



School Age Care Registration Form

Welcome to YMCA Child Care. As per Licensing Regulation 49 subsection 2: A Licensee must not provide care to a child unless the licensee has first ensured that the child's parents or emergency contact can be readily contacted while the child is in care. Registration forms must be fully completed with the child's **Care Card** number, **immunization records** and a **current picture**. Forms must be returned to the Coordinator of Child Care Administration a minimum of two (2) business days before your child begins care. We look forward to getting to know your family.

Name of YMCA Child Care Centre/Program: _____

Name of Child: _____ Address: _____
First Name Last Name

Home Phone: _____ DOB: _____ Sex: _____
Month Day Year

School: _____ Grade: _____ Bus Service Req'd ☐ Yes ☐ No

PARENT/GUARDIAN #1

Name: _____
(First Name) (Last Name)

Address: _____

Postal Code: _____ Home phone: _____

email: _____

Parent #1 Date of Birth: _____/_____/_____
Month Day Year

Relation to child: _____

Employer: _____

Work phone: _____ ext: _____

Cell phone: _____

PARENT/GUARDIAN #2

Name: _____
(First Name) (Last Name)

Address: _____

Postal Code: _____ Home phone: _____

email: _____

Parent #2 Date of Birth: _____/_____/_____
Month Day Year

Relation to child: _____

Employer: _____

Work phone: _____ ext: _____

Cell phone: _____

FOR YMCA USE ONLY

Parent Contact verified by: _____ Date: _____ Bus Route #: _____
Start Date: _____/_____/_____ End Date: _____/_____/_____ Current Monthly Fees: _____
Month Day Year Month Day Year

PROGRAM:

CHETWYND: After School Care ☐ M ☐ T ☐ W ☐ TH ☐ F

DAWSON CREEK:

☐ Ecole Frank Ross ☐ Crescent Park Before School Care ☐ M ☐ T ☐ W ☐ TH ☐ F
☐ Ecole Frank Ross ☐ Crescent Park After School Care ☐ M ☐ T ☐ W ☐ TH ☐ F

FORT ST. JOHN: ☐ I am applying for priority access and have the verification form from: ☐ Northern Health ☐ School District 60

Margaret 'Ma' Murray ☐ Before School ☐ After School
Anne Roberts Young ☐ Before School ☐ After School
Robert Ogilvie ☐ Before School ☐ After School

HUDSON HOPE:

☐ Hudson Hope: Before and After School Care

PRINCE GEORGE:

- | | | |
|---|--|--|
| <input type="checkbox"/> Highland | <input type="checkbox"/> 5 th Avenue | <input type="checkbox"/> Westwood Elementary |
| <input type="checkbox"/> Ron Brent Elementary | <input type="checkbox"/> Springwood Elementary | <input type="checkbox"/> Park House |
| <input type="checkbox"/> Vanway Before School | <input type="checkbox"/> Vanway After School | |
| <input type="checkbox"/> Ecole Lac Des Bois Before School | <input type="checkbox"/> Ecole Lac Des Bois After School | |
| <input type="checkbox"/> Massey Before School | <input type="checkbox"/> Massey After School | |

POUCE COUPE:

- | | | |
|------------------------|--|---------------------------------------|
| Pouce Coupe Elementary | <input type="checkbox"/> Before School | <input type="checkbox"/> After School |
|------------------------|--|---------------------------------------|

TUMBLER RIDGE:

- | | | |
|--------------------------|--|---------------------------------------|
| Tumbler Ridge Elementary | <input type="checkbox"/> Before School | <input type="checkbox"/> After School |
|--------------------------|--|---------------------------------------|

VANDERHOOF:

- | | | |
|---------------------------|--|---------------------------------------|
| Integris Community Centre | | <input type="checkbox"/> After School |
| Evelyn Dickson Elementary | <input type="checkbox"/> Before School | <input type="checkbox"/> After School |



Authorized Pick Up List

*You must be 19 years of age or older and present proper ID.

