

# 2023-24 ACADEMIC YEAR ENROLLMENT FORM

## GREATER WICHITA YMCA SCHOOL-AGED CHILD CARE PROGRAMS

### KEY Academy, School Day Out, and Break Club

PARTICIPANT'S NAME \_\_\_\_\_  
ID# \_\_\_\_\_

SCHOOL DAY OUT/BREAK CLUB PARTICIPANT ONLY  
Visit [ymcawichita.org/funclub](http://ymcawichita.org/funclub) for more information.

MUST complete form for EACH CHILD and submit in-person at any Greater Wichita YMCA branch location. Additional form copies and information are available online at [ymcawichita.org/key](http://ymcawichita.org/key) or at all area branch locations([ymcawichita.org/locations](http://ymcawichita.org/locations)).

TO ENROLL YOUR CHILD IN KEY ACADEMY, SCHOOL DAY(S) OUT, and/or BREAK CLUB(S) Complete (for each child) and submit this form at any Greater Wichita YMCA branch ([ymcawichita.org/locations](http://ymcawichita.org/locations)).

SCHEDULE OF SERVICE							
START DATE ___/___/___		ANTICIPATED TIMES (REQUIRED)		KEY Site: _____ <small>Must be 12 years, or younger, to enroll. Unless otherwise noted, student <i>must</i> attend school at enrolled KEY site.</small>	WEEKLY		
KEY Session	BEFORE SCHOOL (Breakfast included)	Arrival:	Departure: School Day Starts		BEFORE	\$55	\$60
	AFTER SCHOOL (Snack included)	Arrival: School Day Ends	Departure:		AFTER	\$60	\$65
	BEFORE AND AFTER SCHOOL (Breakfast and snack included)	Arrival:	Departure:		BOTH	\$70	\$75
TOTAL WEEKLY FEE (due 10PM CT each Monday prior to the week of service) PAYABLE BY <input type="checkbox"/> AutoDraft <input type="checkbox"/> Check <input type="checkbox"/> Money Order <input type="checkbox"/> Check <input type="checkbox"/> Cash					_____		

A MEMBER pricing - requires current/active Greater Wichita YMCA family membership.  
B COMMUNITY PARTICIPANT pricing - for all non-member program participants.

I have been awarded Greater Wichita YMCA Child Care and Camp Branch Income-Based Financial Assistance. REQUIRED Rate Reduction \_\_\_\_\_%

PAYMENT DUE AT ENROLLMENT/REGISTRATION	2023-2024 KEY/SDO/BC
\$15/CHILD/SESSION ANNUAL ENROLLMENT FEE (non-refundable, non-transferable):	\$15 or \$30
FIRST WEEK'S KEY ACADEMY FEES (if enrolling within ten business days of intended participation):	\$ _____
SCHOOL DAY OUT / BREAK CLUB PAYMENT (non-refundable):	\$ _____
TOTAL FEES/PAYMENT DUE AT REGISTRATION PAYABLE BY <input type="checkbox"/> Cash <input type="checkbox"/> Credit/Debit Card <input type="checkbox"/> Check/Money Order:	\$ _____

### TERMS OF AGREEMENT

Your signature confirms agreement with the following:

- I/We understand that the YMCA reserves the right to dismiss any participant if they or their parent/guardian fails to comply with policies and procedures of the program.
- I/We the below signed person/parent(s) having legal custody/legal guardianship of said minor, give permission for said minor to attend any YMCA program activities supervised by authorized YMCA staff. Said minor is physically able and mentally prepared to participate in all activities, including nutrition and wellness curriculum.
- SCHOOL DAY OUT (SDO) and BREAK CLUB (Fall, Winter, Spring) fees are non-refundable, regardless of attendance. To cancel registration contact Child Care Accounts by 10PM (CT) on Monday two full week prior to scheduled attendance. Fee may be transferred to another program.
- I/We understand that payments for KEY Academy can be made online, via AutoDraft (bank or card autopayment), or at any Greater Wichita YMCA branch. Payments cannot be accepted at the school or KEY location.
- I/We agree to pay the above stated weekly fees by 10PM on the Monday prior to the week of service during my/our child's enrollment in the KEY program. Failure to make timely payments may result in suspension until proof of payment is provided or dismissal from the program.
- I/We release the Greater Wichita YMCA, its staff, and participating school districts from all claims of injury which may be sustained by enrolled child while participating in any YMCA-sponsored activity, whether caused by the negligence of the YMCA or otherwise. If medical attention is required, I give my permission for such medical care.
- I/We have read and understand the Parent Information and Policies. View Parent Information and Policies at [ymcawichita.org/KEY](http://ymcawichita.org/KEY) under Registration or scan the QR code.



\_\_\_\_\_  
SIGNATURE (Parent, Legal Guardian, Legal Custodian)      \_\_\_\_\_  
DATE

RELATIONSHIP TO CHILD (CHECK ONE): \_\_\_Parent \_\_\_Legal Guardian \_\_\_Legal Custodian

**IMPORTANT** Retain a copy of this enrollment form and receipt of payment. Weekly fees are based on the above schedule. Fees will not be prorated for absences, in-service days, conference days, holidays, or school cancellations. Find full policies, billing information, payment methods, and more at [ymcawichita.org/key](http://ymcawichita.org/key).

### FOR OFFICE USE ONLY

DATE RECEIVED \_\_\_/\_\_\_/\_\_\_ STAFF REMINDER SET AUTO/BANKDRAFT FEES, AS APPROPRIATE, DURING ENROLLMENT PROCESS.  
TIME RECEIVED \_\_\_:\_\_\_ AM / PM SPECIAL INSTRUCTIONS  
STAFF INITIALS: \_\_\_\_\_

\_\_\_\_\_  
STAFF SIGNATURE      \_\_\_\_\_  
DATE

#### PROGRAM FEE AUTODRAFT PLAN

The KEY Academy weekly program fee (draft) amount indicated above will be automatically deducted from/charged to my (check one):

BANK ACCOUNT (Checking, Savings)  
 CARD (Credit, Debit)

This AutoDraft payment plan is a continuous program, however is not designed to exceed the program's end date of \_\_\_/\_\_\_/\_\_\_.

#### STATEMENTS OF UNDERSTANDING

**I UNDERSTAND THAT:**

- If enrolling LESS than 2 weeks in advance, the first week cannot be paid by draft.
- If I wish to exit the KEY Academy program and/or discontinue the agreed weekly draft amount before the program's end date (above), I must notify the Greater Wichita YMCA **IN WRITING** ([childcare@ymcawichita.org](mailto:childcare@ymcawichita.org)) **TWO (2) WEEKS PRIOR TO THE FINAL DRAFT.**
- Should any transfer/AutoDraft not be honored by my provided financial institution/card issuer for any reason I am responsible for that payment **PLUS** any/all applicable service fees assessed.
- KEY Academy program rates are subject to change and I will be notified, in writing, prior to fee adjustments.
- It is my responsibility to notify the Greater Wichita YMCA of any changes to my above-provided payment method prior to the next weekly AutoDraft of fees.
- It is my responsibility to notify the Greater Wichita YMCA of any changes to my address, phone number, email address, or other provided contact information.
- Enrolled children will be denied KEY Academy/Fun Club access and services until any/all balance(s) due are paid.
- My Credit card information may be updated with "Account Updater Services" offered by Card Networks.
- The voided check provided with this enrollment form is for information purposes only.

PARENT/GUARDIAN/CUSTODIAN INITIALS: \_\_\_\_\_

Accept my adjacent signature as authorization to begin weekly AutoDrafting of indicated fees.