This combination registration packet is **for before & after-school programs and camps.** Please fill out the portions you will **need**. If all programs (school age and camp) are needed, the entire registration MUST be completed.

### **Program Choice (Please select all that apply)**

- Before School (Elementary School ONLY)
- After School
- Camp
- O Early Riser Breakfast Program for camp (6:00-7:30)

### Required Documents (Must Be Submitted at the time of registration)

- Physical
- Immunizations
- Asthma/Allergy Action plans (If applicable)
- Medication consent form (If applicable)
- IEP/504 (If applicable)

### Additional Required Information for Camp & 2024 School Year

### <u>Camp</u>

- A one-time \$15.00 Maintenance Fee and Deposits (50.00 per child per session) are due at the time of registration for camp.
- The Early Riser Breakfast Program is optional for families needing care before camp hours (6:00 am -7:30 am) at an additional cost weekly. Drop-off after 7:30 will be turned away.
- Camp is a 5-day program Monday-Friday 7:30 am-5:30 pm. We do not offer a part-time schedule.
- Payments for camp and the school year program will be deducted every
   Monday by EFT before services are rendered. Payment will be deducted from the method you submitted at the time of registration.
- If an account is behind will be turned away until the balance is settled.
- If an account gets to be 2 or more weeks behind the child will be subject to termination.

#### **School Age Program**

- Our before-school program is for elementary students only (K-5).
- Before school runs 6:00 am-7:30 no late drop-offs would be accepted.
- Afterschool runs from when children are dismissed until 6:00 pm
- All changes for camp or the school program MUST be put in writing and will be made within 48 hours.
- Meal forms must be completed with the registration regardless of income eligibility.

## Enrollment Packet 2024-2025

Camp:	Transportation: Yes or No	
After School Site:	Before School:	Transportation: Yes or No
Payment Method: Priv	EEC Voucher	
	bove section for Office	<u>Use only</u>
Child's Name:		D.O.B.
Address:		
City:	State:	Zip:
School:		Grade in the fall:
Do	es your child have an IE	P/BIP/504?
Yes	No If Yes Please pro	ovide a copy
If you would like your child	to start on a specific dat our program, please s	te other than the actual start date of pecify:
Additional I	nformation regarding you	ur child's wellbeing:

## Parent/Guardian Information

### Please print legibly.

### **Emergency & Authorized Contact Information**

I authorize the following people to be contacted and pick up my child in case of an emergency. Emergency contacts will be called in the order placed.

Emergency Contact 1:
Name:
Phone Number:
Relationship:
Emergency Contact 2:
Name:
Phone Number:
Relationship:
Authorized Contact 1:
Name:
Phone Number:
Relationship:
Authorized Contact 2:
Name:
Phone Number:
Relationship:
Authorized Contact 3:
Name:
Phone Number:
Relationship:

# School Year Program 2024/2025

I DO NOT NEED THE AFTER-SCHOOL PROGRAM FOR 2024/2025 SCHOOL YEAR									
(Please skip to camp portion)									
		•	vledge that my objections of						
I acknowledge		select a specific vill be placed or	program now an a waiting list.	and the capacity	is reached,				
	need vacation w		tended care. ull/extended ca	re.					
O Before so	hool (element	ary school on	ly)						
Monday	Tuesday	Wednesday	Thursday	Friday					
○ After Sch	○ After School								
Monday	Tuesday	Wednesday	Thursday	Friday					
O I will need School Closure <b>ONLY.</b> (This when the public school is closed, it will include professional development days/vacation weeks and summer.)									
Parent Signa	ture			Date					

# Summer Camp & Program 2024

### Please check off your camp choice:

- Camp Weber (please select a transportation option)
- Fun City summer program (No transportation)
- Camp Stony Brook Acres (No transportation)
- Small Fry summer program (4 or 5 going into Kindergarten, No transportation)
- Teen Adventure camp at Weber (Must be 13-15, Please select a transportation option)
- O Teen Adventure Camp at Stony Brook Acres (Must be 13-15)

### Please select the sessions you would like your child to attend:

O Session 1 June 24- June 28	O Session 2 July 1-July 5	O Session 3 July 8- July12
O Session 4 July 15- July 19	O Session 5 July 22-July 26	O Session 6 July 29- August 2
O Session 7 Aug 5-Aug 9	O Session 8 Aug 12- Aug16	O Session 9 Aug 19-Aug 23

- There will be NO camp on July 4 and August 23.
- Our vans are limited to a first come first served basis.

