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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

DISCOUNTS
AVAILABLE FOR:
YMCA MEMBERS,
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GREATER WICHITA YMCA

KEY Academy

UNLOCKING POTENTIAL THROUGH

KNOWLEDGE | ENRICHMENT | YOUTH DEVELOPMENT

**BEFORE/AFTER SCHOOL PROGRAM
2019-2020 ACADEMIC YEAR**

ymcawichita.org/KEY

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ADDITIONAL DOCUMENTS

KEY Academy Parent Information and Program Policies | ymcawichita.org/key

KEY Academy Electronic Enrollment Form | ymcawichita.org/key

Fun Club Enrollment Forms (School Day Out and Break Camps) | ymcawichita.org/funclub

GREATER WICHITA YMCA BEFORE/AFTER SCHOOL PROGRAMS

KEY ACADEMY OVERVIEW

When school is out, you can trust the Y to provide an engaging experience for children in their own school. The Greater Wichita YMCA's KEY Academy allows children to deepen understanding of and relationships with their schoolmates through active play and collaboration on fun, engaging projects. The inclusion of a healthy breakfast in the morning, snack in the afternoon, and support for homework and learning ensure a well-rounded program.

Key Academy is owned and operated by the Greater Wichita YMCA as a school age program within the Child Care and Camp branch of the association. The KEY Academy program is licensed by the Kansas Department of Health and Environment (KDHE) and open to children, regardless of YMCA membership status.

KEY Academy programs serve elementary youth aged 5 to 12 in over 20 school sites across six local school districts. AM sessions, where available, begin at 6:30AM and end with staff dismissal of kids at the start of the school day. Afternoon sessions begin when students arrive after school is dismissed and close at 6:00PM.

See a full list of participating schools on page 11 of this document.
Register TODAY – space is limited.

FUN CLUB OVERVIEW

Need a fun and safe place when school is out of session? Check out the Greater Wichita YMCA Fun Club School Day Out – for one-day, scheduled school breaks and Break Camps – for week-long school breaks offered at select Key Academy locations and Greater Wichita YMCA Branches. Separate registration is required for Fun Club. Find dates, locations, and registration forms online at ymcawichita.org/funclub.

NEW FOR 2019-2020

- AutoDraft is available through credit or debit cards.
- Fees are due by 10:00PM the Monday BEFORE the week of service. Learn more about these policy changes at ymcawichita.org/KEY or by emailing childcare@ymcawichita.org.

KEYS TO SUCCESS IN SCHOOL AND LIFE

The Greater Wichita YMCA's Before and After school programs are specifically designed to provide kids a safe, welcoming place before and after the school bell while nurturing self-confidence and encouraging exploration of the world around them. The program empowers success today and tomorrow by supporting academic achievement, fostering health and wellness, and instilling positive social and emotional skills through:



**LITERACY/READING
DEVELOPMENT**



**PHYSICAL FITNESS
AND ACTIVITY**



**STEM-BASED
CURRICULUM**



**ART AND CULTURE
EXPLORATION**



**FAMILY
ENGAGEMENT**



**NUTRITIONAL
EDUCATION**



**HOMEWORK
SUPPORT**



**SOCIAL AND
EMOTIONAL GROWTH**



**CHARACTER
DEVELOPMENT**

KEY ACADEMY CONTENT AND DAILY ACTIVITIES

When participating in Greater Wichita YMCA KEY Academy programs, your child will think they are simply having fun, but you'll have the peace of mind knowing they are not only expanding their minds and social skills but developing lifelong healthy habits. Enrolled Kindergartners through students, age 12, will benefit from:

PHYSICAL ACTIVITY

- Youth in enrolled in our AM sessions participate in 20-30 minutes of morning exercise from yoga to calisthenics they are moving, getting the body and mind active for a great start to the day. When they head to class they are energized and ready to learn.
- Afternoon session include 30-45 minutes of active play daily. Student participates in planned physical games and activities that teach team work and good sportsmanship. Weather permitting children spend time outdoors daily.

HEALTHY EATING

- All KEY Academy program sites participate in the Child and Adult Care Food Program and include a healthy breakfast (AM) and snack (PM) in program enrollment fees.

Y-CHATS

- Daily opportunities for youth and adults to connect and "chat" are skillfully designed and planned to help kids develop self-awareness, self-management, social-awareness, relationship skills, and responsible decision-making.
- Chats are schedule in advance. Parents are encouraged to track themes and monthly calendars (see page 6) for insights on area of focus and monthly questions so they can continue the conversation at home.

