THE YMCA OF KLAMATH FALLS
Fairview Site
1017 Donald Street
Klamath Falls OR 97601
541-887-2512
www.kfallsymca.org

Today's Date_____
Start Date_____

Y Member___ Community___

YMCA INFANT/TODDLER Registration 2022-23

Both sides of this form are to be completed by a legal parent or guardian.

Name of Child_____DOB_____Age_____

Child Lives With: Both Parents ____ Mother ____ Father _____ Other _____

Primary Parent_____ Parent/Guardian 2_____

Address _____ Address _____

City & Zip Code _____ City & Zip Code _____

Email _____ Email _____

Date of Birth_____ Date of Birth_____

Cell Phone_____ Cell Phone_____

Employer_____ Employer_____

Employer Address _____ Employer Address _____

Work Phone_____Work Phone_____

Emergency Contact and people authorized to pick up child

Name_____Relationship_____Phone_____

Name_____Relationship_____Phone_____

Name_____Relationship_____Phone_____

A $25.00 registration fee applies to all programs

INFANT/TODDLER

6 WEEKS TO THROUGH 30 MONTHS

Drop off as early as 7:30am

Pick up no later than 5:30pm

Monday-Friday

Y Member $908 **Community $1,178**

Prices subject to change without notice

Preferred Language in the home_____

Name of Family Physician_____Phone_____

Name of Dentist/Orthodontist_____Phone_____

Medical Insurance Carrier _____Policy or Group #_____

Special Arrangements we need to be aware of (visitation, etc.)_____

_____

Allergies_____

Dietary allergies_____

AGREEMENTS AND RELEASE – Please read & initial each numbered statement.

1. __My child has permission to participate in The YMCA of Klamath Falls Preschool and Childcare daily activities, including walking field trips. "TODDLER ONLY"
2. __I understand that tuition is due in advance on the first day of the month. A $25 late fee applies to payments made after the 10th. Suspension from the program may occur if payment in full is not made by the 15th of the current month.
3. __No credit will be given for sick or missed days. We cannot trade days in, order to make up for "lost" time.
4. __I understand that I must submit a two-week written notice to withdraw my child from this program. I am responsible for all fees accrued in this two-week time-period.
5. __I understand that I must provide, formula, jarred baby food, diaper's and wipes.
6. __I understand that according to state law, the YMCA is required to report suspected child abuse.
7. __I understand The YMCA of Klamath Falls programs are not covered by medical, dental, or accident insurance. Each participant must furnish his/her own coverage.
8. __In case of sickness or accident, if unable to communicate with me, I hereby authorize the YMCA to secure the transportation and medical attention required for my child at my expense.
9. __To the best of my knowledge, my child is free of potential health problems that might restrict his/her participation. I agree to notify the YMCA immediately if my child is exposed to any communicable disease.
10. __I understand that the YMCA staff and volunteers are not allowed to transport or babysit my children at any time outside of the YMCA programs.
11. __I give my permission for YMCA staff to apply sunscreen to my child prior to going outside. "TODDLER ONLY"
12. __I hereby grant The YMCA of Klamath Falls the right to use pictures/photographs/videos of my child for display or advertising specifically for YMCA programs.
13. __I understand and agree to abide by the policies outlined in the YMCA Parent Handbook @ KFallsyYmca.org
14. __ I understand that my child needs to be picked up at the end of the day by 5:30. If I cannot be there by 5:30 pm, I understand that I must contact the office with alternative arrangements. Late pick-up fee of $20.00 will be charged for every 15 minutes.

Signature of Parent/Guardian_____Date_____

Infant and Toddler Child Care Enrollment Information

To Be Completed by Parent

Per rule 414-300-0040(5) the following information is required prior to admission of each infant and toddler.

Name of child care center/home			Date enrolled
Child's Name	Nickname	Birthdate	Child's age at entry
Name of Parent(s)			Phone (day)

Health

Any special/medical needs? (including but not limited to an IFSP) No ☐ Yes ☐ if yes, please complete the Medical Authorization form
Any previous medical history?
Any allergies?
Any medications?

Individual Needs

Does child say any words? What do they mean?
What languages are spoken in the home?
What are child's favorite games, toys and things to do?
How do you comfort your child when he or she is upset?
Any information that might be important or helpful to caregivers?

Family

Members of Household	Relationship	Age if Sibling
Any pets? If yes, type of pet.		