# Transportation for camp

### **Camp Weber ONLY**

If you do not select a transportation route, you will automatically be registered for pick and drop off at camp.

Route 1	Check	AM Pick Up	Check	PM Drop Off
Duggan Middle School (Bradley Road behind the school)		8:00 am		4:15 pm
Commerce Shuttle		8:15 am		4:25 pm

Route 2	Check	AM Pick up	Check	PM Drop Off
Robinson Gardens (start of Robinson Dyer Circle off Berkshire)		7:45 am		4:15 pm
Van Sickle Middle (Carew Street in front of school)		7:55 am		4:25 pm
Zanetti (in front of school)		8:05 am		4:35 pm
Bowles (in front of school)		8:15 am		4:45 pm
Old Chicopee School Department (Broadway Street)		8:30 am		4:55 pm
Stefanik (Meadow Street back lot)	_	8:40 am		5:05 pm

Route 3	Check	AM Pick up	Check	PM Drop Off
Talmadge School		7:45 am		4:15 pm
Washington School		7:55 am		4:25 pm
(Washington Street				
Forest Park Middle (Oakland		8:10 am		4:35 pm
Street)				
Marble Street Apt		8:20 am		4:40 pm
(Dwight Street Apt)				

Route 4	Check	AM Pick up	Check	PM Drop Off
Congress St. & Main Street		7:20 am		4:25 pm
Main St. & Jefferson		7:30 am		4:35 pm
(Medians Market)				
Plainfield St. & Clyde St.		7:40 am		4:25 pm
Drop off at camp then head to pick up shuttle run.				
Commerce Shuttle		8:30 am		4:45 pm

Route 5	Check	AM Pick Up	Check	PM Drop Off
Save A Lot Plaza		7:45 am		4:20 pm
(Indian Orchard)				
Kensington School		8:05 am		4:50 pm

Van 1	Check	AM Pick up	Check	PM Drop Off
Freedman School		7:55 am		4:40 am
Colonial Estates & North Branch Pkwy		8:05 am		4:50 am

## Shuttle Location: This shuttle will have two buses picking up children and taking them camp.

This location may be subject to change if the school does construction. In this event we will disclose the new location via email.

Because this is a shuttle location, please note the 8:30 cut off is **strictly enforced**.

Shuttle	Check	AM Pick up	Check	PM Drop off
Commerce High School (Back of the school in the field area on Union Street)		7:30-8:30 am		5:30 pm

#### I choose to Pick up and drop off at Camp Weber

Camp Weber	7:30 am	4:00 pm
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- Timing, please arrive 10 minutes prior to the morning pick up and the afternoon drop off.
- An adult over 18 must be present at both pick up in the morning and drop off in the afternoon.
- ID's will be required for a child to be released.
- Any child that is not picked up on time will be taken to Tower Square.

### First Aid and Medical Consent 102 CMR 1.09 (3)

I authorize the YMCA staff for both school age and camp program who are trained in the basics of first aid to give my child aid when it is appropriate. I understand that every effort will be made to contact me in the event of an emergency requiring medical attention for my child. However, if I cannot be reached, I hereby authorize the program to transport my child to the nearest medical care facility and/or to secure necessary medical treatment for my child.

If something is not applicable, please put N/A do not leave blank.

Child's Physician Name:			
Address & Phone Number	er:		
Child's Allergy:			
Chronic health condition	:		
Special Identifying mark	s:		
Concerns or limitations:			
Eye Color:	Hair Color:	Skin Color:	
Lye color.	Tiali Color.	Skiii Coloi .	
Height:	Weight:	Primary Language:	
Health Insurance Covera	age:		
Policy Number:			

# YMCA of Greater Springfield 2024-2025

### Transportation Plan and Authorization [7.09(3) and 7.12(1)]

Child's Name:	
My child will be dropped off to the YMCA before school prog o Parents drop off.	ram.
My child will arrive to the after-school program by:	
<ul> <li>Bus or Van (Springfield &amp; Chicopee schools ONLY)</li> <li>(HWSRD transportation will be provided by HWRSD so</li> </ul>	chool department)
<ul><li>Parent Drop off.</li><li>Other:</li></ul>	
My child will depart form the after-school program by:	
<ul><li>Parents pick up.</li><li>Other:</li></ul>	
Parent/Guardian's Name	Date

## Authorization & Permission Form 2024/2025

The following statements are optional by initialing you acknowledge my child's participation and involvement.

