



Shirt Received \_\_\_\_\_

**FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

# 2021 CAMP CROYLAKECO REGISTRATION FORM

**CIRCLE ONE:** Preschool Camp Day Camp Adventure Camp Junior Leaders Camp Specialty Camp  
*Southlake & Whiting* *Shirt Size*\_\_\_\_\_ *Shirt Size*\_\_\_\_\_

## Information Record (Please complete and return before first day attending)

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ School Attended: \_\_\_\_\_ Grade Completed: \_\_\_\_\_

Does your child have any allergies?  Yes  No Allergies are: \_\_\_\_\_

Does your child require the use of either of the following?  Inhaler\*  Epi-Pen\*

*\*The only medications we are authorized to distribute are inhalers and epi-pens*

Are there any special accommodations that we need to know about to better serve your child? Please list:

\_\_\_\_\_  
\_\_\_\_\_

*Initial here to indicate you have completed allergies & accommodations information* \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Best Phone: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Best Phone: \_\_\_\_\_

## List BEST email address contact for weekly newsletters/announcements (1 Required):

\_\_\_\_\_

## Pick-Up List Release & Emergency Contacts

1. Please supply in writing names of persons who may pick up your child.
2. Please notify all persons that a photo ID will be required upon pick up.

Authorized to pick up my child	Relationship to Child	Phone #
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

## Photo Release

We understand in any event that the youth is photographed for purposes of promoting and publicizing the Crossroads YMCA program, we hereby waive all rights to the photographs in which the child appears. We understand that sole ownership and copyright belong to the Crossroads YMCA, Inc. The photographs, may be used whole, in part, or in composite as a program sees fit in publication of education material, and the advertising thereof, and any other lawful purpose.

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

## Parent Statement of Understanding

**The following information is important for the safety and protection of your child. Please read the information, sign and return to the Y. Your signature below indicates that you have received and understand all policies included in the Summer Registration Packet for 2021 including our Payment Policy and Trip Attendance. Initial here to indicate you have read all the policies \_\_\_\_\_**

I understand that I am not to leave my child in any Y program unless a Y staff is there to supervise my child. All payments must be up-to-date and outstanding balances must be paid before drop-off. \_\_\_\_\_

I understand that my child will not be allowed to leave the program with any unauthorized person. Any person authorized to pick-up my child must be listed on my child's pick-up list. A photo ID must be presented by any person(s) picking up my child. \_\_\_\_\_

I understand that should a parent or any authorized person arrive to pick up my child who appears to be under the influence of drugs or alcohol my child will not be released into their care. \_\_\_\_\_

I understand that any belongings brought to the Y by my child are the responsibility of my child only. The Y and its staff will not replace or take responsibility for any lost or broken items. \_\_\_\_\_

I understand that the Y is mandated, by state law, to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation. \_\_\_\_\_

I understand that it is my responsibility to send my child to the Y with sunscreen having been already thoroughly applied. The Y staff will only be responsible to assist with reapplication, all reapplication that requires physical contact will be guided verbally. \_\_\_\_\_

I understand that if my child frequently displays behaviors that require one-on-one attention from staff, I may have to send my child with a care giver to remain in the program. \_\_\_\_\_

I release The Crossroads YMCA from any liability, whatsoever, that may result from injuries and subsequent medical attention and will look to The Crossroads YMCA only in the unlikely event of gross negligence and/or willful and want on misconduct. I hereby grant permission for the staff of the YMCA to take whatever steps necessary to obtain medical care for my child if warranted. These steps include the following: (1) To administer First Aid; (2) To contact parent/guardian or person listed on emergency contact. If necessary, an ambulance will be called to transport the child to an emergency medical center. I understand that I will be held responsible for all medical/ambulance charges. \_\_\_\_\_

Rates and policies are subject to change. All child care payments are non-refundable. \_\_\_\_\_

**I have read this copy of the Crossroads YMCA childcare policies and procedures and am responsible for sharing these policies with all and any person(s) that may drop off/ pick up my child.**

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

# PROGRAM POLICIES

## ACCIDENT/INJURY

Any injury a child receives while in the care of Y staff will be documented in writing and followed by an immediate phone call to the parent/guardian to determine whether the child should remain in Y care or leave to receive further medical treatment.

