## **Buckeye Valley School-Age Child Care**

# **Fee Policy Information**

### **August 2017 – May 2018**

**REGISTRATION FEE**: $30.00 for one child or $50.00 for two or more children. The registration fee is an annual, non-refundable fee.

**MONTHLY FEE PAYMENT:**

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|  | **Rate/1st child\*** | **Rate/Additional child**  |
| AM only | $160.00 | $144.00 |
| PM only | $180.00 | $162.00 |
| BOTH AM and PM | $320.00 | $288.00 |

\*1st child rate applies to oldest child when registering additional children. 10% off additional child.

**MONTHLY PAYMENTS MAY BE DIVIDED INTO TWO EQUAL PAYMENTS TO BE MADE ON THE 1ST AND 15TH OF EACH MONTH**

**BANK/CREDIT CARD MONTHLY SEMIMONTHLY PAYMENT DATES:**

**DRAFT DATES**: August 15th First Payment

August 20th September 1st& 15th

September 20th October 1st & 15th

October 20th November 1st & 15th

November 20th December 1st & 15th

December 20th January 1st & 15th

January 20th February 1st & 15th

February 20th March 1st & 15th

March 20th April 1st & 15th

April 20th May 1st Last Payment

 \*draft will be on or around the 20th of the month

**MAKING PAYMENTS:** Monthly payments can be set up with a bank account or credit card. Drafts are scheduled on the 20th of the each month. Individuals payments can be made by check, money order or credit card. Payments must be RECEIVED by the due date (1st & 15th of each month). Checks should be made payable to the YMCA. Payments may be made online, mailed or dropped off at the Delaware Community Center YMCA @ 1121 South Houk Rd Delaware, Ohio 43015 ATTN: Holley Napier, Child Care Director.

**Payments will not be accepted at your Y-Club site, by email or over the phone.** Payments may be made early, but payments received after the due dates will be charged a late fee of $10.00/child. Past due balances must be paid before the next payment date. Failure to do so may result in dismissal from the program. **Financial assistance is available (see information on page 3).**

**MEMBERSHIP BENEFITS TO CHILD CARE FAMILES:**

All children enrolled fulltime in YMCA Before/After School Care receive a free Child/Youth Membership and Tier 2 pricing of YMCA Branch Programs. Child Care Families are eligible for a Family Membership at a reduced monthly rate, plus no enrollment fee.

More information regarding membership benefits is available at the Delaware Community Center YMCA or www.ymcacolumbus.org/Delaware.

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| **Type** | **Membership Rate** | **Child Care Family Rate** |
| Free Child Membership \* Ages 5-8 | $11.06/month | No charge |
| Free Youth Membership \* Age 9-12 | $21.95/month | No charge |
| Family Membership \*\* | $82.95/month | $52.95/month |

 Prices for full membership do not include state sales tax

 \*Tier 2 pricing applies for YMCA programs. \*\*Tier 1 pricing applies for YMCA programs.

#### INFORMATION REGARDING FEE PAYMENTS

**PROGRAM FEES**: Fees will be due on a pre-pay basis, either monthly draft around the 20th of each month or semi-monthly on the 1st and 15th of each month, beginning August 15, 2017. Tuition is based on the cost per child per school year (178 school days) and is then divided into 18 equal payments (9 months x 2 payments) for semimonthly and 9 equal payments for draft. Your payments cover school days only and do not fluctuate for school days off and holiday breaks**.**

***•***  *Because the school days off and emergency snow days is a separate program, there is a separate fee required for our school days off and holiday break programs*.

***• Tuition is not pro-rated for any reason, including holidays, illness, family vacations, or emergency school closings.***

Here are examples of fees for December:

If your child does attend our school holiday break program in December, you owe a December payment on the 1st and a December payment on the 15th AND an additional fee for the School Holiday Break program.

If your child does not attend our School Holiday Break program in December (Holiday Break), you still owe a payment on December 1st and a payment on December 15th because these payments are a part of the 18 payments figured for 178 school days.

**DATES OF SERVICE**: We will provide school-age child care for the 178 scheduled school days starting on the first day of the school Aug 17, and ending on the last day of the school May 24.

**ATTENDANCE:**

Our programs are on a Full-Time basis only. You will be charged for the amount of your slot whether or not your child attends. You may permanently change your slot (i.e. add afternoons or mornings) if program space is available. A request to change slots must be given to the YMCA childcare registrar **in writing**. This request can be emailed or mailed to the Delaware Community Center YMCA ATTN: Holley Napier, Child Care Director. We will notify you if there is room to accommodate your request.

**WITHDRAWAL FROM THE PROGRAM**: Individuals intending to withdraw from the program must do so by calling and notifying the Child Care office and emailing hnapier@ymcacolumbus.org, giving a 2-week written notice. Parents/guardians are responsible for the program fee if a 2-week written notice has not been given. If your child has not attended the program for 2 consecutive weeks without prior notice, this may result in the termination of your childcare slot.

**RETURNED PAYMENT FEE**: $20.00

If you have a check, credit card payment or bank draft that is returned to us for insufficient funds, you may no longer be permitted to pay using those options.

**LATE PICK-UP FEES**: A $10 per child penalty will be assessed for each 15 minute segment (or any part of) after 6:00 p.m. REPEATED LATE PICKUP MAY RESULT IN DISMISSAL FROM THE PROGRAM. If your child will be absent, please call the site cell phone and leave a message.

**FINANCIAL ASSISTANCE**: Financial assistance is available for families that qualify. Childcare fees will be based on a sliding fee scale. You may inquire about assistance at your local YMCA branch. We also accept subsidized childcare. Call (614) 839-9622 for details.

**SCHOOL DAY’S OFF AND SCHOOL HOLIDAY BREAKS**: Full day child care will be provided (7:00a.m. – 6:00p.m.) at Delaware Community Center YMCA as a separate program. The child must be pre-registered with a completed health form on file prior to the first use of the School Days Off (SDO) program. There will be limited space available at the Delaware Community Center YMCA Branch. **This program requires a separate registration for each break**. SDO Registration information may be found on our website ymcacolumbus.org/Delaware, at the Delaware Community Center YMCA or at your Y-Club site. The fee for this program is ***in addition*** to your regular childcare fees. Specific dates, based on the Buckeye Valley Local Schools Calendar, will be posted online and open for registration by mid-summer.

Care will not be provided on:

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| Labor DayThanksgiving DayFriday after ThanksgivingChristmas Eve  |
| Christmas DayNew Year’s EveNew Year’s Day |
| Memorial Day |
|  |

**SNOW EMERGENCY DAYS**: Full day child care (7:00 a.m. – 6:00 p.m.) will be provided at Delaware Community Center YMCA on days when school has been cancelled due to weather conditions. Payments must be made on that morning at the YMCA branch. The program is first come first serve. The child must have a completed health form on file or submitted at time of payment. In the event of a level 2 snow emergency the program may be cancelled.