Typical Daily Schedule	Sleep
7:00	Any special sleeping routines?
8:00	
9:00	Does your baby like to be rocked?
10:00	
11:00	Is your baby always put on his/her back to sleep?
12:00	
1:00	When does your baby usually sleep?
2:00	
3:00	How long is a typical sleep period?
4:00	
5:00	

Liquids	Foods
☐ Cup ☐ Bottle ☐ Parents on-site Milk: ☐ Formula ☐ Whole Milk ☐ Breast ☐ Other: ☐ Skim Brand:_____ Type: ☐ Powder ☐ Ready to feed ☐ Heated ☐ Room Temp ☐ Cool Amount/Serving Size:_____ Juice: ☐ Apple ☐ Orange ☐ Apricot ☐ Grape ☐ Peach ☐ Pineapple Any other liquids?_____ Amount:_____ Frequency:_____	What does your child eat? ☐ Baby Food ☐ Table Food Types/Amount:

Dear Parent/Guardian:

This letter is intended for parents or guardians of children enrolled at a child care center. **The YMCA of Klamath Falls** offers healthy meals to all enrolled children as part of our participation in the U.S. Department of Agriculture's (USDA) Child and Adult Care Food Program (CACFP). The CACFP provides reimbursements for healthy meals and snacks served to children enrolled in child care. Please help us comply with the requirements of the CACFP by completing the attached Confidential Income Statement. In addition, by filling out this form, we will be able to determine if your child(ren) qualifies for free or reduced price meals.

1. **Do I need to fill out a Confidential Income Statement for each of my children in day care?** Complete and submit one CACFP Confidential Income Statement for all children in your household only if they are enrolled in the same center. We cannot approve a form that is not complete, so be sure to read the instructions carefully and fill out all required information. **Return the completed form to: The YMCA of Klamath Falls, 1017 Donald Street, Klamath Falls, OR 97601.**

2. **Who is eligible for free meals without providing income information?** Children in households getting Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Food Distribution Program on Indian Reservations (FDPIR) are eligible for free meals. Foster children and children enrolled in Head Start based on income are also eligible for free meals. Children in households participating in WIC may be eligible for free meals.

3. **Who can get reduced price meals?** Your children can get low-cost meals if your household income is within the reduced price limits on the Federal Income Guidelines shown on this application. Children in households participating in WIC may be eligible for reduced price meals.

4. **May I fill out a form if someone in my household is not a U.S. citizen?** Yes. You or your children do not have to be U.S. citizens to qualify for meal benefits offered at the center or the day care home.

5. **Who should I include as members of my household?** You must include all people in your household (such as grandparents, other relatives, or friends who live with you) who shares income and expenses. You must include yourself and all children who live with you. You also may include foster children who live with you.

6. **How do I report income information and changes in employment status?** The income you report must be the total gross income listed by source for each household member received last month. If last month's income does not accurately reflect your circumstances, you may provide a projection of your monthly income. If no significant change has occurred, you may use last month's income as a basis to make this projection. If your household's income is equal to or less than the amounts indicated for your household's size on the attached Federal Income Guidelines, the family day care home or center will receive a higher level of reimbursement. Once properly approved for free or reduced price benefits, whether through income or providing a current SNAP, TANF, FDPIR case number, you will remain eligible for those benefits for a period not to exceed 12 months. You should, however, notify us if you or someone in your household becomes unemployed and the loss of income during the period of unemployment causes your household income to be within the eligibility guidelines.

7. **What if my income is not always the same?** List the amount that you normally earn. For example, if you normally earn $1000 each month, but you missed some work last month and only earned $900, put down that you earn $1000 per month. If you normally earn overtime, include it, but not if you only earn it sometimes.

8. **What if I have foster child(ren)?** Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Households may include foster children on the confidential income Statement, but are not required to include payments received for the foster child as income. Households wishing to apply for such benefits for foster children should contact **The YMCA of Klamath Falls, 1017 Donald Street, Klamath Falls, OR 97601..**

9. **We are in the military; do we include our housing and supplemental allowances as income?** If your housing is part of the Military Housing Privatization Initiative and you receive the Family Subsistence Supplemental Allowance, do not include these allowances as income. Also, in regard to deployed service members, only that portion of a deployed service member's income made available by them or on their behalf to the household will be counted as income to the household. Combat Pay, including Deployment Extension Incentive Pay (DEIP) is also excluded and will not be counted as income to the household. All other allowances must be included in your gross income.

