



FOR YOUTH DEVELOPMENT[®]
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CHILD DEVELOPMENT CENTER

ENROLLMENT GUIDE AND FORMS PACKET
2020-2021 ACADEMIC YEAR

ymcawichita.org/CDC



CDC ENROLLMENT

For enrollment consideration you must complete all forms in this packet for each child (one set per child) you wish to enroll.

ENROLLMENT REMINDERS

- Only fully-completed Enrollment Forms will be reviewed and processed.
- Completed Enrollment Forms can only be submitted IN PERSON at the CDC site at which you want to enroll your child(ren). Forms cannot be submitted digitally (online/email), by fax or mail, nor at Greater Wichita YMCA branch locations or the Child Care and Camp Branch administrative office.
- Eligible Enrollment Forms are processed in the order in-which they are received.
- Selection for enrollment is based on available space and under priority considerations (see Program Policies and Parent Information, available at ymcawichita.org/cdc).
- CDC staff will directly contact parents/guardians of children selected for enrollment to discuss weekly fees, finalized a required pay agreement, and to formalize the child's participation start date.
- All initial fees (required, \$25/child annual enrollment fee and the first week of non-refundable, non-transferable fees) must be paid, in-full, seven-or-more days before a child can begin program participation.



REGISTRATION CHECKLIST

Please remember that incomplete forms will not be accepted nor considered for admission. Before submitting your packet for review please ensure you:

- Completed one, full set of forms for EACH CHILD to be considered.
- Provided FULL information for parents/guardians, physicians, and emergency contacts
- Specified desired Child Development Center (CDC) site and requested start date
- Read, agree with, signed, and dated the Terms of Agreement form
- Specified hospital and emergency medical care preferences and outlined custodial information and emergency medical care authorizations and had authorization form signed by an appropriate, present witness (CCL010)
- Listed dates for and provided proof of all required immunizations and latest Tetanus (DPT) shot
- Clarified all applicable medical conditions on medical records form (CCL029)
- Included all requested and applicable health insurance information, as instructed
- Scheduled additional time on the day of service to complete the required payment agreement with the Greater Wichita YMCA
- Downloaded and review CDC Program Policies and Parent Information document (available, separately, at ymcawichita.org/cdc)

CHILD DEVELOPMENT CENTERS

Child Development Centers (CDC) are an offering of the Child Care and Camp branch of the Greater Wichita YMCA, working in partnership with Wichita Public Schools (USD 259). All CDC programs are owned and operated by the YMCA and located on select high school campuses. The Greater Wichita YMCA is the largest provider of licensed child care in south central Kansas, the staff oversees child care and camp programs throughout the region including 21 schools-based latchkey programs (KEY Academy), 11 early childhood settings, and 10 summer camp sites. For more information on other YMCA Child Care and Camp programs contact our administrative offices.

2020-2021 CDC / USD 259 LOCATIONS*:

EAST HIGH SCHOOL

2301 E. Douglas Avenue, Wichita, KS 67211 | 316.976.7122

HEIGHTS HIGH SCHOOL

5301 N. Hillside St. Wichita, KS 67219 | 316.973.1425

NORTH HIGH SCHOOL

1437 Rochester, Wichita, KS 67203 | 316.973.6337

NORTHWEST HIGH SCHOOL

1220 N. Tyler Road, Wichita, KS 67212 | 316.973.6037

SOUTH HIGH SCHOOL

701 West 33rd St South, Wichita, KS 67217 | 316.973.5494

SOUTHEAST HIGH SCHOOL

2641 South 107th St East, Wichita, KS 67201 | 316.973.2757

WEST HIGH SCHOOL

820 South Osage, Wichita, KS 67213 | 316.973.3635

GREATER WICHITA YMCA

CHILD CARE AND CAMP ADMINISTRATIVE OFFICES

402 N. MARKET STREET, 2ND FLOOR, WICHITA, KS 67202

Branch Director: Andrea Eliot | 316.776.8241

Senior Program Director: Debbie Ogle | 316.776.8242

Program Director: Lisa Whalen | 316.776.8256

*Child Development Center phones will not be answered during Summer Break.
Please direct all enrollment questions to the CDC Program Director during this time.

For full Parent Policies and Information,
please visit ymcawichita.org/CDC.

ymcawichita.org/CDC

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