I give permission for:	
My child to attend all field trips to locations wi	thin walking distance from the center.
My child to watch movies with a rating no high	ner than PG.
School, Administrators, or school teaching sta assessments, any medical documentation) from m	
My child to participate in supervised YMCA Gy	m/playground programming.
My child to participate in supervised YMCA swi	im programming.
My child to be observed and interact with auth	norized student interns and volunteers.
My child to begin their homework while at the complete their homework during program hours.	program but understand that they may not
The YMCA to use my child's picture in YMCA p	ublicity and media promotions.
The YMCA to use my child's picture inside the	school building.
$\underline{}$ I hereby authorize that my child (only 1st grad setting.	le and up) is ready to experience an outdoor camp
I give permission for him/her to travel on the	bus to camp/or on field trips.
I also give permission for the camper to partic	cipate in all planned camp activities and programs.
I give permission for my child to receive emer	gency medical attention in my absences.
of my child in both school and the YMCA's school of	nool any information that is relevant to the success out program. I authorize, and
sign/and/or review any childcare documents in my	absence.
<u>Wavier o</u>	f Liability
While it is the aim and the responsibility of the YMCA enjoyable experience, you must realize that participa hereby release myself and my child, our heirs, execu YMCA of Greater Springfield, its agents, servants, repliability, damage, or cost which my child may receive program/activity/service conducted and/or provided	tion in the YMCA Program has some inherent risk. I tors, and administrators, and forever discharge the presentative and employee for any injury, loss, /incur as a result of participation in any
Parent Signature	Date

### Registration & Payment Policy

Parents enter a contract relationship with the YMCA in which both parties agree to certain conditions in writing. Those conditions include the child's schedule and tuition rates, acceptance of the center's policies, and support of the program.

### Electronic Funds Transferred EFT

As stated in the Registration and Policy Contract the YMCA will automatically deduct weekly childcare fees unless there is a zero-parent fee. Vouchers are not exempt from filling this form, if there is a zero-parent fee no monies will be deducted. If there is a late fee, or field trip the money will be deducted from the account given.

I understand that if I opt to use a bank account it may take up to three days to post to your account.

All Payments will be deducted on the **Monday** prior to services rendered. This will be 7 days early to ensure all account activities are current.

Please print legibly.

Child's Name:							
Child's Date of Bi	rth:						
		Debit	/Credit Card				
Name on Account	t:						
Type of Card:	Master Card	Visa	Discover	American Express			
Card Number:		-	-	-			
Card Exp:			CVC Code	e:			
	Banking Account						
Name on Account	t:						
Routing Number:							
Account Number:							
Account Type:	Checkin	ıg	Saving	gs			
Parent Signature:				Date:			
Tarent Signature.	•			Date:			





### CACFP MEAL BENEFIT INCOME ELIGIBILITY FORM (Child Care)

### INSTRUCTIONS FOR COMPLETING THE CACFP MEAL BENEFIT INCOME ELIGIBILITY FORM (Child Care)

#### If any member of the household gets SNAP or TAFDC, follow these instructions:

**Part 1:** List all enrolled children and household members. For any person, including children, with no income, you must check the "No Income Box".

Part 2: List the case number for any household member receiving SNAP or TAFDC benefits.

**Part 3:** If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your Child Care Sponsor for further instructions. If not, skip this part.

Part 4: Skip this part

Part 5: Sign the form. The last four digits of a Social Security Number are not necessary.

Part 6: Answer this question if you choose.

#### If you are applying on behalf of a FOSTER CHILD, follow these instructions:

If all children you are applying for are foster children, or if you are only applying for benefits for the foster child:

Part 1: List all foster children. Check the box indicating that the child is a foster child.

Part 2: Skip this part.

Part 3: Skip this part.

Part 4: Skip this part.

Part 5: Sign the form. A Social Security Number is not necessary.

Part 6: Answer this question if you choose to.

#### If some of the children in the household are foster children.

**Part 1:** List all enrolled children and household members. For any people, including children, with no income, you must check the "No Income Box." Check the box if the child is a foster child.