10. **Centers charging for meals only (Pricing programs only). Will the information I provide be verified?** Maybe. We may ask you to send written proof to verify the information you submitted on the form. **What if I disagree with the decision about the information I complete on this form?** You should talk to your sponsoring organization. You may ask for a hearing by calling or writing to: **USDA (503) 947-5888.**

In the operation of child feeding programs, no person will be discriminated against because of race, color, national origin, sex, age or disability.

If you have other questions or need help, call **541-887-2512.**

Sincerely,

The YMCA of Klamath Falls

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OMER Roster Number ________

Child and Adult Care Food Program CHILD ENROLLMENT FORM

Child Care Centers/Head Start Programs

____

CACFP Sponsor Name/Site Name

TO BE COMPLETED BY PARENT/GUARDIAN ONLY

The CACFP reimburses centers for serving nutritious, well-balanced meals and snacks to children in care.
Complete the following chart for all children in care. Sign, date, and return to the center. Use additional forms, as needed.
Parents/guardians of all infants must complete the Infant Formula Selection section.

Children's Names	Normal Hours in Care: Enter the time your child usually *arrives* each day.	Normal Hours in Care: Enter the time your child usually *leaves* each day.	Normal Meals and Normal Days in Care
Last:			**Normal Meals While in Care** Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐
First	______ Time ☐ AM ☐ PM	______ Time ☐ AM ☐ PM	**Normal Days of the Week in Attendance** Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐
Last			**Normal Meals While in Care** Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐
First	______ Time ☐ AM ☐ PM	______ Time ☐ AM ☐ PM	**Normal Days of the Week in Attendance** Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐
Last			**Normal Meals While in Care** Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐
First	______ Time ☐ AM ☐ PM	______ Time ☐ AM ☐ PM	**Normal Days of the Week in Attendance** Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐
Last			**Normal Meals While in Care** Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐
First	______ Time ☐ AM ☐ PM	______ Time ☐ AM ☐ PM	**Normal Days of the Week in Attendance** Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐

Parent/Guardian Print Name: ______________________________ Date __________

Parent/Guardian Signature: ______________________________

INFANT FORMULA SELECTION: Complete if any child listed above is an infant under one year of age

This center provides ______________________ (list brand) iron fortified infant formula.

Check one:
☐ I accept the center provided formula
☐ I decline the center provided formula
I understand that by declining the center provided formula, I agree to provide breast milk or formula for my child.
If I provide formula it must be on the approved formula list for the center to be reimbursed for the meal.

***Updates*:** *(annual at a minimum)*	The parent/guardian signing this form certifies that the enrollment information is correct. If information has changed, the parent/guardian has written the appropriate changes on the form and initialed the change. ***If there are many changes, please complete a new form.***	
First Update	*Parent/Guardian Signature*	*Date*
Second Update	*Parent/Guardian Signature*	*Date*
Third Update	*Parent/Guardian Signature*	*Date*
Fourth Update	*Parent/Guardian Signature*	*Date*

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OMER Roster Number _____

2021-2022 CONFIDENTIAL INCOME STATEMENT – Child Care Centers/Family Day Care Providers

INSTRUCTIONS:

- If your household received SNAP, TANF or FDPIR, complete parts 1-3, and 5; part 6 is optional.
- If you do not receive these benefits and your income is below the guidelines (back) complete parts 1, 2, 4, and 5; part 6 is optional.
- If you are applying for a FOSTER CHILD only, complete parts 1, 2, and 5; part 6 is optional.

Any income fields left blank will be counted as zeros. Please be careful that you meant to leave income fields blank.

1 HOUSEHOLD INFORMATION

Print name of person completing this application (Last name, First name)

_____
Name Print

_____
Mailing Address – Apt #

_____
City State Zip

Home Phone or Cell Phone (Circle One)

_____
Work Phone

_____
➔ Number living in this household _____
(Write names of all household members on part 2 and/or part 4 of this form)

2 CHILD INFORMATION – (Names of Your Children *Enrolled* in Child Care)

Child's Name (Legal Last name, First name)	Birth Date	Age	Check if Foster Child (placed by welfare agency or court) If only foster care child(ren) see instructions above
1.			☐
2.			☐
3.			☐

3 PUBLIC BENEFITS Indicate which benefits your household currently receives, and list case number, if any:

Name: _____ Case Number: _____

- ☐ SNAP (Supplemental Nutrition Assistance Program) (*Oregon Trail Card number not acceptable*)
- ☐ TANF (Temporary Assistance to Needy Families) (*Employment Related Day Care does not qualify*)
- ☐ FDPIR (Food Distribution on Indian Reservations)