## BEHAVIORAL MANAGEMENT

Our staff will set limits for your child that will encourage responsibility, respect, honesty, and caring. We believe that all children are capable of listening, following directions and respecting others. The rules we set and disciplinary measures that we take are for the maintenance of safe order in large groups. The following list is a brief statement of our discipline policy:

- 1) No child shall be insulted, belittled, demeaned or embarrassed. When possible, children will be called from the group and spoken to quietly and directly.
- 2) Exclusion from participation (Time Out), when used as discipline, shall not exceed ten minutes at any time. Punishments will fit the inappropriate behavior.

## CROSSROADS YMCA BEHAVIORAL WRITE-UPS:

The following offenses will result in an immediate behavioral write-up, but are not limited to:

1. General unwillingness to obey staff or staff requests
2. Any violent behavior with the intent to harm another staff member or child
3. Intentional spreading of bodily fluid
4. Biting
5. Offensive/Inappropriate Language

Upon receiving a behavior write-up, parents will be notified and may be required to pick up their child immediately. After receiving three behavioral write-ups in a program year, the child will be suspended from the program for 3 days. Any behavioral write-up received upon returning from a suspension may result in removal from the program.

## CHILD ABUSE

The YMCA takes seriously the importance of the protection and safety of the children involved in its programs. Child abuse is a special concern of the Y, because of the organizations role in promoting the personal growth and development of children and families. The YMCA will document any incident of abuse in writing and report in accordance with relevant state or local child abuse reporting requirements and will cooperate to the extent of the law with any legal authority involved.

## ELECTRONICS/TOYS

Please leave all electronic devices and toys at home. We will follow a schedule of predetermined activities each day and will not allow children to play with toys from home during this time. Anything brought to the Y from home must remain inside your child's back pack. The Y and its staff will not be held responsible for any items brought from home that are lost or broken.

## FOOD/LUNCH/SNACKS

Food and lunch programs are different at each Crossroads YMCA branch:

Griffith-breakfast & lunch is provided

Hammond- breakfast & lunch is provided

Southlake-your child should be sent with a sack lunch each day of camp or lunch is available for purchase. We will also have snacks available for purchase each day at a designated time listed in our daily schedule.

Whiting-breakfast & lunch is provided. Your child should be sent with a sack lunch for Adventure Camp field trip days.

## **ILLNESS POLICY**

Children are not authorized to attend Y programming if they have an illness or other contagious symptoms. Once given authorization from a supervisor, staff will have the right to request a doctor's note before a child may return to the Y. Please notify staff immediately if your child displays any symptoms of any communicable diseases or contagious conditions. In order for your child to be allowed to return to the program after being ill, your child must be fever/symptom free for at least 72 hours.

## **MEDICATION POLICY**

The only medications we are authorized to distribute are inhalers and epi-pens.

## **OUTSTANDING BALANCES**

All outstanding balances must be paid before any child care services will be provided.

## **PAYMENTS**

All childcare payments are to be made by the previous **Wednesday**. Payments made after the previous **Wednesday** will incur a \$20 late fee per week. Adventure, Junior Leaders, and Specialty Camps are paid for an entire week and payments are not pro-rated or refunded due to illness, vacations, or other absences. Registration fee pays for supplies for the summer, and does not guarantee a spot in camp until the week's full payment has been made.

## **SHIRT REPLACEMENT**

Children who attend Adventure Camp & Junior Leaders are required to wear their 2021 Adventure Camp Shirt on trip days. The YMCA provides one shirt for the summer. Parents are able to purchase additional shirts for \$10. If your child does not have a shirt on a trip day, you will be charged for a shirt replacement.