I authorize the following people **(in addition to the Parent/Guardian 1 & 2 information already listed on page 1)** to pick up my child and/or be contacted in case of emergency:

1. **Name:** _____
(First Name) (Last Name)

Address: _____
(Street) (City) (Postal Code)

Home phone: _____ Work phone: _____ Ext: _____

Relationship to child: _____

2. **Name:** _____
(First Name) (Last Name)

Address: _____
(Street) (City) (Postal Code)

Home phone: _____ Work phone: _____ Ext: _____

Relationship to child: _____

3. **Name:** _____
(First Name) (Last Name)

Address: _____
(Street) (City) (Postal Code)

Home phone: _____ Work phone: _____ Ext: _____

Relationship to child: _____

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Parent/Guardian Signature

Date

Please note that we will only release a child to the people listed on this form/emergency permission card. People listed must have picture identification on hand to verify their identity. A child will only be released to people not listed when a staff has received written consent from the parent/guardian confirming that the person is permitted to take the child. Staff will check picture identification.



Name of Child: _____
(First Name) (Last Name)

HEALTH INFORMATION

Family Doctor: _____ Phone: _____

*if you do not have a doctor or dentist please complete with the local walk in
information and phone number*

Family Dentist: _____ Phone: _____

Does your child have any allergies? ☐ Yes ☐ No

If yes to what is your child allergic? _____

Is this allergy life threatening? ☐ Yes ☐ No

What is the reaction? _____

Specific Instructions: _____

If an allergy exists you must request the required consent forms for any medication your child may need (ex. Epi pen, Benedryl)

BC Care Card Personal Health Number: |__|__|__|__| |__|__|__| |__|__|__|

Does your child have any health or medical issues such as?

Special medications ☐

Vision ☐

Hearing ☐

Other ☐

Speech/Language ☐

Require a special diet ☐

Experience Seizures ☐

Specify: _____

Specific Instructions: _____

Has your child received a diagnosis by a medical or mental health professional? ☐ Yes ☐ No

If yes, what is the diagnosis? _____

Other health professionals involved with your child:

_____ Phone: _____

_____ Phone: _____

Other information: _____

For medication to be administered at the centre, you must request the required medication consent forms (ex. Puffer)



Immunization Record

Name of Child Care Program: _____

The Child Care Licensing Regulation, Section 21 (1) (a) states that all children attending licensed care must have a record of their immunization(s). The following information must be recorded on each child attending the program and kept in facility files. A current photocopy of the child's health passport is also acceptable.

The Immunization Program is voluntary. Parents who choose NOT to immunize their child must understand the consequences of this in relation to the nature of a child care setting. The YMCA will record those parents who have declined to participate in the Provincial Immunization program.

Name of child: _____

Immunization Record Attached: ☐ Yes ☐ No

☐ Yes ☐ No my child has been immunized in the Provincial Immunization Program

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Date and signature of parent/guardian: _____

My child has received additional immunizations: _____

BASIC IMMUNIZATION SCHEDULE							
	2 months	4 months	6 months	12 months	18 months	Starting at 4 years of age	Grade 6
DTaP-HB-IPV-Hib (diphtheria, tetanus, pertussis, hepatitis B, polio, Haemophilus influenzae type b)	✓	✓	✓				
DTaP-IPV-Hib (diphtheria, tetanus, pertussis, polio, Haemophilus influenzae type b)					✓		
Pneumococcal conjugate	✓	✓		✓			
Rotavirus	✓	✓					
MMR				✓			
Meningococcal conjugate C	✓			✓			
Varicella				✓			
MMRV (measles, mumps, rubella, varicella)						✓	
Human Papillomavirus (HPV)							✓
DTaP-IPV (diphtheria, tetanus, pertussis, polio)						✓	

The Hepatitis A vaccine is provided free to aboriginal children and adolescents aged 6 months to 18 years living both on-reserve and off-reserve. Infants will receive the first dose at 6 months of age and the second dose at 18 months of age. Older children and adolescents need 2 doses of the vaccine. The second dose needs to be given at least 6 months after the first dose.

