

THE ONLY **SCREEN** THEY'LL NEED  
THIS SUMMER IS  
**SUN SCREEN.**



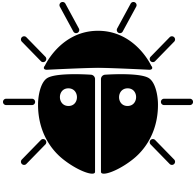
**SUMMER DAY CAMP  
AT THE LONGWOOD Y**



# PARENT INFORMATION PAGE

Tear off and keep for your records!

## DAY CAMP FEES



**Registration Fee:** \$40 per child

**Weekly Fee:** \$210/week

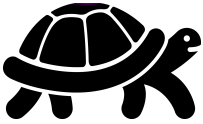
**YMCA Member Fee:** \$190/week

\*\* Child must have completed at least one full year of Kindergarten in order to attend camp.\*\*

## Weekly Deposit:

A \$10 non-refundable deposit per week per child is due upon registration.

## BRING TO THE Y



- Camp T-Shirt
- Closed-Toed Shoes (tennis shoes)
- Packed Lunch (**NO NUTS**)
- Water Bottle
- Sunscreen
- Bug-spray
- Backpack
- Swimsuit (one-piece)
- Towel

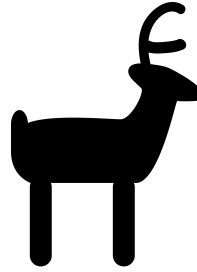
**\*Label all items with names!\***

## DO NOT BRING TO THE Y



- **Nuts of Any Kind** (Nut-Free Facility)
- Open-Toed Shoes (ex. Flip Flops, Crocs)
- Electronics or Cell Phones
- Toys from Home
- Two-Piece Swimsuits
- Money / Valuables

## CAMP TIMES



**Before Care:** 7:00 am - 9:00 am

**Camp:** 9:00 am - 4:00 pm

**After Care:** 4:00 pm - 6:00 pm

- Before & After Care are provided at no extra charge.

- Children need to arrive at camp by **9:00am each day**.

- Drop off time **ends** at 10:00am each day

## DATES TO REMEMBER

### **First Day of Camp:**

Monday, June 12

### **Last Day of Camp:**

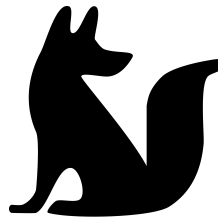
Friday, August 18

**Closed:** Tuesday, July 4

**Early Bird:** Register by April 15th to get our \$40 registration fee waived!



## FINANCIAL ASSISTANCE



The Y strives to make programs available to all. Financial assistance may be available to those who qualify. Please stop into the office to pick up a Financial Assistance Scholarship Application or contact Executive Director, Paiton Hardy, for processing at 330-467-8366 ext 2 or paitonh@akronymca.org

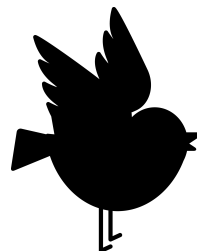
## WHO TO CALL

### **OLIVIA GOMBERT**

Youth Enrichment Director  
330-467-8366 ext 1  
oliviag@akronymca.org

### **JASMINE YOUNGBLOOD**

Assistant Child Care Director  
330-467-8366 ext 3  
jasminey@akronymca.org



**\*PLEASE KEEP THIS PAGE FOR YOUR REFERENCE\***

# Summer Day Camp 2023

## Child's Information

Child's Name and Nick Name \_\_\_\_\_  male  female  other  
Child's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_ Grade attending in Fall 2023 \_\_\_\_\_

**\*\*Child must have completed at least one full year of Kindergarten in order to attend\*\***

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Does child live with both parents? Yes  No  If no, please indicate which parent has custody of child. (Custody papers must be provided if there is any issue.)

