

Be in The Know – Summer 2020

- ❖ Documentation required for all new enrollees before starting:
 - Birth Certificate
 - Current Immunization records – Must be signed or stamped by the doctor’s office
 - Copy of your child’s latest physical

- ❖ School sites may accept initial contracts along with payments by check or card on file. You may call the Altavista site at (434)-369-9622 Ext. 20 or 36 to make a credit card payment.

- ❖ **New policy for adding or dropping a week during the Summer:**
You must submit your added or dropped weeks via email to cancel@altavistaymca.com.
This must be done **NO LATER THAN** the Wednesday prior to the week involved
****No phone calls or verbal messages will be accepted for adds and drops.**

- ❖ **Payment Information:**
At the time of registration, you must check a box on the front of the contract to indicate your frequency of payment. i.e. every week, or every 2 weeks. Your frequency of payment during the summer **may not exceed 2 weeks**. To register, you will need your registration fee and advance payment to cover your frequency of payment. (Reg fee + every 2 weeks X \$115 = \$280). **ALL payments must be paid in advance.**

- ❖ At registration you will be asked a few questions to check concerning your child:
 - Does your child have allergies? (Will they require special _____)
 - Does your child require YMCA to administer Medication, Inhaler or EpiPen during the day or in emergencies?
 - Does your child receive assistance from Social Services for their childcare payment?****If you answer **yes** to any or all these questions, you will receive additional forms to fill out during registration. These forms must be turned in before the child can start.**

- ❖ **NOTE:**
 - No open toe shoes are allowed during Summer Camp.
 - Check the information board weekly for event/announcements.
 - Pack a lunch on Field Trip Days
 - Field Trip Shirts on Field Trip Days
 - No crop tops allowed