## **SIGN IN/SIGN OUT**

We require that an adult over the age of 18 to accompany each child into the building upon signing them in and out each day. Upon pick up parents and any other specified adults on each child's pick up list will be required to show a photo I.D. Anyone who is not listed on your child's pick up list or fails to produce proper identification will not be allowed to leave the building with your child. Visitors will not be allowed unless arrangements are made in advance. **Any child that remains at the Y after the specified dismissal time will incur an additional fee of \$1 per minute.**

## **SWIMMING**

Our summer camps swim as often as possible. See the schedule for your child's specific swim schedule. Camp counselors will accompany the children to the locker room and pool. Children in camp must be able to handle their own dressing needs—counselors are unable to dress children. Since campers enjoy swimming during their day, we ask parents to plan pick up times around their child's swim times, or have the child not swim that day.

## **TRIP ATTENDANCE**

Children who are signed up/paid for an adventure camp week, must attend trips on trip days. **If you wish to have your child stay back on a trip day, you will be charged a \$30 missed trip surcharge.**

# BEHAVIOR GUIDANCE POLICY

## Crossroads YMCA



Our top priority is to provide a safe and enriching experience for all children. To do this, we must work together to develop the best plan for each individual child. In order to ensure this positive environment, we may not be able to serve children who repeatedly display disruptive behavior. Disruptive behavior is defined as verbal or physical conduct which requires constant attention from the staff including, but is not limited to: hitting, kicking, spitting, hostile verbal behavior and other behaviors which will hurt another child or staff member, and attempting to leave the program space.

### In response to these behaviors, we will not use:

- Threats or bribes
- Physical punishment, even if requested by the parent
- Deprivation of food or other basic needs
- Humiliation or isolation

### In response to misbehavior, we will:

- Respect your child
- Establish clear rules
- Be consistent in enforcing rules
- Use positive language to explain desired behavior
- Speak calmly while bending down to your child's eye level
- Give clear choices
- Redirect your child to a new activity

### YMCA Program Expectations

- Speak for yourself
- Listen to others
- Use put-ups; not put-downs
- Care for others, the property, and yourself
- Be honest
- Show respect for all
- Be responsible for yourself
- Do unto others as you would have them do unto you

Our goal is to work together with the child and family, as well as the school personnel when deemed necessary, to address and modify any behavior concerns; however, if a child cannot display appropriate behavior, then he/she may be removed from the program. A child may receive up to three written behavior reports; after a third written report is received, the child may be removed from the program until a parent conference is held. The parent conference may include the parent/guardian, program director, site staff and the child. The child may be allowed to return to the program after the parent conference and a behavior guidance plan is developed. If a child receives a fourth written warning we may ask the family to make alternative child care arrangements for the remainder of the current school year or camp season. Please note that all behavior management plans are based on the individual child and situation and we reserve the right to adapt procedures accordingly.

Occasionally, despite program modifications and efforts to accommodate children, it may be determined that YMCA programs are unable to meet the needs of a child. If a child's participation poses a significant risk to the health or safety of self or others, which CANNOT be lessened by modifications in policies, practices or procedures or the provision of services, a child may be removed from the program.

As a parent/guardian, you may have some concerns or wish to offer suggestions on the lines below. If so, we may modify the plan below with agreed upon suggestions. (Please attach more documentation if needed)

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Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

School/Program/Camp Attending: \_\_\_\_\_

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



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## ELECTRONIC USE POLICY FOR CROSSROADS YMCA

Parents who wish that their child use a personally owned digital device within Crossroads YMCA branches and remote sites must read and sign this agreement and submit it to the YMCA with registration paperwork.