## Weeks Child Will Be Attending Summer Day Camp

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Week 1: June 12 - June 16 | <input type="checkbox"/> Week 5: July 10 - July 14 | <input type="checkbox"/> Week 9: Aug. 7 - 11   |
| <input type="checkbox"/> Week 2: June 19 - June 23 | <input type="checkbox"/> Week 6: July 17 - July 21 | <input type="checkbox"/> Week 10: Aug. 14 - 18 |
| <input type="checkbox"/> Week 3: June 26 - June 30 | <input type="checkbox"/> Week 7: July 24 - July 28 |  |
| <input type="checkbox"/> Week 4: July 3 - July 7   | <input type="checkbox"/> Week 8: July 31 - Aug. 4  |  |

**\*\*A \$10 non-refundable deposit per week per child is due upon registration.\*\***

## Parent/Guardian Information

Parent Name _____	Parent Name _____
Primary Number ( ) <input type="checkbox"/> C <input type="checkbox"/> H <input type="checkbox"/> W	Primary Number ( ) <input type="checkbox"/> C <input type="checkbox"/> H <input type="checkbox"/> W
Secondary Number ( ) <input type="checkbox"/> C <input type="checkbox"/> H <input type="checkbox"/> W	Secondary Number ( ) <input type="checkbox"/> C <input type="checkbox"/> H <input type="checkbox"/> W
Email _____	Email _____
Date of Birth _____	Date of Birth _____

Person responsible for tuition \_\_\_\_\_

Do you have Publicly Funded Child Care? Yes  No

Are you or another parent/guardian currently an employee of the YMCA? Yes  No

## Authorized Persons to Pick Up Child

Your child will only be released to a parent/guardian or persons listed in this section. (Do not forget to include yourselves.) Staff will require a government issued identification before releasing your child.

Name \_\_\_\_\_ Relation \_\_\_\_\_  
Primary Number ( )  C  H  W Second Number ( )  C  H  W

Name \_\_\_\_\_ Relation \_\_\_\_\_  
Primary Number ( )  C  H  W Second Number ( )  C  H  W

Name \_\_\_\_\_ Relation \_\_\_\_\_  
Primary Number ( )  C  H  W Second Number ( )  C  H  W

Name \_\_\_\_\_ Relation \_\_\_\_\_  
Primary Number ( )  C  H  W Second Number ( )  C  H  W

Please note: if there are any custody issues involved with your child, you must provide the center directors with full court papers indicating who has permission to pick up the child. The program may not deny a parent access to his/her child without proper documentation.

\*If you receive publicly funded child care, all authorized persons to pick up will be required to use the mobile TAP System.

Child's Name \_\_\_\_\_

**Photograph Consent**

I give my permission for my child \_\_\_\_\_ to be in photographs, slides, DVD's, and/or videotapes for the promotion of the Akron Area YMCA.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

=====

**Permission for Routine Walks**

Weather permitting, I give permission for my child \_\_\_\_\_ to accompany his/her class/group on routine walks on Akron Area YMCA grounds and visits to the MetroParks.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

=====

**Child Drop-Off/Pick-Up Policy**

When you enroll your child in any YMCA Child Care Program, it is to be understood that our policy is for you to bring your child into the center each morning, sign the attendance sheet, and let one of the staff members know your child has arrived. Please note: we are not legally responsible for your child when he/she is dropped off without completing the above procedure.

I understand that state law requires me to sign my child in and out each day, as well as notify staff that my child is leaving for the day.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

=====

**Permission for Routine Field Trips**

I give permission for my child \_\_\_\_\_ to accompany his/her group on routine field trips throughout the week from 9:00am - 4:00pm June 12, 2023 - August 18, 2023. Transportation is provided by school buses.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Child's Name \_\_\_\_\_

**Permission for Clearwater Park Activities**

I give permission for my child \_\_\_\_\_ to accompany his/her group to Clearwater Park, located at 12712 Hoover Ave NW, Uniontown, Ohio as a part of day camp activities. Please note, while at Clearwater Park, children will have access to water eighteen inches or more in depth. Children will not be permitted to swim in lakes, rivers, ponds or creeks.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

=====

**Permission to Participate in Swimming Activities**

I give permission for my child \_\_\_\_\_ Date of Birth \_\_\_/\_\_\_/\_\_\_\_\_ to participate in the following water activities at the following locations on the dates and times listed.

I am aware that my child will be near and/or have access to waters exceeding eighteen inches in depth. I also understand the center will always provide at least a 1:35 lifeguard to child ratio, and 1:18 counselor to camper ratio during all water and swimming activities.

