



YMCA Calgary

Child Minding Service

YMCA Calgary offers a Child Minding Service for members and participants who require short term care for their children while they are in the facility pursuing their health and fitness goals. Children, aged six-weeks to 10 years, may be booked in for a maximum of 2 hours per day.

Booking

Advanced booking is recommended to ensure space. The number of spots available is determined by the physical space available as well as by our ability to offer quality care to each child.

Members can book 7 days in advance, Non-members can book 2 days in advance

Block Booking

YMCA Members are able to book a series of consecutive child minding appointments for their child(ren) during regularly scheduled child minding hours. Non-Members wishing to use block booking may do so if they are registered in a YMCA program. For more information please see "Block Booking" on page 2 of this document.

Cancellations

Child minding appointment cancellations must be received one hour in advance or a \$5 cancellation fee will be charged. 'No-shows' will be charged \$5 or for the amount of time booked, whichever is the greater amount. Cancellation fees apply to both infant and child bookings.

Drop Off and Pick Up of Children

To assist us in providing appropriate care and attention to all children, we ask that children be dropped off and picked up promptly at their booked time. In the event a parent/guardian is late, a caregiver or YMCA Duty Manager may be required to locate the parent and late fees will be charged accordingly.

Member Etiquette

The YMCA is a shared experience for everyone to enjoy. Please treat one another in accordance with our four core values of caring, respect, responsibility and honesty.

Child Minding Hours

Individual branch hours are available on the website or through the Child Minding Service at each YMCA branch.

Please Note: Child Minding may close one hour earlier than scheduled if no children are booked.

Fees- Effective January 2014

Member Rates

Infant (6 weeks – 35 months) Free*
*Limited to 3 visits/week

Add'l Infant visits and children 36+ months may be scheduled at a rate of \$3.75/hr

Non-Member (6 weeks +) \$5.75/hr

Financial Assistance is available. To learn more contact Member Services.

A "member" is defined as the child or adult with a YMCA membership using the Child Minding Service.

Punchcards in denominations of \$30 may be purchased at Member Services. Cards will be redeemed by Child Minding staff as service is used. Punchcards are transferrable but non-refundable.

Payment may be made at the Member Service Desk before you collect your child. Please present a Child Minding caregiver with your receipt upon picking up your child.



Child Minding Policies

YMCA Child Minding is for members and participants who are using the facility and its services. Parents/guardians must remain in the building while using the Child Minding Area; with the exception of running outside. If you are going for a run, you are required to provide us with the number of either a cell phone or pager that you will have with you.

Parents/guardians must complete a “Child Information Form” prior to their child being left in the Child Minding Area. Changes to personal information are to be communicated to Child Minding staff so information remains current.

When dropping off a child, both the parent/guardian and the child receive corresponding tags. In the event you may need to be located in the facility, as well as to ensure safe pick up of all children, please ensure your tag is always visible while using the facility.

Due to the potential for serious allergic reactions, **nuts and nut products are not allowed** in the Child Minding Area. Allergies should be brought to the attention of the Child Minding caregivers.

Child Minding caregivers will not administer medication to children and medications should not be brought to the Child Minding Area. Emergency medications such as EpiPens are an exception to this—please speak to a caregiver for more information.

In the event of sickness, should a child show any symptoms of a communicable disease, have a fever and/or any physical symptom that prevents the child from participating, the child must be removed from the Child Minding Area until the symptoms abate.

If a child has difficulty adjusting or becomes sick while in the Child Minding Area, a caregiver or YMCA Duty Manager will contact the parent/guardian promptly.

Parents/guardians are to provide diapers, wipes and snacks that their child may require while in the Child Minding Area.

Personal belongings must be labeled and picked up each day. All belongings left behind will be taken to Member Services. Please visit Member Services in person to check on items. The YMCA is not responsible for lost or stolen articles.

Block Booking

YMCA Members are able to book a series of child minding appointments for their child(ren). This is called block booking and it is available during regularly scheduled child minding hours. Limited spaces are available and a booking request is not confirmed until staff ensure there is space available. No refund or credit memo will be issued for absences.

The fees for block booking are due at the time of registration and are subject to a 25% cancellation fee. Refunds will be pro-rated from the time of cancellation.

- Non-Members wishing to use block booking may do so if they are registered in a YMCA program.
- There is no charge for a Member to use block booking for their child aged six-weeks to 35 months. A fee of \$5.00 for each child minding appointment missed will be charged.

Information current as of September 2014