

YMCA of Greater Cleveland Parent Statement of Understanding

- I have received the Parent Handbook and acknowledge that it is my responsibility to review the handbook and comply with the policies. If I have questions regarding a specific area of content in the handbook, a YMCA Staff member will clarify the area for me.
- I understand that no toys, personal electronic devices or money may be brought to the child care program.
- I understand that the YMCA of Greater Cleveland is not responsible for personal property lost, damaged or stolen while members and / or program participants are using YMCA facilities, on YMCA premises, or involved in YMCA programs.
- I understand that it is my responsibility to sign my child in upon arrival in the morning and sign my child out before leaving the program in the afternoon, on the appropriate form made available by the YMCA staff.
- I understand that my child may not be released to anyone without prior written documentation and presentation of valid photo identification.
- I understand the balance of weekly tuition is due in accordance with YMCA payment policies. Any payment received past the stated deadline will be charged a \$25 late fee. This fee will be automatically drafted from the same account from which I pay my tuition.
- I understand no credits, refunds or adjustments in fees will be made for absences due to snow days, illness, vacation or other incidental reasons.
- I understand that if I choose to withdraw my child entirely from any child care program I must submit in writing a withdrawal letter to the Payment Registrar Office at least two weeks in advance of the last day of attendance. I understand that by doing so my child will no longer be considered enrolled in the program and if care is needed at a later date and there is a waiting list for the program, my child will be added to the bottom of the list.
- I understand a refund will not be given if a two weeks notice was not sent to the Payment Registrar Office requesting withdrawal from a child care program.
- I understand that the Staff Code of Conduct prohibits YMCA staff from meeting outside the YMCA with children they have met in YMCA programs. This includes baby-sitting, sleepovers and inviting children into their home. YMCA staff may not transport program children in their personal vehicles.

Parent/Guardian Signature: _____ Date: _____