Swim Site	Kohl Family YMCA Pool (477 East Market Street, Akron OH 44304) Wadsworth YMCA Pool (623 School Drive, Wadsworth, OH 44281)
Dates	June 12, 2023 - August 18, 2023
Departure/Arrival Times from Center	9:00 am - 4:00 pm
My child is a:	<input type="checkbox"/> Swimmer <input type="checkbox"/> Non Swimmer

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

=====

**Please Note**

\*The Y will **NOT** provide sunscreen and insect repellent for your child. Please bring the following to the center for your child:

- Sunscreen that is age-appropriate
- Insect Repellent that is formulated for children

**\*WE ARE A NUT FREE FACILITY.** Please do not pack your child peanut butter or anything including nuts

Child's Name \_\_\_\_\_

## 2023 Center Policies Agreement

Please read the policies carefully and initial in each box.

- I understand there is a \$10 non-refundable deposit per week per child due upon registration for day camp.
- I understand there is a \$40 non-refundable registration fee per child.
- Monthly tuition is due on Fridays prior to the week of service via auto draft.
- I understand that if my childcare payments fall one week behind I will be asked to withdraw my child until payment is made.
- Outstanding balances of \$100.00 or more that are past 30 days in arrears will be turned over to collections.
- I understand that if I have any outstanding balance at any facility within the Akron Area YMCA Association I am unable to register for any programs or memberships until balance is paid.
- I understand that there will be a \$10.00 fee assessed for any and every returned payment.
- CANCELLATION POLICY:** Written notification must be given no later than one week in advance. Otherwise, I understand that I will be responsible to pay that week's tuition in-full, regardless of attendance.
- I understand that late pick up fees in the amount of \$15.00 for every 15 minute increment per family will be imposed if my child(ren) is picked up after the center's designated closing time (6:00 pm).
- I understand that staff will contact Summit County Children Services if my child remains at the center longer than one hour after closing and all attempts to reach me, the child's other parent, and authorized persons have been made, without success.
- I understand that state licensing requires that all forms in this registration packet must be **completely filled out** and turned in prior to the child's admission to the program.
- I understand that I am required to disclose all medical, physical, or behavioral issues that pertain to my child at the time of enrollment, and supplement that information on an ongoing basis as needed.
- I have read the YMCA Child Care Registration Packet in full and agree to all terms therein for my child(ren) to receive childcare. I also understand that I forfeit the privilege of childcare if all policies are not followed.

### FOR PUBLICLY FUNDED CHILD CARE RECIPIENTS ONLY

- I understand that my Publicly Funded Child Care co-pay is due every Friday via auto draft prior to care.
- I understand that if my Publicly Funded Child Care authorization is not current and/or for the correct location, I will be responsible for private pay rates.
- I understand that I must tap using a mobile device daily. I understand there is a back date period if daily taps are missed. If I miss the back date period, I understand that I will be charged the difference between my co-pay and the weekly private-pay rates. I understand it is my responsibility to know for which dates and times I need to back date.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Child's Name \_\_\_\_\_

## Child/Family Information Form

In an effort to understand your child and to meet his/her needs, we would like you to complete the following:

Who is in the child's immediate family? \_\_\_\_\_

Who lives at home with your child? (pets included) \_\_\_\_\_

What is the primary language spoken in your child's home? \_\_\_\_\_

Are there any special family arrangements, such as shared parenting, living in two homes, or custody specifications, etc.? \_\_\_\_\_

Are there any changes or transitions that your child has recently experienced or is experiencing? (moved from crib to bed, divorce, new home, death of family member, friend, or pet) \_\_\_\_\_

Are there any cultural or religious practices of your family we should be aware of? (dietary restrictions, clothing, head coverings, etc.) \_\_\_\_\_

Has your child had a previous care arrangement? If so, what kind? (Center based, in home, with family, with parents, etc.) \_\_\_\_\_

Are there personality and behavior characteristics that would be useful to know about your child? (shy, energetic, sensitive, etc.) \_\_\_\_\_

Are there things that frighten your child? If so, how does he/she react and what do you do to comfort him/her? \_\_\_\_\_

What routines/actions or items do you use to comfort your child? \_\_\_\_\_

What causes your child to feel angry or frustrated? \_\_\_\_\_

What methods do you use to respond to your child's negative behavior? \_\_\_\_\_

What are your child's sleep habits? (difficult to wake up, uses a comfort item to fall asleep, etc.) \_\_\_\_\_

Does your child need assistance when using the toilet? If so, how? \_\_\_\_\_

What time(s), and for how long, does your child usually nap? \_\_\_\_\_

What might you and/or your child be anxious about as he/she starts in this program? \_\_\_\_\_