The student takes full responsibility for his or her device and to keep their device safe at all times. The YMCA is not responsible for the security of the device. The student is responsible for the proper care of their personal device, including any costs of repair, replacement or any modifications needed to use the device at the YMCA. Violations of any YMCA policies or procedures involving a student's personally owned digital device may result in the loss of privilege to use the device in the YMCA and may result in disciplinary action. The student must comply with a staff member's request to stop using, shut down, or close the screen of the personal device when asked. Students are not permitted to use any electronic device to record audio or video media or capture still images of any student or staff member without their permission. The distribution of any such unauthorized media may result in discipline including but not limited to suspension, criminal charges, and expulsion. Nor can any images or audio/video recorded at the YMCA be transmitted or posted at any time without the express permission of a staff member. The student should only use their device to access information for educational purposes. The student will use the YMCA's wireless network while on the school campus. Student personally owned digital devices and content including messages and digital photos, may be searched by the staff of the YMCA under limited circumstances. Specifically, staff may search student personally owned devices including accessing and reading of their messages and digital images, if the staff (1) have reasonable suspicion, based on objective and articulable facts, that the search will provide evidence that the particular student was violating either the law or a YMCA rule; and (2) the scope of the search is reasonably related to the objectives of the search and not excessively intrusive in light of the nature of the infraction.

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*DETACH AND RETURN TO THE YMCA. RETAIN THE INFORMATION ABOVE.*

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

Parent or Guardian's Name: \_\_\_\_\_

- I give my consent for my child to use a personally owned digital device.
- I DO NOT GIVE my consent for my child to use a personally owned digital device.

As a parent I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed them with her/him and they understand the responsibility they have in the use of their personal digital device.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of network and/or device privileges as well as other disciplinary action.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Griffith Family YMCA

## Special Dietary Needs Form



Complete and submit this form to Griffith Family YMCA. The parent/guardian/adult participant will complete part 1 and 2, and the physician or medical authority (physician's assistant or nurse practitioner) will complete part 3. Refer to the information below for clarification. Attach a sheet with additional information if necessary. If changes are needed, the parent/guardian/adult participant is required to submit a new form.

### GUIDANCE

#### Disability:

USDA requires substitutions or modifications in CACFP meals for participants whose disabilities restrict their diets. The definition of the term "disability" has broadened and nearly all physical and mental impairments constitute a disability.

Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and Departmental Regulations at 7 CFR Part 15b define a person with a disability as any person who has a physical or mental impairment which substantially limits one or more "major life activities," has a record of such impairment, or is regarded as having such impairment. (See 29 USC § 705(9)(b); 42 USC § 12101; and 7 CFR 15b.3.) "Major life activities" are broadly defined and include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. "Major life activities" also include the operation of a major bodily function, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions. (See 29 USC § 705(9)(b) and 42 USC § 12101.)

A physical or mental impairment does not need to be life threatening to constitute a disability. It is enough that the impairment limits a major life activity. Further, an impairment may be covered as a disability even if medication, or another mitigating measure, may reduce the impact of the impairment.

Forms or medical statements for disabilities must be signed by a licensed physician, physician's assistant or nurse practitioner and must identify: the child's medical condition; an explanation of why the disability restricts the child's diet; the major life activity affected by the disability; the food or foods to be omitted from the child's diet, and the food or choice of foods that must be substituted.

#### Special Dietary Needs That Are Not a Medical Condition:

Food service may make food substitutions for reimbursable meals, at their discretion, for individual children who do not have a disability/medical condition, but who have special dietary needs for other reasons such as religious, cultural, or other preferences when such substitutions meet the meal pattern. CACFP participating organizations are encouraged to accommodate reasonable requests, but are not required to do so. For these requests, the form may be signed by a parent/guardian/adult participant.

The form should include: an identification of the special dietary need that restricts the diet; the food or foods to be omitted; and the food or choice of foods to be substituted.

