Agreement, Media Release, Fee Agreement and Payment Schedule

**DISCOVERY KIDS PRESCHOOL REGISTRATION**

**Ages 3 & 4**

Child's Full Legal Name \_\_\_\_\_ Nickname \_\_\_\_\_

Birth Date \_\_\_/\_\_\_/\_\_\_ Start Date \_\_\_\_\_

Preschool entry: 3K-\_\_\_\_\_ 4K-\_\_\_\_\_ Male\_\_ Female\_\_

YMCA Member Rates\_\_ Non Member Rates\_\_ Military\_\_

Mother's/Guardian's

Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Where employed? \_\_\_\_\_ Work # \_\_\_\_\_ Ext. \_\_\_\_\_

Father's/Guardian's

Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Where employed? \_\_\_\_\_ Work # \_\_\_\_\_ Ext. \_\_\_\_\_

In case of divorce, who has custody of the child?

\_\_\_\_\_

For the child's safety, list persons other than yourself to whom the child may be released:

1) \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

2) \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

3) \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

4) \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Emergency information: Name 2 people authorized to act for parent in an emergency:

1) \_\_\_\_\_ Address \_\_\_\_\_ Contact #'s \_\_\_\_\_

2) \_\_\_\_\_ Address \_\_\_\_\_ Contact #'s \_\_\_\_\_

Child's physician \_\_\_\_\_ Phone \_\_\_\_\_

Any medical problems, allergies, or other restrictions:

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

List any person(s) who may NOT pick up this child

Relationship \_\_\_\_\_ Court Ordered? Yes \_\_\_\_\_ No \_\_\_\_\_

- (In case of emergency, YMCA staff attempts to contact to the parent/guardian immediately.) If I cannot be reached, I authorized the YMCA to provide emergency medical care for my child. I understand that if any finances are involved that I, the parent/guardian, will be responsible for all expenses.
- In case of emergency, please designate the hospital you use  
\_\_\_\_\_
- My child has permission to participate in swimming activities, in transportation provided by Y staff, and to go on field trips arranged by the YMCA staff.
- I understand the YMCA provides liability insurance for all programs, but I must provide my own accident insurance.
- My child is in good mental and physical health and able to participate in all YMCA programs.

For program funding purposes only, please answer the following questions:

1. Who provided services to your child prior to the YMCA?

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

2. Would the YMCA Preschool Program allow you to sustain employment?

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

**CONDUCT AGREEMENT**

Your signature bellows indicates your support for our behavior standards. Please understand that the YMCA is a Christian organization and therefore maintains certain standards and values. We provide a fun and safe place for children. It is understood that all program participants will display appropriate, acceptable behavior. If behavior becomes unacceptable, he/she will be subject to suspension from school. No corporal punishment will be used. Parent conferences may be requested if there is a need. It is our goal to work with all children but if inappropriate behavior persists, child care services can be terminated.

**PARENT AGREEMENT**

I agree with the procedures and standards set forth on this registration form.

Date \_\_\_\_\_ Parent/Guardian \_\_\_\_\_

If there is any additional information that would help us better serve you and your child, please tell us in the space below. If there is information regarding medical or emotional problems that would enlighten us and help, please let us know.

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

**MEDIA RELEASE**

I, \_\_\_\_\_ (Parent/Guardian) hereby give Discovery Kids Preschool, YMCA of Beaufort County the absolute and irrevocable right and permission, with my respect to the photograph and/or video that have been taken of my child, \_\_\_\_\_, or in which he/she may be included with others:

- a. To copyright the same in Discovery Kids Preschool, Beaufort County YMCA’s name or any other name that Beaufort County YMCA may choose.
- b. To use, re-use, publish, and re-publish the same, in whole or part, individually, or in conjunction with other photographs, in any medium and for any purpose whatsoever, including (but in no way limited to) illustration, promotion and advertising and trade, television and multimedia, and
- c. To use my child’s name in conjunction therewith if Discovery Kids Preschool or the Beaufort County YMCA chooses.



I hereby release and discharge Discovery Kids Preschool, Beaufort County YMCA from any and all claims and demands arising out of or in connection with the use of the photographs, including all claims for libel. This authorization and release shall also ensure the benefit of the legal representative, licenses, and assigns of Discovery Kids Preschool, Beaufort County YMCA.

I hereby certify that I am the parent or guardian of the person named above. I do give consent according to the terms listed above without reservations to the foregoing on behalf of him, her, or them.

Printed Name of Parent/Guardian: \_\_\_\_\_

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

Witnessed by: \_\_\_\_\_ Date: \_\_\_\_\_

### FEE AGREEMENT

I, the Parent/Guardian:

- Received a handbook at the time of enrollment.
- Agree to update the emergency contact/parental consent form information whenever changes occur or every 6 months at minimum.
- Understand that registration fees are non-refundable and non-transferable.
- Understand that any refunds due to withdrawal from the program or overpayment to account must be requested within 30 days of the last day of attendance.

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

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

## Discovery Kids Preschool Program PAYMENT SCHEUDLE

**Please note you are only being charged for days students are in school, you must sign up and pay extra fees if you wish to participate in any Day Camp services when children are not in school.**

Depending on the payment option that you choose, payment is due on the 1<sup>st</sup> Day of the Month, or the 1<sup>st</sup> and the 15<sup>th</sup> of each month; if payment has not been paid by the 5<sup>th</sup> day of the due date, a \$25 late fee will be applied, if no payment by the 10<sup>th</sup> day of the due date, your child will not be able to attend until payment isreceived. There will be aa \$25.00 fee for all returned checking accounts, and a \$15.00 fee for all returned credit cards..

**PLAN A: Credit Card Account** *A copy of your credit card (front & back) must accompany this application. We will be drafting the first business day of the month. If you choose to cancel credit card drafts notification must be made in writing.*

Account Number:

Expiration Date: \_\_\_\_\_ American Express: \_\_\_\_ Discover \_\_\_\_ Mastercard: \_\_\_\_

Visa: \_\_\_\_

Visa Security Number (back of card): \_\_\_\_\_

**PLAN B: Checking/Savings Account Bank Draft**

Bank Name: \_\_\_\_\_

Transit Routing Number/ABA: \_\_\_\_\_

Checking Account Number: \_\_\_\_\_

Savings Account Number: \_\_\_\_\_

Signature of Account Holder: \_\_\_\_\_ Date: \_\_\_\_\_

Plan A or Plan B Draft Child Care Agreement Initials \_\_\_\_\_  
Initial

1) I understand that payment is due on the 1<sup>st</sup> business day of each month at the YMCA of Beaufort County

\_\_\_\_\_  
Initial

2) I understand that a late fee of \$25 will be applied to my account if payment is not received by the 5<sup>th</sup> of each month. \_\_\_\_\_

Initial

3) I understand that if payment is not received in full by the 10<sup>th</sup> of the month, my child will not be able to attend the program until payment is received. \_\_\_\_\_

Initial

4) I understand if my child does not attend every day/ week I will still be responsible for the whole month's payment, no exceptions. No credits or refunds will be given. \_\_\_\_\_

Initial