What are your expectations of this program? \_\_\_\_\_

What other information would be helpful for the staff caring for your child to know? \_\_\_\_\_

Ohio Department of Job and Family Services  
**CHILD ENROLLMENT AND HEALTH INFORMATION  
 FOR CHILD CARE**

**This form shall be completed prior to the child's first day of attendance and updated annually and as needed.**

Child's Name		Date of Birth		First Day at Program/Home	
Home Address				City	
State		Zip Code	Home Telephone Number		
Parent/Guardian Name #1			Relationship to Child		
Home Address <input type="checkbox"/> Same as Child's			Home Telephone Number <input type="checkbox"/> Same as Child's		
City		State	Zip		
Email Address (if applicable)			Cell Phone (if applicable)		
Parent's Work/School Name			Parent's Work/School Telephone Number		
Parent's Work/School Address				City	
Please indicate if this name should be released if a parent/guardian, of a child attending the program/home requests contact information for other parents/guardians. <input type="checkbox"/> Yes <input type="checkbox"/> No					
If you answered yes, please indicate which information above to include on the list <input type="checkbox"/> Work # <input type="checkbox"/> Cell # <input type="checkbox"/> Home # <input type="checkbox"/> Email					
Where can you be reached while your child is in this program/home?					
Parent/Guardian Name #2			Relationship to Child		
Home Address <input type="checkbox"/> Same as Child's			Home Telephone Number <input type="checkbox"/> Same as Child's		
City		State	Zip		
Email Address (if applicable)			Cell Phone		
Parent's Work/School Name			Parent's Work/School Telephone Number		
Parent's Work/School Address				City	
Please indicate if this name should be released if a parent/guardian, of a child attending the program/home, requests contact information for other parents/guardians. <input type="checkbox"/> Yes <input type="checkbox"/> No					
If you answered yes, please indicate which information above to include on the list <input type="checkbox"/> Work # <input type="checkbox"/> Cell # <input type="checkbox"/> Home # <input type="checkbox"/> Email					
Where can you be reached while your child is in this program/home?					
<b>Emergency Contacts:</b> Parents <b>cannot be listed</b> as emergency contacts. List the name of <u>at least one person</u> who can be contacted in the event of an emergency or illness <b>if you cannot be reached</b> . Any person listed should be able to assist in contacting you. At least one person listed must be able to take responsibility for the child in case the parent/guardian cannot be contacted and should be at least 18 years of age.					
Name			Name		
City		State	City		State
Telephone Number		Relationship to Child		Telephone Number	
Relationship to Child		Relationship to Child			
Other numbers where emergency contact can be reached (if applicable)			Other numbers where emergency contact can be reached (if applicable)		
Name of Physician or Clinic/Hospital					
Street Address					
City		State	Telephone Number		



Child's Name

**Allergies, Special Health or Medical Conditions, and Medical Foods**

Fill in this section accurately and completely. Please note that if your child has a **current** health or medical condition requiring child care staff to perform child specific care, such as: to monitor the condition, provide treatment, care, or to give medication, the JFS 01236 "Child Medical/Physical Care Plan for Child Care" must be completed and be kept on file at the program/home.

Does your child have any food, medication or environmental allergies? (*check all that apply*)

- No  
 Yes - *check all that apply*     Food     Medication     Environmental    Please list and explain:

Does your child's allergy/allergies require child care staff to monitor your child for symptoms to take action if a reaction occurs, or give emergency medication to your child? (*check one*)

- No  
 Yes - a JFS 01236 "Child Medical/Physical Care Plan for Child Care" must be completed.

Does your child have a developmental delay or special health or medical condition? (*check one*)

- No  
 Yes - please explain

Does the special health or medical condition require child care staff to perform a procedure, or perform child specific care such as: to monitor your child for symptoms or administer medication during child care hours? (*check one*)

- No  
 Yes - a JFS 01236 "Child Medical/Physical Care Plan for Child Care" must be completed.

Is your child currently using any medication or medical food? (*check one*)

- No  
 Yes - please explain

If yes, does this medication or medical food need to be administered at the child care program/home?

- No  
 Yes - a JFS 01217 "Request for Administration of Medication" must be completed and kept on file for each medication and a JFS 01236 "Child Medical/Physical Care Plan for Child Care" must be completed for the medical food.