HOMEWORK SUPPORT

- KEY Academy staff set aside 30 minutes, each Monday-Thursday afternoon for quiet activities and to support those with homework and assignment completion.

- Study time reinforces positive learning habits and can allow more family time each evening.

ENRICHMENT ACTIVITIES – AFTERNOON DISCOVERY CLUBS

This year's "BIG IDEAS!" topics (see page 6) have been expanded to capture and keep kids interest. Students will spend four-to-eight weeks exploring each topic to allow more time for learning, and expanded, activity-based exploration including perspectives kids have maybe not yet discovered.

- Discovery Club Every Tuesday and Thursday afternoon, time is allocated for a deep dive into the current BIG IDEA! Topic. Students will participate in STEM projects, explore different artists and mediums, share musical and dramatic talents, celebrate the world around them, and learn how to be a part of a team.
- Character Education and Leadership Development, Monday and Wednesday afternoon sessions, focus on considering BIG IDEA! topics in the context of personal perspective and growth with the YMCA's four core values: Respect, Responsibility, Caring, and Honesty.

BUILDING COMMUNITY

- Considered in every activity and interaction within Key Academy programs, day-to-day interactions and team building activities with peers and Y staff focus on growing positive relationships and skills to avoid, minimize the frequency of-, and more-quickly resolve conflict.



KEY Academy

THEMES/BIG IDEAS!

As outlined on page 5, Key Academy activities build on themes – or BIG IDEAS! – that are chosen to ensure all kids can participate and benefit from participation and to keep daily content new, fresh, and exciting. 2019–2020 academic year themes include:

BUILD YOUR TRIBE SESSION 1 | AUGUST

The school year begins with program expectations being set through relationship- and team-building and fun activities that foster interaction.

FULL “STEAM” AHEAD SESSION 2 | SEPTEMBER, OCTOBER

Science, technology, engineering, art, and math (the STEAM subjects) are explored from a perspective of how they advance our world.

EXPRESS YOURSELF SESSION 3 | NOVEMBER, DECEMBER

Participants unleash and share their creativity while learning to showcase their true selves through art, dance, drama, and more.

YOU ARE WHAT YOU EAT SESSION 4 | JANUARY, FEBRUARY

Students will learn about nutrition and how food choices – good and bad – can impact their health today, tomorrow, and for life.

DISCOVER THE WORLD AROUND YOU SESSION 5 | MARCH, APRIL

Just in time for Earth Day, children will look at the world around them including endangered animals, pollution and recycling, and more.

SUMMER LUVIN’ SESSION 6 | MAY

The year ends with activities, shared memories, and discussion of summer plans, options, and fun activities that get kids ready for summer.

PARENT CALENDARS KEEP EVERYONE INVOLVED

Each Key Academy staff offers a complete calendar – with all themes, activities, schedule changes, and information parents could want or need to stay informed. Parents can get copies of each site’s calendar from staff or by contacting the Greater Wichita YMCA Child Care and Camp administrative office (see page 12 for contact information).

SAFETY AND QUALITY MATTER PROGRAM, STAFF, AND LICENSING DISCLOSURES

HIRING THE BEST EXPERIENCED

All KEY Academy Staff:

- Are established child care providers – averaging 4+ years of relevant experience
- Meet-or-exceed the minimum KDHE requirements for education and experience

WELL-TRAINED

The Greater Wichita YMCA provides KEY Academy Staff with:

- 16+ annual hours of training and in-service development
- Training in Pediatric CPR and AED usage and First Aid
- Supervision and behavior management training
- Tools for recognizing, preventing, and reporting child illness and child abuse
- All YMCA employees have a Comprehensive Background Checks to ensure the safety of all program participants
- Kansas Bureau of Investigation and Federal Bureau of Investigation Name and Fingerprint Database Checks are conducted by KDHE

ROLE MODELS

KEY Academy Staff are positive, caring adults that:

- Appropriately engage, challenge, and nurture students to challenge every child’s potential
- Exemplify and personify our YMCA Core Values (Respect, Responsibility, Caring, and Honesty)

LICENSED TO SERVE CHILDREN IN KANSAS

KEY Academy programs are licensed by the Kansas Department of Health and Environment (KDHE) and contract with the State of Kansas’ Department of Children and Families (DCF).

ENROLLMENT PROCEDURES

Enrollment in KEY Academy for the 2019–2020 academic year opens on Monday, July 8, 2019. To enroll your child, follow these five easy steps:

STEP ONE

Visit ymcawichita.org/KEY to find and learn more about program sites and to review parent information, policies, and pricing.

