

Shine On

Pre-Kindergarten Fee Policies/Consent

When completing a Waitlist and Application Form, the time and date will be noted upon receipt, and reservations for spaces are accepted on a first-come, first-served basis. Programs have wait lists kept in sequence with priority given to siblings of children currently registered in a YMCA Child Care Program over new families. Please note there may be special circumstances in which other children, from families not currently registered in a YMCA Child Care Program, are also given priority on the waitlist. You can register for multiple site locations. Please only send in one waitlist request per site location.

- There is a non-refundable registration fee of \$25 due upon acceptance of a space. This fee is not applicable to be placed on a waitlist.
- **Orientation:** Once space is accepted, YMCA of NL Pre-K Orientations will typically be 3 shorter visits, the first with a parent or guardian attending, the remainder with the child by themselves, before starting full time in the program. Staff will reach out to set up an orientation period for your child. Payments will start at the beginning of the orientation period for the space.
- Fees are not reimbursed or reduced for days missed due to illness, emergency closures, or absences. I understand my fees are based on a daily rate calculated for the number of care days in each month including statutory holidays, YMCA observed holidays, and professional development days; I understand care may not be provided on these days.
- I agree to have pre-authorized payments withdrawn from my bank account on a bi-weekly basis on or about the 1st and 15th of each month. The YMCA will inform me of any changes to fees.
- YMCA Pre-K is a regulated child care program located in your child's school. The program is designed for children to attend for the year prior to their entry into Kindergarten. Waitlists remain open for all upcoming years with ongoing intake, so you may add your child's name at any time. Pre-K programs operate from September 1 to August 31 for children who are designated to attend Kindergarten in

the upcoming year. All children in the licensed Pre-K service are required to finish on August 31 of the year they are scheduled to attend Kindergarten.

- **Cancellation Policy**
- Fourteen days written/email notice is required to withdraw my child/ren from the program if withdrawing before August 31, if staying until August 31 payments will automatically stop. In lieu of notice fees for 14 days may be charged to my account. Please send written notice to the Pre-K Registrar via email at pre-k@nl.ymca.ca.

- **Refund Policy – Effective September 1, 2022**
 - Refunds after you withdraw from Child Care.
 - Fees incorrectly charged to you by the YMCA following the withdrawal of your child care program in accordance with the YMCA's Cancellation Policy will be fully refunded. **In such circumstances, please note that refunds will only be issued up to a period of six (6) months following the effective date of withdrawal.**
 - All refunds will be provided by Electronic Fund Transfer (EFT). The Provincial Registrar will forward an EFT form for you to complete. ***A refund cannot be processed until all of the above information is received. If there are delays in the provision of the information, the refund will be delayed.***
 - You understand that it is your responsibility to confirm with your financial institution that YMCA child care fees are no longer being deducted/charged following the withdrawal from child care.

- By providing my email address I consent to receiving the YMCA of Newfoundland and Labrador's newsletter and other commercial messages regarding the YMCA's products and services. Consent may be withdrawn at any time using the unsubscribe link at the bottom of the newsletter. [YMCA of Newfoundland and Labrador Privacy Statement](#).