Does your child have any dietary restrictions, including those for medical, religious or cultural reasons? (*check one*)

- No  
 Yes - please explain

Does this dietary restriction require a modified diet that eliminates all types of fluid milk or an entire food group?

- No  
 Yes - written instructions from the child's health care provider must be on file.  
 N/A - program does not provide meals or snacks to the child.

Child's Name

List any history of hospitalization, outpatient surgery, or previous health concerns that would be needed to assist the staff or medical personnel in an emergency situation.

Not applicable

List any additional information about your child that would be useful for staff to know, such as fears or ways that your child prefers to be comforted.

Not applicable

List any additional information about your child that would be useful for staff to know, such as eating or sleeping habits.

Not applicable

List any additional information about your child that would be useful for staff to know, such as special routines, or behavior needs.

Not applicable

Child's Name
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**Diapering Statement**

Is your child toilet trained? <input type="checkbox"/> Yes (If yes, skip to Emergency Transportation Authorization section)	
<input type="checkbox"/> No (If no, fill out the following:)	
The program's policy is to check diapers every ____ hours. Please indicate if you want your child's diaper checked according to the program's policy or another:	
<input type="checkbox"/> I agree with the program's schedule	<input type="checkbox"/> I do not agree, please check my child's diaper every ____ hours.

**Emergency Transportation Authorization**

<b>Give <u>Permission</u> to Transport</b>	<b>OR</b>  <b>Do not sign both</b>	<b><del>Do Not Give Permission to Transport</del></b>
Program or Home Name <span style="float: right;">Longwood Branch YMCA</span>		<del>Program or Home Name</del>
<b>has permission</b> to secure emergency transportation for my child in the event of an illness or injury which requires emergency treatment. The emergency transportation service will determine the facility to which my child will be transported.		<del><b>does not have permission</b> to secure emergency transportation for my child in the event of an illness or injury which requires emergency treatment. I wish for the following action to be taken:</del>
Parent's Signature _____ Date _____		<del>Parent's Signature _____ Date _____</del>

**Acknowledgement of Policies and Procedures**

I have reviewed and received a copy of the program's or home's policies and procedures/handbook. <input type="checkbox"/> Yes <input type="checkbox"/> No (check one)	
This form, after being completed and signed by the parent/guardian, must be reviewed for completeness and signed by the administrator/designee prior to the child receiving care.	
Parent/Guardian Signature(s) _____	Date _____
Administrator/Designee Signature _____	Date _____

The form is to be initialed and dated, at least annually, after it has been reviewed by the parent/guardian. This is to indicate all information has stayed the same or changes have been noted. If significant changes are needed, please complete a new form.			
Parent/Guardian Initials _____	Date of Review _____	Administrator/Designee Initials _____	Date of Review _____
Parent/Guardian Initials _____	Date of Review _____	Administrator/Designee Initials _____	Date of Review _____
Parent/Guardian Initials _____	Date of Review _____	Administrator/Designee Initials _____	Date of Review _____

**Note:**

This is a prescribed form which must be used by child care providers to meet the requirements to rules 5101:2-12-15, 5101:2-13-15, and 5101:2-14-04. This form must be on file at the program or home on or before the child's first day of attendance and thereafter while the child is enrolled.





Ohio Department of Job and Family Services  
**CHILD MEDICAL/PHYSICAL CARE PLAN FOR CHILD CARE**

A separate plan must be written for each condition that requires different actions to be taken and must be kept at the program for at least one year.

<p>This form shall be completed when a child has a condition that requires one of the following:</p> <ul style="list-style-type: none"><li>• Monitoring the child for symptoms which require staff to take action</li><li>• Ongoing administration of medication or medical foods</li><li>• Procedures which require staff training</li><li>• Avoiding specific food(s), environmental conditions or activities</li><li>• School-age child to carry and administer their own emergency medication</li></ul> <p>If the medication or medical food is documented on this form, then a JFS 01217 is not required.</p>
Child's Name
Special Health Condition
Does this health condition require medication or medical food? <input type="checkbox"/> Yes (If Yes, complete Part II) <input type="checkbox"/> No
A. What are the signs, symptoms, or situations which require staff to take action?
B. What are the activities, foods, environmental conditions, etc. to avoid? <input type="checkbox"/> Not applicable
C. What are the training instructions for the procedures staff have to follow? <i>(include all steps to care for the child/perform the medical procedure)</i>

