



Campbell County YMCA Ft. Thomas Independent Schools SACC Registration Information

The YMCA School Age Child Care programs are designed to meet the developmental needs of school aged children, as well as support, motivate, and nurture them. This allows children to achieve their full potential, all the while keeping them safe. We look forward to serving you and your children in our School Age Child Care programs.

Registration: To register your child please complete the following steps:

1. Fully complete the 2019-2020 registration form.
2. Include a current immunization certificate.
3. Pay the registration fee along with the first month payment.
4. All forms can be submitted via email to Jessica (jberberich@myy.org) or dropped off at the Campbell County YMCA. **Note: Forms should only be submitted to school sites between September and May.**

Answering your questions:

1. Start Date: It will take 3 business days to process new registrations.
2. Billing: All programs are based on an even billing system, you may choose to make monthly payments.
 - a. The registration fee is due at the time of registration.
 - b. Monthly payments will be deducted on the 20th of each month for 9 ½ months. The first payment will be deducted on July 20th. If you register in August, you will have two payments deducted for the current month and upcoming month. The August payment will be ½ off the standard month's payment.
1. Absences: Full payment is due each month, even if your child does not attend the program due to absences or vacations. Snow days, school breaks, and holidays, etc. are calculated into the original overall pricing and payment is the same each month during these times.
2. Financial Assistance: The YMCA of Greater Cincinnati believes that no child should be excluded from any activity due to the inability to pay. Some families may be eligible to receive assistance through the *Commonwealth of Kentucky's Childcare Assistance* program (855-306-8959 or www.benefind.ky.gov). If you are denied assistance from the state, but need financial assistance please request scholarship information from Jessica Berberich (jberberich@myy.org). Scholarships must be approved PRIOR to starting our programs and can take up to two weeks to be processed.



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3. Discounts: (*you may **only** choose **one** for a maximum of 10%*)
 - a. Receive 10% off by paying for the year in full.
 - b. Receive 10% off for each additional child.
 - c. Receive 10% if parent or guardian is a Ft Thomas Independent Schools Employee.

4. Changes: You may make changes to your registration at any time during the course of the school year. To make these changes please request a "CHANGE OF PROGRAM" form from your school's Site Director or by contacting Jessica Berberich directly. Examples of changes include payment information, address, phone number, etc. Please note any changes could take up to two weeks to be completely processed.

5. Program Capacity: We make all attempts to have open registration at all times, but due to space and staffing requirements there may be times where a program's enrollment is closed temporarily or permanently. Make sure to register as soon as possible to reserve a spot for your child.

6. Contacts: Please contact Jessica Berberich (jberberich@myy.org), Melissa Willis (mwillis@myy.org) or call the Campbell County YMCA at (859) 781-1814 for questions about the program.

7. Below are the schools we serve and the programs currently offered:

<u>Johnson</u>	<u>Moyer</u>	<u>Woodfill</u>
After School Program	After School Program	After School Program