Part 2: If the household does not have a case number, skip this part.

**Part 3:** If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your Child Care Sponsor for further instructions. If not, skip this part.

Part 4: Follow these instructions to report total household income for this month or last month.

**Column A – Name:** List only the first and last name of **each** person living in your household who share income and expenses, related or not (such as grandparents, other relatives, or friends who live with you) with income. Include yourself and all children living with you. Attach another sheet of paper if you need to.

**Column B – Gross Income and How Often it was Received:** For each household member, list each type of income received for the month. You must tell us how often the money is received – weekly, every other week, twice a month, or monthly.

**Box 1:** List the **gross income**, not the take-home pay. Gross income is the amount earned before taxes and other deductions. You should be able to find it on your pay stub or your boss can tell you.

Box 2: List the amount each person got for the month from welfare, child support, alimony.

**Box 3:** List retirement, Social Security, Supplemental Security Income (SSI), Veteran's (VA) benefits, disability benefits.

**Box 4:** List ALL OTHER INCOME SOURCES including Worker's Compensation, unemployment, strike benefits, regular contributions from people who do not live in your household, and any other income. Report income after expenses in Box 1 only if self employed. Box 4 is for your business, farm or rental property. Do not include income from SNAP, FDPIR, WIC or Federal education benefits. If you are in the Military Housing Privatization Initiative or get combat pay, do not include this housing allowance as income.

**Part 5:** Adult household member must sign the form and list the last four digits of the Social Security Number or mark the box if s/he doesn't have one.

Part 6: Answer this question if you choose.

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### **CACFP MEAL BENEFIT INCOME ELIGIBILITY FORM (Child Care)**

### ALL OTHER HOUSEHOLDS, including WIC households, follow these instructions:

**Part 1:** List all enrolled children and household members. For any people, including children, with no income, you must check the "No Income Box."

Part 2: Skip this part.

**Part 3:** If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your Child Care Sponsor for further instructions. If not, skip this part.

Part 4: Follow these instructions to report total household income form this month or last month.

**Column A – Name:** List only the first and last name of **each** person living in your household who share income and expenses, related or not (such as grandparents, other relatives, or friends who live with you) with income. Include yourself and all children living with you. Attach another sheet of paper if you need to.

**Column B – Gross Income and How Often it was Received:** For each household member, list each type of income received for the month. You must tell us how often the money is received – weekly, every other week, twice a month, or monthly.

**Box 1:** List the **gross income**, not the take-home pay. Gross income is the amount earned before taxes and other deductions. You should be able to find it on your paystub or your boss can tell you.

Box 2: List the amount each person got from the month from welfare, child support, alimony.

**Box 3:** List retirement, Social Security, Supplemental Security Income (SSI), Veteran's (VA) benefits, disability benefits.

**Box 4:** List ALL OTHER INCOME SOURCES including Worker's Compensation, unemployment, strike benefits, regular contributions from people who do not live in your household, and any other income. Report income after expenses in Box 1 only if self employed. Box 4 is for your business, farm or rental property. Do not include income from SNAP, FDPIR, WIC or Federal education benefits. If you are in the Military Housing Privatization Initiative or get combat pay, do not include this housing allowance as income.

**Part 5:** Adult household member must sign the form and list the last four digits of the Social Security Number or mark the box if s/he doesn't have one.

**Part 6:** Answer this question if you choose.

Privacy Act Statement: This explains how we will use the information you give us.

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly.

CACFP Meal Benefit Income Eligibility Form Child Care Instructions Page 2 of 2

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**CACFP MEAL BENEFIT INCOME ELIGIBILITY FORM (Child Care)** 