**Part II: Conditions Requiring Medication or Medical Food**

**Completed by Licensed Physician, Licensed Dentist, Advanced Practice Registered Nurse, or Certified Physician's Assistant**

**(If no medications or medical foods are required for the condition, skip Part II).**

**If a non-prescription medication does not meet any of the items 1-5 below, the parent can complete Part II.**

Part II must be completed by or separate instructions attached from a Licensed Physician, Licensed Dentist, Advanced Practice Registered Nurse, or Certified Physician's Assistant when any of the following apply:

1. The (prescription or non-prescription) medication contains codeine or aspirin
2. Instruction is needed for the (prescription or non-prescription) medication
3. The child does not meet the minimum age or weight requirements as listed on the label instructions on the (prescription or non-prescription) medication
4. The (prescription or non-prescription) medication is to be given longer than three consecutive days within a fourteen-day period
5. The intended use differs from the manufacturer's instructions or use

Child's Name	Date of Birth	Weight (if needed to determine dosage)
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Name of Medication/Medical Food	Name of Medication/Medical Food	Name of Medication/Medical Food
Dosage of Medication/Medical Food	Dosage of Medication/Medical Food	Dosage of Medication/Medical Food
Time of Medication/Medical Food Administration	Time of Medication/Medical Food Administration	Time of Medication/Medical Food Administration
Medication/Medical Food Expiration Date	Medication/Medical Food Expiration Date	Medication/Medical Food Expiration Date

Check here if questions A through C are included in a separate attachment that is signed/issued by Licensed Physician, Licensed Dentist, Advanced Practice Registered Nurse, or Certified Physician's Assistant

A. What are the symptoms which require staff to administer medication or medical food?

B. What are the specific instructions for administration of medication or medical food?

C. What are the actions to be taken if symptoms do not subside?

Physician's Signature	Date of Signature
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**Part III: Administration of Medication or Medical Food Training Authorization**  
**Completed by parent, trainer, administrator/provider, and/or trained child care staff member(s)**

**Part III must be completed**

Child's Name

If the child care program must be evacuated, are there medications or supplies that must be taken with this child or does the child need additional assistance? (Check all that apply)

Medication                       Supplies                       Assistance                       N/A

**Parent Provided Training AND grants permission to perform the procedure**

*My signature indicates I have provided instructions for care and/or training for the medical procedure and I give my permission for the staff listed to perform the procedures in my child's medical/physical care plan.*

Parent Signature

Date of Signature

**Complete Only One Section**

**Certified Professional Training AND parent grants permission to perform the procedure**

*My signature indicates I have provided instructions for care and/or training for the medical procedure*

Certified Professional's Name (please print)

Certified Professional's Signature

Date of Signature

Phone Number

*My signature indicates I give my permission for the staff listed to perform the procedures in my child's medical/physical care plan.*

Parent Signature

Date of Signature

Signatures of all child care staff members who have received instructions for care and/or have been trained in performing the procedure for this child. Additional printed names and signatures can be written on the back of this form or on an attached sheet.

Printed Name

Signature

Date

Printed Name

Signature

Date

Printed Name

Signature

Date

Printed Name

Signature

Date

Printed Name

Signature

Date

*My signature indicates that I have reviewed the instructions for care, the form for completion and ensured staff are informed and trained.*

Administrator/Provider Signature

Date of Signature

This form is to be initialed and dated, at least annually, after it has been reviewed by the parent/guardian. This is to indicate all information has stayed the same or changes have been noted. If significant changes are needed, a new form must be completed.

Parent/Guardian Initials

Date of Review

Administrator/Designee Initials

Date of Review

Parent/Guardian Initials

Date of Review

Administrator/Designee Initials

Date of Review

Parent/Guardian Initials

Date of Review

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Date of Review

Parent/Guardian Initials

Date of Review

Administrator/Designee Initials

Date of Review

Parent/Guardian Initials

Date of Review

Administrator/Designee Initials

Date of Review



**Part IV: Documentation of Administration of Medication or Medical Food**

**Completed by child care staff member, family child care provider or in-home aide for the child listed on this form**

All medication or medical food must be documented when administered. Document each medication or medical food on its own page. Incomplete information elevates the level of risk to children. If more than one medication or medical food is needed, make a copy of this page for each medication or medical food.