Part 1. To be completed by a Parent, Guardian, or Authorized Representative		
Participants' Name:	Birthdate: / /	
Parent/Guardian/Authorized Representative name:		
Home Phone: ( )	Work Phone: ( )	
Address:		
City:	State:	Zip:

**Part 2. Special Dietary Need that is not a Medical Condition**

Describe the participant's special dietary need:


<b>Foods to be omitted:</b>	<b>Substitutions:</b>

Please list additional information regarding the diet:


Parent/guardian/adult participant/rep. of adult participant signature	Date
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**Part 3. Disability/Medical Condition**

Describe the patient's medical condition and the major life activities that are affected:


<b>Foods to be omitted:</b>	<b>Substitutions:</b>

Please list additional information regarding the diet (including texture changes such as chopped, ground, pureed, etc.):


Licensed physician, physician's assistant or nurse practitioner signature	Date
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Printed name and title	Telephone
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## CACFP APPLICATION FOR FREE AND REDUCED PRICE MEALS (CHILD CARE)

SPONSOR NAME:	PHONE NUMBER:
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CENTER:	FDC PROVIDER:
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<u>PART 1. ALL HOUSEHOLD MEMBERS</u>		CHECK IF A FOSTER CHILD (THE LEGAL RESPONSIBILITY OF A WELFARE AGENCY OR COURT) * IF ALL CHILDREN LISTED BELOW ARE FOSTER CHILDREN, SKIP TO PART 4 TO SIGN THIS FORM.	CHECK IF NO INCOME
NAMES OF ALL HOUSEHOLD (FIRST, MIDDLE INITIAL, LAST)	BIRTH DATES OF CHILDREN		
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

**PART 2. BENEFITS:** IF ANY MEMBER OF YOUR HOUSEHOLD RECEIVED [FOOD STAMPS] OR [STATE TANF CASH ASSISTANCE], PROVIDE THE NAME AND CASE NUMBER FOR THE PERSON WHO RECEIVES BENEFITS. IF NO ONE RECEIVES THESE BENEFITS, SKIP TO PART 3.

NAME: \_\_\_\_\_ CASE NUMBER: \_\_\_\_\_

**PART 3.** IF ANY CHILD YOU ARE APPLYING FOR IS HOMELESS, MIGRANT, OR A RUNAWAY CHECK THE APPROPRIATE BOX AND CALL [INSERT CENTER CONTACT AND PHONE NUMBER]

HOMELESS       MIGRANT       RUNAWAY

**PART 4. TOTAL HOUSEHOLD GROSS INCOME—** YOU MUST TELL US HOW MUCH AND HOW OFTEN CHECK IF NO INCOME

A: NAME (LIST ONLY HOUSEHOLD MEMBERS WITH INCOME) <i>(EXAMPLE)</i> JANE SMITH	B. GROSS INCOME AND HOW OFTEN IT WAS RECEIVED			
	1. EARNINGS FROM WORK BEFORE DEDUCTIONS	2. WELFARE, CHILD SUPPORT, ALMONY	3. PENSIONS, RETIREMENT, SOCIAL SECURITY, SSI, VA BENEFITS	4. ALL OTHER INCOME
	\$200/WEEKLY	\$150/TWICE A MONTH	\$100/MONTHLY	\$ / /
	\$ / /	\$ / /	\$ / /	\$ / /
	\$ / /	\$ / /	\$ / /	\$ / /
	\$ / /	\$ / /	\$ / /	\$ / /
	\$ / /	\$ / /	\$ / /	\$ / /

**PART 5. SIGNATURE AND LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER (ADULT MUST SIGN)**

AN ADULT HOUSEHOLD MEMBER MUST SIGN THIS FORM. IF PART 4 IS COMPLETED, THE ADULT SIGNING THE FORM MUST ALSO LIST THE LAST FOUR DIGITS OF HIS OR HER SOCIAL SECURITY NUMBER OR MARK THE "I DO NOT HAVE A SOCIAL SECURITY NUMBER" BOX. (SEE PRIVACY ACT STATEMENT ON THE BACK OF THIS PAGE.)

I CERTIFY THAT ALL INFORMATION ON THIS FORM IS TRUE AND THAT ALL INCOME IS REPORTED. I UNDERSTAND THAT THE CENTER OR DAY CARE HOME WILL GET FEDERAL FUNDS BASED ON THE INFORMATION I GIVE. I UNDERSTAND THAT CACFP OFFICIALS MAY VERIFY THE INFORMATION. I UNDERSTAND THAT IF I PURPOSELY GIVE FALSE INFORMATION, THE PARTICIPANT RECEIVING MEALS MAY LOSE THE MEAL BENEFITS, AND I MAY BE PROSECUTED.