Part 1. All Household Members			.ioibieii i i c		44
Name of Enrolled Child(ren):					
Names of all household members (First, Middle Initial, Last)	s		RESPONSIBILIT OR COURT) * IF ALL CHILD	STER CHILD (THE LEGAL 'Y OF A WELFARE AGENCY  REN LISTED BELOW ARE REN, SKIP TO PART 5 TO M.	CHECK IF NO INCOME
:					
Part 2. Benefits: If any member o	of your household receiv	ed SNAJ	P or TAFDC cash	assistance, provide the name a	nd case number for
the person who receives benefits. I				ussismines, provide inclination	id case number for
NAME:		***************************************	CASE NU	MBER:	
Dont 2 If any child you are annivir					C1:11 C C
<b>Part 3.</b> If any child you are applyin Phone #:	Homeless $\square$		runaway, check th	Runaway	Child Care Sponsor at
T			_	•	
Part 4. Total Household Gross In	B. Gross income and				
	D. Gross income and	Q HOW O	item it was receive	ea	
A. Name (List only household members with income)	1. Earnings from work before deductions	2. Wel- alimon	fare, child support, y	3. Pensions, retirement, Social Security, SSI, VA benefits	4. All Other Income
(Example) Jane Smith	\$200/weekly	\$150/t	wice a month	\$100/monthly	\$/
oute Simil	\$/	\$		\$/	\$ /
	\$/	\$		\$/	\$/
	\$/_	\$	/	\$/_	\$/
	\$/	\$		\$/	\$
	\$/	\$		\$/	\$/
Part 5. Signature and Last Four	Digits of Social Securit	ty Numb	er (Adult must si	ign)	
An adult household member must of his or her Social Security Numback of this page.)					
I certify that all information on this Federal funds based on the informa- purposely give false information, the	ation I give. I understan	nd that C	ACFP officials me	ay verify the information. I und	derstand that if $I$
Sign here:		Print na	ıme:		•
Date:	<u></u>				
Address:		Phone	Number:		
City:				Zip Code:	
Last four digits of Social Security Num				a Social Security Number	

CACFP Meal Benefit Income Eligibility Child Care Form

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CACFP MEA	L BENEFIT INCOME E	LIGIBILITY FOR	RM (Child Care)
Part 6. Participant's ethnic and			
Mark one ethnic identity:	Mark one or more racial iden	tities:	
☐ Hispanic or Latino	☐ Asian	American Indian	n or Alaska Native
	☐ White ☐ Black or African American		n or Other Pacific Islander
Don't fill out this part. This is fo			
	gibility: Free Reduced De	Twice A Month,  Morenied	nth,  Year Household size:
Determining Official's Signature:	****		Date:
Confirming Official's Signature:			
The participant in the day	care	Effective July 1,	2024 to June 30, 2025
facility may qualify for fre		lousehold size	Yearly
reduced price meals if you	27,861		
household income falls wit	hin the	37,814	
limits on this chart.		3	47,767
		4	57,720
		5	67,673
		6	77,626
		7	87 570

Privacy Act Statement: The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve the participant for free or reduced price meals. You must include the last four digits of the Social Security Number of the adult household member who signs the application. The Social Security Number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number for the participant or other (FDPIR) identifier or when you indicate that the adult household member signing the application does not have a Social Security Number. We will use your information to determine if the participant is eligible for free or reduced price meals, and for administration and enforcement of the Program.

Each additional person:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

#### 1. mail:

U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or

(833) 256-1665 or (202) 690-7442; or

3.

program.intake@usda.gov

This institution is an equal opportunity provider

97,532

+9.953

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Transmission and transm



#### SHARING INFORMATION WITH MEDICAID/CHIP

Dear Parent/Guardian:

If your children qualify for free or reduced price meals, they may also be able to get low to no cost health insurance through Medicaid or the Children's Health Insurance Program (CHIP). Children with health insurance are more likely to get regular health care and are less likely to become sick.

Because health insurance is so important to children's well-being, the law allows us to tell Medicaid and CHIP that your children are eligible for free or reduced price meals, unless you tell us not to. Medicaid and CHIP only use the information to identify children who may be eligible for their programs. Program officials may contact you to offer to enroll your children in this health insurance program. Filling out the CACFP Meal Benefit Income Eligibility Forms does not automatically enroll your children in health insurance.

If you do not want us to share your information with Medicaid or CHIP, fill out the form below and send it with your Income Eligibility Form to [address] by [date]. (Sending in this form will not change whether your children get free or reduced price meals.).

	No! I DO NOT want information from my CACFP Meal Benefit Income with Medicaid or the Children's Health Insurance Program.	e Eligibility Form shared
If you	checked no, fill out the form below.	
Child's	Name:	
Signatu	ire of Parent/Guardian:	
Today'	s Date:	
Print Y	our Name:	
Addres	s:	
For mo	re information, you may call [name] at [phone]	-

CACFP Meal Benefit Income Eligibility Form Sharing Information with Medicaid/CHIP Page 1 of 1

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