**This medication or medical food is not to be administered until after the child has received the first dose or application at least once prior to the program administering a dose to avoid unexpected reactions. Emergency medications for the child are exempt from this requirement.**

Child's Name		Name of medication/medical food	
Date	Time	Dosage	Signature of designated person administering medication



Ohio Department of Job and Family Services  
**REQUEST FOR ADMINISTRATION OF MEDICATION FOR CHILD CARE**

This form is to be completed for each prescription or non-prescription medication that a child needs to receive while in care.  
It is not required to be completed for topical products, lotions, or if the medication is required by a health care plan (JFS 01236).

Child's Name	Date of Birth <i>(if needed to determine the correct dosage)</i>	Weight <i>(if needed to determine the correct dosage)</i>
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**Box 1** The following section must always be completed by the parent/guardian.

Name of medication	Dosage
	<input type="checkbox"/> See attached

To be administered at the following times	For the following period of time	Medication expiration date

*I understand:*

- This form expires twelve months from the date of my signature, if box 2 has not been completed.*
- That my child must receive at least one dose of medication at home prior to the program administering the medication (unless the medication is used for emergencies).*

Signature of Parent/Guardian	Date

**Box 2** The following section must be completed by a licensed physician, licensed dentist, advanced practice registered nurse or certified physician's assistant when any of the following apply:

- The nonprescription medication contains codeine or aspirin;
- A physician's instruction is needed for a nonprescription medication;
- The child does not meet the minimum age or weight requirements as listed on the label instructions on the nonprescription medication;
- The nonprescription medication is to be given longer than three consecutive days within a fourteen-day period;
- The intended use differs from the manufacturer's instructions or use

Instructions

See Attached

Possible side effects to watch for are

See Attached

*The child is under my care and should receive the above medication as written. I understand this form expires twelve months from the date of my signature.*

Signature of licensed physician, licensed dentist, advanced practice registered nurse or certified physician's assistant

Date of Signature

Phone Number







# TOGETHERHOOD STARTS HERE

We will work together to reach my goals!

My name: \_\_\_\_\_ Parent name: \_\_\_\_\_

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Goal for my Body:

Action Step 1:

Action Step 2:

Action Step 3:

Goal Accomplished

Goal for my Mind:

Action Step 1:

Action Step 2:

Action Step 3:

Goal Accomplished

Goal for Social Responsibility:

Action Step 1:

Action Step 2:

Action Step 3:

Goal Accomplished

Goal for my Character:

Action Step 1:

Action Step 2:

Action Step 3:

Goal Accomplished

These people will help me reach my goals:

This is how I will feel when I reach my goal (draw or write it):

My parent's goals for me:

Goal Accomplished





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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

### AUTOMATIC DRAFT FORM

Child's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Program:  Before/After Care  Fun/Snow Days  Preschool  Summer Camp

I elect to pay my weekly/monthly child care fees with:

\_\_\_ Bank Account (please attach a voided check)

Name on Account: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Choose One:  Checking  Savings

\_\_\_ Debit/Credit Card (Choose:  Visa  MasterCard  Discover)

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVC CODE: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Address: \_\_\_\_\_

- I understand that a \$10 non-refundable deposit per week per child is due upon registration.
- I authorize Akron Area YMCA to automatically draft from the above account for my weekly/monthly child care fees.
- I understand that this automatic draft will begin on Friday prior to the week of service. Preschool program fees will auto draft on the 1st of each month.
- I understand that this automatic draft will be terminated at the end of the current program enrollment, or upon giving the Akron Area YMCA 7-day written notice of my child's termination.
- I understand that the YMCA is not responsible for any NSF fees incurred for not maintaining the required funds in my account.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date







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# Additional T-Shirt Order Form

Children need to wear their camp t-shirt to camp every day we leave the Y! Each child will receive one camp t-shirt as part of registering for summer day camp.

If you would like to order **additional t-shirts**, please fill out this form:

Child's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Number of additional shirts: \_\_\_\_\_

(Each additional shirt costs \$12 – paid through auto draft)

Size (please choose):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	YS	YM	YL	AS	AM	AL	AXL
	Youth Sizes			Adult Sizes			

You will be given the t-shirts as soon as they arrive from the vendor.

**Payment will be auto drafted from the account on file after you have received your extra t-shirts.**