SIGN HERE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER: XXX - XX - \_\_\_\_\_  I DO NOT HAVE A SOCIAL SECURITY NUMBER.

Initial here if you consent to allow [Provider's Name] to collect your form and provide it to the Sponsor. [Provider's Name] will not review your form.

**PART 6: Other Benefits:** THE LAS ALLOWS US TO TELL MEDICAID AND HOOSIER HEALTHWISE THAT YOUR CHILDREN ARE ELIGIBLE FOR FREE OR REDUCED PRICE MEALS. WE MAY SHARE YOUR APPLICATION INFORMATION WITH MEDICAID OR HOOSIER HEALTHWISE UNLESS YOU DO NOT WANT US TO. IF YOU DO NOT WANT US TO SHARE THIS INFORMATION, PLEASE SIGN HERE:

FOR INFORMATION ABOUT HOOSIER HEALTHWISE HEALTH INSURANCE  
CALL 1-800-889-9949

\_\_\_\_\_  
SIGNATURE OF PARENT OR GUARDIAN

# CACFP APPLICATION FOR FREE AND REDUCED PRICE MEALS (CHILD CARE)

A CHILD ENROLLED IN THE DAY CARE FACILITY MAY QUALIFY FOR FREE OR REDUCED PRICE MEALS IF THE HOUSEHOLD INCOME FALLS AT OR BELOW THE LIMITS ON THIS CHART:

JULY 1, 2019 TO JUNE 30, 2020			
HOUSEHOLD SIZE	MONTHLY INCOME	HOUSEHOLD SIZE	MONTHLY INCOME
1	1,926	5	4,652
2	2,607	6	5,333
3	3,289	7	6,015
4	3,970	8	6,696

FOR EACH ADDITIONAL FAMILY MEMBER, ADD \$682

### PART 7. PARTICIPANT'S ETHNIC AND RACIAL IDENTITIES (OPTIONAL)

<b>MARK ONE ETHNIC IDENTITY:</b>	<b>MARK ONE OR MORE RACIAL IDENTITIES:</b>	
<input type="checkbox"/> HISPANIC OR LATINO	<input type="checkbox"/> ASIAN	<input type="checkbox"/> AMERICAN INDIAN OR ALASKA NATIVE
<input type="checkbox"/> NOT HISPANIC OR LATINO	<input type="checkbox"/> WHITE	<input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER
	<input type="checkbox"/> BLACK OR AFRICAN AMERICAN	

**PRIVACY ACT STATEMENT:** THE RICHARD B. RUSSELL NATIONAL SCHOOL LUNCH ACT REQUIRES THE INFORMATION ON THIS APPLICATION. YOU DO NOT HAVE TO GIVE THE INFORMATION, BUT IF YOU DO NOT, WE CANNOT APPROVE THE PARTICIPANT FOR FREE OR REDUCED PRICE MEALS. YOU MUST INCLUDE THE LAST FOUR DIGITS OF THE SOCIAL SECURITY NUMBER OF THE ADULT HOUSEHOLD MEMBER WHO SIGNS THE APPLICATION. THE SOCIAL SECURITY NUMBER IS NOT REQUIRED WHEN YOU APPLY ON BEHALF OF A FOSTER CHILD OR YOU LIST A SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP), TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) PROGRAM OR FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR) CASE NUMBER FOR THE PARTICIPANT OR OTHER (FDPIR) IDENTIFIER OR WHEN YOU INDICATE THAT THE ADULT HOUSEHOLD MEMBER SIGNING THE APPLICATION DOES NOT HAVE A SOCIAL SECURITY NUMBER. WE WILL USE YOUR INFORMATION TO DETERMINE IF THE PARTICIPANT IS ELIGIBLE FOR FREE OR REDUCED PRICE MEALS, AND FOR ADMINISTRATION AND ENFORCEMENT OF THE PROGRAM.