Hepatitis A Vaccine ☐ Yes ☐ No

The Hepatitis B vaccine is provided free to babies in B.C. as a series of 3 doses at 2, 4 and 6 months of age in combination with other routine childhood vaccines. Children who did not complete their infant hepatitis B vaccine series or have never received the vaccine will be offered hepatitis B vaccine for free in grade 6.

Grade 6: Hepatitis B Vaccine ☐ Yes ☐ No

Td - Every ten years after 18 month ☐ Yes ☐ No

The HPV vaccine is provided free to girls in grade 6 as a series of 2 doses. The vaccine is also provided free to women born in 1994 or later who are 26 years of age and under who have not received the vaccine. The vaccine is also provided free to males who are at increased risk of HPV.

HPV Vaccine ☐ Yes ☐ No

Children who had chickenpox or shingles disease, diagnosed by a health care provider, at 1 year of age or older do not need the chickenpox vaccine. Children who received a single dose of chickenpox vaccine at a younger age only need 1 dose in grade 6. Children who have never received the chickenpox vaccine need 2 doses. Children entering school who need both a 2nd dose of MMR and varicella vaccines may be immunized with MMRV vaccine.

Grade 6: Chickenpox Vaccine ☐ Yes ☐ No

Provincial Schedule of Immunization may change without notice



Name of Child: _____
(First Name) (Last Name)

SOCIAL INFORMATION

Child lives with: ☐ Both Parents ☐ Mother ☐ Father ☐ Guardian
Other siblings in home: ☐ Yes ☐ No

Names and Ages of Siblings: _____

Other adults in home (if yes, please include name[s]): _____

Is there a custody agreement? ☐ Yes ☐ No **If yes, it must be attached as required by law.**

If you have joint custody, please specify pick-up arrangements: _____

If you do not have a legal custody agreement but have an informal separation agreement, please give specifics: _____

Please indicate person(s) to whom your child MAY NOT be released (name and description):

(1) _____

(2) _____

Child's Ethnicity: _____

(Answer optional as we are collecting data for statistical purposes only)

Child's first language: _____ Second language: _____

Languages spoken at home: _____

Are there any cultural festivals that you celebrate in your home? _____

If applicable, English-speaking contact: Name/relationship to child: _____

Home phone: _____ Work phone: _____ Ext: _____



Name of Child: _____
(First Name) (Last Name)

BEHAVIOURAL INFORMATION:

When filling out this section we encourage parents to give us as much information as possible. Knowing about your child's behaviour beforehand allows us to take a proactive approach to their individual needs and therefore help to ensure that they are successful and enjoy the program.

DOES YOUR CHILD:

- | | | |
|---|------------------------------|-----------------------------|
| Display signs of anxiety in a group of children? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Require assistance dressing, toileting, feeding? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Require assistance in following classroom routine/rules? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Receive support from a teacher's assistant at school? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have an Individual Education Plan at school? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Display sexualized behaviour? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have medical issues such as hearing loss, seizures? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Display frequent aggressive behaviors? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have unique information processing needs? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have difficulty accepting consequences for their behaviors? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

HAS YOUR CHILD:

- | | | |
|---|------------------------------|-----------------------------|
| Been asked to leave a child care program due to behavioural issues? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Received services from Supported Child Care? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Required support staff in a child care setting? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

ADDITIONAL COMMENTS:

CONSULTATION REQUEST

I require a consultation with the Child Care Coordinator regarding elements of my child's participation:

- ☐ Yes ☐ No



Name of Child: _____
(First Name) (Last Name)

FIELD TRIPS

In permitting my child to attend YMCA Child Care, I the undersigned permit my child to participate on various field trips. These may include unscheduled, spontaneous local trips walking or on public transportation or on planned outings using YMCA Transportation.

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Name of Parent/Guardian (please print): _____

PARENT COMMITMENT

I have read the Parent Handbook, have clarified any questions I had and I commit and confirm that my child will participate in the full program including: field trips by bus, to follow safety instructions and/or refrain from behaviour that is harmful to oneself and others. I understand and support the Child Care policy that prohibits the possession or use of tobacco, alcohol or non-prescription drugs and understand their use as well as abusive behavior is cause for dismissal without refund of Child Care fees.