STEP TWO

Start your enrollment process online – including all required KDHE paperwork* – at ymcawichita.org/KEY.

STEP THREE

Complete registration forms including program site and service schedule preferences and calculating weekly participation fees.

STEP FOUR

Review payment options, including income-based financial assistance and finalize enrollment. (ymcawichita.org/assistance)

STEP FIVE

Take complete enrollment packets to any Greater Wichita YMCA branch to secure your space. (ymcawichita.org/locations)

* Complete KDHE Paperwork is required for KEY Academy participation. KDHE paperwork from other/previous Greater Wichita YMCA programs (2018–2019 academic year Key Academy, Summer Camps, etc.) is NOT applicable to satisfy this requirement.

GREATER WICHITA YMCA KEY ACADEMY 2019-2020 ACADEMIC YEAR ENROLLMENT FORM

MUST complete for EACH CHILD and present form(s) in person at any Greater Wichita YMCA branch location. Additional forms and information are available at Greater Wichita YMCA branches or ymcawichita.org/key.

PARTICIPANT'S NAME _____

ID# _____

FUN CLUB (SCHOOL DAY OUT) PARTICIPANT ONLY
See Page 6 or ymcawichita.org/funclub for more information

SCHEDULE OF SERVICE

START DATE ___/___/___	ANTICIPATED TIMES (REQUIRED)	KEY Site: _____	2019-2020 WEEKLY FEES										
			M	Tu	W	Th	F	1-2 days/wk*		3+ days/wk			
BEFORE SCHOOL (Breakfast included)	Arrival:	(Must be 12-years-old, or younger, to enroll. Unless otherwise noted, student <i>must</i> attend at school where they are enrolled.)											
	Departure: School Day Starts							\$30	\$35	\$50	\$55		
AFTER SCHOOL (Snack included)	Arrival: School Day Ends												
	Departure:								\$35	\$40	\$55	\$60	
BEFORE AND AFTER SCHOOL (Breakfast and snack included)	Arrival:												
	Departure:									\$45	\$50	\$65	\$70

*must register/pay-for same days each week

I have been awarded Greater Wichita YMCA Child Care and Camp Branch Income-Based Financial Assistance. **REQUIRED** - Rate Reduction _____ %
 Apply \$5/WEEK SIBLING DISCOUNT to weekly fees. **REQUIRED** - KEY Academy-Enrolled sibling's name: _____

TOTAL WEEKLY FEE (due 10PM CT each Monday prior to the week of service) PAYABLE BY AutoDraft Money Order Cash _____ \$ _____

PAYMENT DUE AT ENROLLMENT/REGISTRATION

ENROLLMENT FEE (\$30/Child NON-REFUNDABLE, NON-TRANSFERABLE Annual Enrollment Fee):	2019-2020 KEY/FC	\$ 30
FIRST WEEK OF WEEKLY FEES (Cannot be paid by AutoDraft):		\$ _____
FUNCLUB PAYMENT (NON-TRANSFERABLE):		\$ _____
TOTAL FEES AND PAYMENT DUE AT REGISTRATION PAYABLE BY <input type="checkbox"/> Cash <input type="checkbox"/> Credit/Debit Card <input type="checkbox"/> Check/Money Order:		\$ _____

TERMS OF AGREEMENT

- Your signature confirms your agreement with the following:
- I/We understand that the YMCA reserves the right to dismiss any participant if they or their parent/guardian fails to comply with policies and procedures of the program.
 - I/We the below signed person/parent(s) having legal custody/legal guardianship of said minor, give permission for said minor to attend any YMCA program activities supervised by authorized YMCA staff. Said minor is physically able and mentally prepared to participate in all activities, including nutrition and wellness curriculum.
 - I/We have read and understand the Parent Information and Policies including, but not limited to: YMCA KEY Academy days, hours of operation, behavior management policies, and information about enrolling a child with special needs. I/We shall abide by said policies and procedures and will review with my/our child prior to participation in the program. Full policies are available at KEY Academy sites and online at ymcawichita.org/key.
 - I/We understand that written notice of intent to exit the program is required a MINIMUM OF TWO WEEKS IN ADVANCE. If adequate notice is not given, I/we understand that two weeks of full payment will be billed to my/our account even though my/our child is not in attendance. If I/we choose to return to the program, I/we understand availability is not guaranteed.
 - I/We understand that payments for KEY Academy can be made online, via AutoDraft (bank or card autopayment), or at any Greater Wichita YMCA branch. Payments cannot be accepted at the school or KEY location.
 - I/We agree to pay the above stated weekly fees by 10PM on the Monday prior to the week of service during my/our child's enrollment in the KEY program. Failure to make timely payments may result in dismissal from the program. A \$10 late payment fee will be applied for each week that a payment is missed. All returned drafts/checks will be assessed a \$20/instance charge for returned/refusal to pay items in addition to applicable late/bank fees. A money order may be required for future payments.
 - I/We understand that my/our child departs the KEY AM sessions at the school bell and arrives independently to the PM session after school dismissal. My/our child must be accompanied by a parent/guardian upon arrival at AM sessions and must be signed out by an authorized adult from PM sessions.
 - I/We release the Greater Wichita YMCA, its staff, and participating school districts from all claims of injury which may be sustained by enrolled child while participating in any YMCA-sponsored activity, whether caused by the negligence of the YMCA or otherwise. If medical attention is required, I give my permission for such medical care.
 - I/We do hereby authorize the YMCA and YMCA staff to transport said minor in YMCA bus, van, car, staff car or other vehicle to/from the site for daily transportation and/or field trips, emergency care, etc.