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.*

*Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.esor.usda.gov/complaint\\_filing\\_cust.html](http://www.esor.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:*

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

*This institution is an equal opportunity provider.*

### CHILD CARE REPRESENTATIVE USE ONLY

ANNUAL INCOME CONVERSION: <u>WEEKLY X 52</u> - <u>EVERY 2 WEEKS X 26</u> - <u>TWICE A MONTH X 24</u> - <u>MONTHLY X 12</u>	
<b>SECTION A</b> MARK ONE OF THE BOXES BELOW TO SHOW HOW YOU ARE GOING TO DETERMINE ELIGIBILITY.	<b>SECTION B</b> BASED ON THE INFORMATION PROVIDED, THIS APPLICATION WILL BE:
<input type="checkbox"/> FOOD STAMP OR TANF HOUSEHOLD—THE FOOD STAMP OR TANF NUMBER MEETS THE CRITERIA FOR AN ACCEPTABLE CASE NUMBER. COMPLETE SECTION B & C	<input type="checkbox"/> APPROVED FREE <span style="float: right;"><input type="checkbox"/> APPROVED TIER I</span>
<b>OR</b>	<input type="checkbox"/> APPROVED REDUCED <span style="float: right;"><input type="checkbox"/> APPROVED TIER II</span>
<input type="checkbox"/> FOSTER CHILD—COMPARE THE FOSTER CHILD'S PERSONAL INCOME TO THE GUIDELINES. COMPLETE SECTION B & C	<input type="checkbox"/> PAID
<b>OR</b>	USE THIS SPACE FOR INCOME CALCULATION.
<input type="checkbox"/> HOUSEHOLD INCOME—COMPLETE THE INFORMATION BELOW AND COMPLETE SECTION B & C	<b>SECTION C</b>
TOTAL HOUSEHOLD SIZE: _____	_____
TOTAL HOUSEHOLD INCOME: _____	_____
\$ _____ / _____	SIGNATURE OF SPONSOR REPRESENTATIVE
EXAMPLE: \$100/WEEK	_____
COMPARE TOTAL HOUSEHOLD INCOME TO CURRENT USDA INCOME ELIGIBILITY GUIDELINES. WHEN THE HOUSEHOLD INCOMES ARE LISTED FOR DIFFERENT PAY PERIODS, YOU MUST CONVERT ALL INCOME TO MONTHLY OR ANNUAL INCOME. USE THE CONVERSION LISTED ABOVE.	DATE OF APPROVAL
	THIS FORM EXPIRES ONE YEAR FROM THE DATE IT WAS APPROVED

# ENROLLMENT FORM

IDOE/CACFP  
December 2015

Name of Institution Crossroads YMCA      Sponsor-ID Number 1450012  
 Name of Facility Griffith Family YMCA

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

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Please enter the normal hours your child is in care on the specific days of care.							
Please check (✓) the meals your child normally receives while in care.	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____	Breakfast _____ AM snack _____ Lunch _____ PM snack _____ Supper _____ Night snack _____

If your school-age child will be in attendance outside of the regular hours indicated above (snow days, school breaks, etc) Please check (✓) here \_\_\_\_\_

This information is required by CACFP federal regulations at §226.15 (e)(2) and (3) for each enrolled participant, and must be updated annually.

Printed name of parent/guardian: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_\_

*This institution is an equal opportunity provider.*



# LICENSED CHILD CARE CENTER / HOME CONSENT

State Form 50548 (R2 / 7-08) / BCC 0080

To: Parents of licensed child care programs in Indiana

Subject: Your child's birth certificate and licensed child care programs

Indiana Code 12-17.2-2-1(8) requires each child care center or child care home to record proof of a child's date of birth before accepting the child for care. A child's date of birth may be proven by the child's original birth certificate or other reliable proof of the child's date of birth, including a duly attested transcript of a birth certificate. Refusing to share this information may result in your child's exclusion from a licensed child care program. Sharing the birth certificate information is NOT optional; signing the below is your decision and does not impact your use of child care facilities.

tear here



# LICENSED CHILD CARE CENTER / HOME CONSENT

State Form 50548 (R2 / 4-08) / BCC 0080

This portion is to be kept on file at the licensed child care program.