4 HOUSEHOLD MEMBERS & GROSS MONTHLY INCOME – if not monthly, see back for conversions

	Column 1 List all household members, including children not attending school, and income. Do not include children listed in part 2, unless they receive regular income. (*Last name, first name*)	Column 2 MONTHLY INCOME (Total earnings & wages before deductions)	Column 3 MONTHLY CHILD SUPPORT, WELFARE, ALIMONY RECEIVED	Column 4 MONTHLY PENSIONS, SOCIAL SEC., RETIREMENT, SSI, VA	Column 5 OTHER MONTHLY INCOME -Including unemployment and workers comp.	Column 6 Check if No Income
1.						☐
2.						☐
3.						☐
4.						☐
5.						☐
6.						☐
7.						☐

5 SIGNATURE, DATE and Last four numbers of SOCIAL SECURITY NUMBER (Adult must sign)

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.

Signature of Adult Household Member

X _____

Date Signed

_____
Month/day/year

Social Security Number
(See privacy statement on back)

XXX-XX - __ __ __ __

☐ **I do not have a Social Security Number.**

6 RACIAL OR ETHNIC GROUP (OPTIONAL)

Mark one ethnic identity:
- ☐ Hispanic or Latino
- ☐ Not Hispanic or Latino

Mark one or more racial identities:
- ☐ Asian
- ☐ American Indian & Alaskan Native
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ Black or African American
- ☐ White
- ☐ Other

SPONSOR USE ONLY - DO NOT WRITE BELOW THIS LINE

Total Income:_____ Number in Household:_____

Centers

Eligibility : ☐Free ☐Reduced Price ☐Above Scale

FDCH

☐Tier 1 ☐Tier 2

Eligibility based on : ☐SNAP ☐TANF ☐ FDPIR ☐Household Income ☐ Foster Child

Notes: _____

Determining Official's Signature :_____

Date_____

Second Check Signature: _____ Date_____

DETERMINING MONTHLY INCOME FOR EARNINGS & WAGES

Monthly income for all household members must be reported in Section 4 of this application. Income means any money regularly received from work, child support, alimony, pensions, retirements, social security or any other source. Exclude student/school loans. Money received from a business or farm owned by you should be reported as "net income". *Net Income is defined as the total income left after business and farm operating expenses are subtracted from gross receipts.*

Homeless, migrant and runaway youth are categorically eligible for free meals.

Household members who are not paid monthly should change earnings into monthly income by doing the following:

Household members who are paid every week: Multiply total earnings and wages for one pay period, before deductions, by 52. Then divide by 12. The resulting amount is the total monthly income.

Household members who are paid every 2 weeks: Multiply total earnings and wages for one pay period, before deductions, by 26. Then divide by 12. The resulting amount is the total monthly income.

Household members who are paid twice a month: Multiply total earnings and wages for one pay period, before deductions, by 24 then divide by 12. The resulting amount is the total monthly income.

Household members who are seasonal workers or work less than 12 months: Project annual rate of income to accurately represent actual circumstances then divide by 12. The resulting amount is the projected monthly income.

FEDERAL INCOME GUIDELINES

Your children may qualify at least for reduced price meals if your household income falls within the limits of this chart.

	Reduced Price Meals				
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
-1-	23,828	1,986	993	917	459
-2-	32,227	2,686	1,343	1,240	620
-3-	40,626	3,386	1,693	1,563	782
-4-	49,025	4,086	2,043	1,886	943
-5-	57,424	4,786	2,393	2,209	1,105
-6-	65,823	5,486	2,743	2,532	1,266
-7-	74,222	6,186	3,093	2,855	1,428
-8-	82,621	6,886	3,443	3,178	1,589
For each additional family member add	8,399	700	350	324	162

PRIVACY STATEMENT - SOCIAL SECURITY NUMBERS and OTHER INFORMATION

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 your child for free or reduced price meals. You must include the last 4 digits of the social security number of the adult household member who signs the application. The last 4 digits of 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 case number or Food Distribution Program on Indian Reservations (FDPIR) identifier for your child 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 your child is eligible for free or reduced price meals and for administration and enforcement of the lunch and breakfast programs. We **may** share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs; auditors for program reviews; and law enforcement officials to help them look into violations of program rules. We may share the information on this form with Medicaid or the State Children's Health Insurance Program (SCHIP), unless you tell us not to. The information, if disclosed, will only be used to identify eligible children and seek to enroll them in Medicaid or SCHIP.

NON-DISCRIMINATION STATEMENT

This explains what to do if you believe you have been treated unfairly. 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.ascr.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

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