



Child Minding Block Booking Request Form

SPRING 2019 SESSION

April 1-June 23, 2019

Branch Contact Info	Gray Family Eau Claire YMCA T 403-781-1669 ChildMinding.ECY@calgary.ymca.ca	Melcor YMCA at Crowfoot T 403-241-4618 ChildMinding.CFY@calgary.ymca.ca	Remington YMCA T 403-351-6678 ChildMinding.RY@calgary.ymca.ca	Saddletowne YMCA T 403-537-2724 ChildMinding.TY@calgary.ymca.ca
	Shawnessy YMCA T 403-254-3217 ChildMinding.SHY@calgary.ymca.ca	Shane Homes YMCA at Rocky Ridge T 403-403-351-5261 ChildMinding.ROY@calgary.ymca.ca	Brookfield Residential YMCA at Seton T 587-392-5583 ChildMinding.BY@calgary.ymca.ca	RECEIVED Date: _____ Time: _____

YMCA Members Book beginning Tues, March 5.2019 @ 5:30am
Non-Members Book beginning Tues, March 19.2019 @ 5:30am

This form may be emailed to the branch of your choice using the email address above. Please do not send prior to 5:30am on the date you are eligible to apply.

BLOCK BOOKING POLICIES

Block booking is defined as a series of consecutive Child Minding appointments for a period of not less than five weeks and no more than 3 visits for an individual child within a one week period. Each visit may be for a maximum of two hours.

Block booking dates correspond with YMCA Calgary registration dates for each program session.

Block booking closes one week into each program session or once available spaces are filled, whichever comes first. Limited spaces are available and **submission of a block booking form does not guarantee a spot.**

Each family (or household account) may submit one block booking form per session.

Note – non-members may block book for one registered program/course. Proof of registration is required.

Cancellation of a block booking period is subject to a 25% cancellation fee with refunds pro-rated from the time of cancellation. YMCA Calgary is unable to issue refunds or credit memos for absences.

We request notice when a child will not be in attendance as a courtesy to other Child Minding users. Cancellations must be received, whenever possible, by closing time the day prior to the scheduled booking. Those who have not paid for usage (member infants & volunteers) will be charged \$5.00 or for the time booked (whichever is greater).

****Please note - Block Booking for Good Friday (Apr. 19) and Victoria Day (May 20) will not be available****

Steps to Block Book

1. Fill in the information to the right on this form
2. Submit this form to YMCA Child Minding email address listed above
3. Child Minding Coordinator will review each submitted form to determine space availability and communicate the results to the child's parent/guardian
4. Upon confirmation of space being available, fees are due and payable at YMCA Member Services

By signing on the line below, you agree to the booking and cancellation policies listed above.

(Signature)

(Date)

Building healthy communities

Parent/Guardian _____

Tel _____ Cell _____

Email _____

Select one: YMCA Member Non-Member

Child's Name _____

Date of Birth _____

Booking Request

Dates: _____, 2019 to _____, 2019

Sun Mon Tues Wed Thu Fri Sat

Circle all days that apply

Time: _____am/pm to _____am/pm

Sun Mon Tues Wed Thu Fri Sat

Circle all days that apply

Time: _____am/pm to _____am/pm

Office Use – Space confirmed YES NO
of weeks ____ (excluding holidays)
Age: 6wk-18mos 19mos-3years 3 – 8 Years
Fee: \$_____ Entered: _____ (int)
Family Advised: _____, 2018 _____ (int)

Child's Name _____

Date of Birth _____

Booking Request

Dates: _____, 2019 to _____, 2019

Sun Mon Tues Wed Thu Fri Sat

Circle all days that apply

Time: _____am/pm to _____am/pm

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