I give my permission for \_\_\_\_\_ to report the name and date of birth  
name of licensed child care program  
of my child or children to the Division of Family Resources pursuant to IC 12-17.2-2-1.5.

Name of child	Date of birth (month, day, year)
Name of child	Date of birth (month, day, year)
Name of child	Date of birth (month, day, year)
Name of child	Date of birth (month, day, year)

Signature of parent, guardian, or custodian	Date signed (month, day, year)
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**PARENT'S NOTICE**  
State Form 49844 (R / 1-09) / BCC 0035

I understand that this day care ministry is not licensed under the laws of Indiana. However, I understand that this day care ministry complies with the State rules concerning sanitation and fire safety for the primary use of the structure in which it is conducted. I understand that it is my responsibility to ensure that the nutritional and health needs of my child are met while my child is at the day care ministry.

Signature of Parent or Guardian

Name(s) of children enrolled

This notice does not absolve a day care ministry from liability for injury to a child while the child is at the day care ministry if the cause of the injury is negligence or intentional wrongdoing on the part of the day care ministry or an employee of the day care ministry.

Name of facility

Address of facility (number and street, city, state, and ZIP code)

County



**HEALTH CARE PROGRAM FOR CHILD CARE CENTERS  
CHILD CARE CENTER HEALTH RECORD**

State Form 49969 (R4 / 2-15)

FSSA - MS02  
402 WEST WASHINGTON STREET, RM W361  
INDIANAPOLIS, IN 46204

Name of child (last, first)	Date of birth (month, day, year)	Date of admission (month, day, year)
Address (number and street, city, state, and ZIP code)		
Child lives with (relationship)	Name	Telephone number (      )

MEDICAL HISTORY			
Communicable Disease	Month / Year	Condition	Explain if present
		Allergies:	-----
		Handicapping conditions:	-----
<b>Screenings</b>	<b>Result / Date (month, day, year)</b>	Other:	-----
TB Risk / Symptom			-----
Developmental Screen			-----
Lead			-----

PHYSICAL EXAMINATION	
Date of exam (month, day, year)	Age of child
Skin	Heart
Lymphnodes	Lungs
Eyes	Abdomen
Ears	Genitalia
Nasopharynx	Skeleton
Teeth and Mouth	Other:
Note any unusual findings:	
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-----	
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-----	
Does this child have any health condition that would be hazardous either to the child or to other children in a group setting as a result of participation in normal activities (including sports)?	
<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what modification of normal activities would be necessary to protect the child and the child's classmates:	
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-----	
-----	
Have you prescribed any medications or special routines which should be included in the center's plans for this child's activities? Explain:	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
-----	
-----	
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# HISTORY OF IMMUNIZATIONS

State Form 49445 (R4 / 4-12)

## HISTORY OF IMMUNIZATIONS (Indicate month and year)

	1	2	3	4	5
DTaP / DT					

	1	2	3	4
Hib				

	1	2	3	4	5
IPV (Polio)					

	1	2	3	4	5
* Influenza (Flu)					

	1	2
Measles Mumps Rubella (MMR)		

	1	2	3
* Rotavirus (RGE)			

	1	2	or Chicken Pox Disease	Month / year
Varicella (Varivax)				

	1	2	3	4
Pneumococcal (PCV) (Prevnar)				

	1	2
* HEPA		

	1	2	3
HBV (HEP B)			

\* Not required but highly recommended.

Name of physician / nurse practitioner completing form (please print)	Telephone number ( )
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Signature of physician / nurse practitioner
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Name of child	Date of birth (month, day, year)	Age
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Name of child care facility	County
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### ADDITIONAL NOTES AND INSTRUCTIONS

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