SIGNATURE (Parent, Legal Guardian, Legal Custodian) _____ / DATE _____

IMPORTANT: Retain a copy of this enrollment form and receipt of payment. Weekly fees are based on the above schedule. Fees will not be prorated for absences, in-service days, conference days, holidays, or school cancellations. Find full list of policies, billing information, payment methods and more at ymcawichita.org/key.

FOR OFFICE USE ONLY

DATE RECEIVED ___/___/___ SPECIAL INSTRUCTIONS _____

TIME RECEIVED ___:___ AM / PM

STAFF INITIALS: _____

STAFF SIGNATURE _____

DATE _____/_____/_____

PROGRAM FEE AUTODRAFT PLAN

The KEY Academy weekly program fee (draft) amount indicated above will be automatically deducted from/charged to my (check one):

- BANK ACCOUNT (Checking, Savings)
 CARD (Credit, Debit)

This AutoDraft payment plan is a continuous program, however is not designed to exceed the program's end date of ___/___/___.

STATEMENTS OF UNDERSTANDING

I UNDERSTAND THAT:

- If I wish to exit the KEY Academy program and/or discontinue the agreed weekly draft amount before the program's end date (above), I must notify the Greater Wichita YMCA in WRITING (CHILD CARE@YMCAWICHITA.ORG) TWO (2) WEEKS PRIOR TO THE FINAL DRAFT.
- Should any transfer/AutoDraft not be honored by my provided financial institution/card issuer for any reason I am responsible for that payment PLUS any/all applicable service fees assessed.
- KEY Academy program rates are subject to change and I will be notified, in writing, prior to fee adjustments.
- It is my responsibility to notify the Greater Wichita YMCA of any changes to my above-provided payment method prior to the next weekly AutoDraft of fees.
- It is my responsibility to notify the Greater Wichita YMCA of any changes to my address, phone number, email address, or other provided contact information.
- Enrolled children will be denied KEY Academy/Fun Club access and services until any/all balance(s) due are paid.
- My Credit card information may be updated with "Account Updater Services" offered by Card Networks.
- The voided check provided with this enrollment form is for information purposes only.

PARENT/GUARDIAN/CUSTODIAN INITIALS: _____

Accept my signature below as authorization to begin weekly AutoDrafting of indicated fees.

RELATIONSHIP (CHECK ONE):

Parent ___ Legal Guardian ___ Legal Custodian ___



2019-2020 KEY ACADEMY LOCATIONS

Students, unless otherwise noted or approved, must attend and participate in KEY Academy activities at the school where they are enrolled. Some KEY Academy sites serve two elementary schools within a district (as indicated below).

The Greater Wichita YMCA offers Fun Clubs during single-day or partial-week school outages (excluding Thanksgiving Day) for students enrolled in partner schools either at school sites or select Greater Wichita YMCA Branch Locations on days when ten-or-more students enroll for participation.

During longer breaks (winter and spring breaks) Fun Club offers week-long activities (excluding Christmas Day and New Year's Day) for any and all elementary-aged students, 5 to 12-years-old.

KEY Academy participation is not REQUIRED for Fun Club participation. School district-specific registration forms (for School Day Out programs) and general enrollment forms for Break Camp are available at ymcawichita.org/funclub.