I the undersigned permit my child to participate in the full range of activities and authorize the YMCA of Northern BC or his/her appointee, in the event of accident or illness affecting the below named child to authorize on my behalf all procedures, including admission to hospital and necessary treatment there in, as he/she may deem essential for the care and well-being of the child. Such action is only to be taken when immediate contact with the undersigned cannot be made. It is understood the YMCA is not responsible for medical care or ambulance costs.

I, the undersigned, release and discharge any and all rights and claims for damages and causes of suit or action that I or my child have at any time against the YMCA of Northern BC; along with their employees and agents; for any and all injuries or losses suffered by my child as a result of participating in YMCA Child Care Programs.

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Name of Parent/Guardian (please print): _____

REPAYMENT AGREEMENT

Should it become necessary to close your YMCA child care program for longer than five business days due to situations beyond our control such as natural disasters, unsafe weather conditions, unsafe building hazards, or any other unforeseen situation, the YMCA will make every effort to provide an alternate location. When it is not possible to secure an alternate location, the YMCA of Northern BC will refund your prepaid child care fees in a timely manner. Refunds will not issued for unforeseen closure of less than five business days

Name of Parent/Guardian (please print): _____

Parent/Guardian's Signature: _____ Date: _____



EMERGENCY PERMISSION CARD

Child Care _____	Child's Name _____
Facility Address _____	Phone _____
Hair Colour _____	Eye Colour _____ Birth Date _____
Address _____ Home Phone _____	
Sex _____	

Parent/Guardian #1 Name _____	Parent/Guardian #2 Name _____
Parent/Guardian #1 Work Phone _____	Parent/Guardian #2 Work Phone _____
Parent/Guardian #1 Home Phone _____	Parent/Guardian #2 Home Phone _____
Parent/Guardian #1 Cell Phone _____	Parent/Guardian #2 Cell Phone _____

Emergency Contact _____	Phone _____
Address _____	Cell Phone _____

(in addition to the Parent/Guardian 1 & 2 information already listed on page 1)

Child's Doctor _____	Phone _____
Child's Care Card # _____	
Allergies _____	Medication _____
Medical Condition _____	
Child's Dentist _____	Phone _____

In permitting my child to attend YMCA Child Care Programs; I, the undersigned, permit my child to participate in the full range of activities and authorize the Child Care Coordinator or his/her appointee, in the event of accident or illness affecting this above named child to authorize on my behalf all procedures, including transportation by ambulance, admission to hospital and necessary treatment there in, as he/she may deem essential for the care and well-being of the child. It is the YMCA Facility's policy to notify a parent when a child is ill or in need of medical attention. When deemed necessary by staff, emergency medical help will be sought first and parents contacted second. It is understood the YMCA is not responsible for medical care or ambulance costs.

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

I hereby give permission to the caregiver staff of _____ child care to make necessary transportation arrangements for my child who has become ill or injured.

Parent/Guardian signature _____ Parent/Guardian signature _____

Caregiver/staff signature _____ Date _____



Photo and Video Consent, Assignment and Release Form

PURPOSES: For marketing, advertising, promotional and/or communication purposes, the YMCA may, from time to time, take photographs and/or video recordings of YMCA based activities or events that include real people, which photographs and video recordings will be placed in the YMCA National Photo Bank and which may be used by any YMCA in Canada (the "Purposes"). For purposes of this Form, "YMCA" refers to the local YMCAs and YMCA-YWCAs in Canada and to YMCA Canada, the national association of local YMCAs and YMCA-YWCAs across Canada.

By signing this Form, you are consenting to the taking of photographs and/or video recordings of you by the YMCA for the Purposes, you are assigning to the YMCA, and waiving any rights you have related to, any such photographs and/or video recordings, and you are consenting to the use of any such photographs and/or video recordings, in whole or in part, by the YMCA for the Purposes.

For valuable consideration received but without any promise of remuneration, **I hereby agree to allow photographs and/or video recordings to be taken of me**, whether posed or candid, while I am on YMCA property and/or participating in YMCA activities or events, **to be used by the YMCA in connection with the Purposes**, whether on the YMCA's internet web site, in YMCA printed materials, or in any other medium (the "Work Product"). I confirm that the YMCA shall not be obligated to use the Work Product.

I understand that the Work Product is being created under the direction and control of the YMCA. **I hereby irrevocably assign to the YMCA any and all rights, including copyright, financial or moral, that I may have in the Work Product.** I agree that the YMCA has the sole worldwide ownership and rights in and to the Work Product, including copyright interests, and I acknowledge that I have no interest or ownership in the Work Product or its copyright. Photos and/or video recordings will not be sold to third parties and will not be used by third parties except in cases where a third party has been contracted by the YMCA to create the Work Product.

I agree that I will not bring or consent to others bringing a claim or action against the YMCA on the grounds that anything contained in the Work Product, or in the manner in which the Work Product is used, is defamatory, reflects adversely on me, or violates any other right whatsoever, including, rights of privacy and publicity. **I hereby release and forever discharge each of the YMCAs**, its officers, directors, employees, agents, partners and affiliates, and their respective heirs, executors, personal legal representatives, successors and assigns, as applicable, from all actions, claims, causes of action, suits, demands, liabilities and damages whatsoever, in law or equity, which I may have against any of them in connection with the Work Product.

I confirm that I am over the age of 18 and am competent to execute this Form and to participate in the development of the Work Product; or, to the extent that I am under the age of 18, have had my parent or guardian review this Form and consent to my participation in the creation of the Work Product on my behalf.

Any inconsistency between this Form as expressed in English and any other language shall, to the full extent permitted by applicable law, be resolved by reference to the English version. Les parties ont convenu de rédiger cette entente en anglais.

By signing my name, I (or my legal guardian) acknowledge that I (or we) have carefully read and understand this Form.

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Date: _____

Print Name: _____

Telephone No.: _____

Address: _____

Signature of Participant

Signature of Witness

Name of Parent or Guardian, if applicable



Date	Surname	First Name
Program	Child's Surname	Child's First Name

How did you hear about or what helped you decide in choosing YMCA Child Care: _____

Form of pre-authorized payment (attached)

☐ Void Cheque ☐ VISA ☐ Mastercard ☐ AMEX

Initial at each line.

_____ I hereby authorize the YMCA of Northern BC to deduct monthly child care fees from my financial institution or credit card on the 1st, 15th and/or 20th of each month and a non refundable \$100.00 deposit at time of registration.

_____ I understand that a service charge of \$20.00 will be charged to my child care account for any returned payments.

_____ My child care services will be cancelled if a payment plan is not received within five days of dated letter.

_____ In the event that I want to make changes to program my child attends or to withdraw my child from the program, I agree to provide one calendar month's notice on the first of the month.

_____ If there are outstanding fees the YMCA will attempt to withdraw at a later date or may release information to a third party collection agency.

_____ It is the parent's responsibility to keep child care subsidy current - the parent is responsible for the full child care fee if child care subsidy is not in place.

_____ Without a full calendar month's notice of removing my child from the program, I will be responsible for paying the next month's fees.

_____ It is the responsibility of the parent to ensure the YMCA has a current address. Child care fees are subject to annual increases however, parent/guardians will be notified in advance of any such increases. Any fee increases/changes will be adjusted accordingly.

_____ I am aware of the repayment agreement as per the parent handbook. Refunds will not be issued for unforeseen closure of less than five business days.

I, the undersigned, hereby certify that all of the information provided is true and correct to the best of my knowledge and belief. In signing this application with an electronic signature, I acknowledge and agree that such electronic signature has the same legal effect as a written signature.

Signature (please print name) _____ Date _____

Please return the completed registration package for each region to the email addresses listed below.

Prince George- PG.childcare@bc.ymca.ca

Chetwynd, Dawson Creek, Pouce Coupe, and Tumbler Ridge- PRS.childcare@bc.ymca.ca

Fort St. James and Vanderhoof- NR.childcare@bc.ymca.ca

Fort St. John- PRN.childcare@bc.ymca.ca