SCHOOL DAY OUT FEES

- \$10/Day/Child (KEY Academy Participants)
- \$25/Day/Child (Children of Partner/Host School District Employees)
- \$25/Day/Child (Children Members of the Greater Wichita YMCA)
- \$35/Day/Child (All Other Children)

WINTER AND SPRING BREAK CLUB FEES

- \$20/Day/Child

Learn more about Greater Wichita YMCA Fun Clubs including additional information, locations for programming, available dates of service, costs, registration forms, and more online at ymcawichita.org/funclub.

KDHE Paperwork and advanced registration is required for all Fun Club participants and spots are limited so register NOW.

OTHER ACTIVITIES FOR SCHOOL-AGED KIDS

Did you know that the Greater Wichita YMCA is the region's largest provider of child care, before- and after-school support, camp programs, youth sports, and swim lessons – among other things?

Find to check out other programs, activities, and options we offer your school-aged child(ren) – including the cost-saving benefits extended to YMCA Members enrolled in KEY Academy and other options including, but not limited to:

- Mom's Day Out and Parent's Night Out | ymcawichita.org/respite
- Youth Sports | ymcawichita.org/sports
- Swim Lessons | ymcawichita.org/swimlessons

ANDOVER PUBLIC SCHOOLS (USD 385)

Cottonwood Elementary | AM/PM Service
 Martin Elementary | AM/PM Service
 Meadowlark Elementary | AM/PM Service
 Prairie Creek Elementary | AM/PM Service
 Sunflower Elementary | AM/PM Service
 Wheatland Elementary | AM/PM Service

GODDARD PUBLIC SCHOOLS (USD 265)

Amelia Earhart Elementary (Also Serving Oak Street*) | AM/PM Service
 Apollo Elementary | AM/PM Service
 Clark Davidson Elementary | AM/PM Service
 Explorer Elementary | AM/PM Service

MAIZE PUBLIC SCHOOLS (USD 266)

Maize Central Elementary | AM/PM Service
 Maize Elementary (Also serving Maize Vermillion*) | AM/PM Service
 Maize Pray Woodman Elementary | AM/PM Service
 Maize South Elementary | AM/PM Service

RENWICK PUBLIC SCHOOLS (USD 267)

Garden Plain Elementary | PM Service
 St. Mark's Elementary | AM/PM Service

VALLEY CENTER PUBLIC SCHOOLS (USD 262)

Abilene Elementary | AM/PM Service
 Wheatland Elementary (Also serving West Elementary*) | AM/PM Service

WICHITA PUBLIC SCHOOLS (USD 259)

Beech Elementary | AM/PM Service
 Caldwell Elementary | PM Service
 Mueller Elementary | AM Service
 Ortiz Elementary | AM Service

* Select school districts provide service to students attending one elementary school to be served at another elementary school, as indicated above. In these instances, the school district provides and is solely responsible for transportation to/from school sites. The Greater Wichita YMCA does not provide transportation for KEY Academy students nor does KEY Staff facilitate bus transfers or logistics and is not responsible for transportation-related considerations. Parents should contact school district staff for transportation information, questions, or concerns. Parent/guardian shall be responsible for communicating participation and transportation arrangements to all parties.

The Greater Wichita YMCA's Child Care and Camp branch is an inclusive organization of men and women focused on nurturing the potential of every child. We know that lasting personal and social change comes through trust, collaboration, and a community strengthened by YOUTH DEVELOPMENT, HEALTHY LIVING, and SOCIAL RESPONSIBILITY. Learn more at ymcawichita.org/childcare

GREATER WICHITA YMCA MISSION

To put Christian principles into practice through programs that promote healthy lifestyles, strong families, and positive youth development to build healthy spirit, mind and body for all, regardless of the ability to pay. Learn more at ymcawichita.org/mission.

NEW FOR 2019-2020

- AutoDraft is available through credit or debit cards.
- Fees are due by 10:00PM the Monday BEFORE the week of service.
Learn more about these policy changes at ymcawichita.org/KEY or by emailing childcare@ymcawichita.org.

ADMINISTRATIVE OFFICES
Greater Wichita YMCA,
Child Care and Camp Branch
402 N. Market Street,
Wichita, KS 67202

Branch Director:
Andrea Eliot | 316.776.8241
Senior Program Director:
Jon McReynolds | 316.776.8243
Program Enrollment Support:
Child Care Accounts | 316.776.8842

DON'T MISS OUT –

KEY Academy Registration opens
Monday, July 8, 2019 and limited spots
are available. **REGISTER TODAY.**



**YMCA, 402 N. MARKET
WICHITA, KS 67202**
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