



ECE PROGRAMS AT HEATHERWOOD

- The following rates apply to the YMCA of Snohomish County Heatherwood Early Childhood Education Program.
- A YMCA youth membership is included in the cost of tuition. If you already have a Family membership, the cost of a youth membership will be discounted from your program fee. See Member Services for details on upgrading to a family membership. Membership rates are subject to change.
- All registrations require a \$100 non-refundable registration fee per child.
- Breakfast, lunch, afternoon snack and evening snacks are served daily and are included in our fees. YMCA childcare at Heatherwood participates in the USDA food program a form will need to be renewed yearly.
- **Reserving Care and Waitlist Policy:** Because of limited availability, we are unable to “hold” a space for you in your child’s classroom if you have an extended period of absence. If you would like to reserve your child’s spot in a classroom, you must pay for that spot regardless of your child’s attendance. If you choose to forgo paying for your child’s spot there is no guarantee that we will have space for your child to attend when you return. If you have an extenuating circumstance, please let us know. We often enroll new families from a classroom waitlist. It’s free to be placed on the waitlist until we can guarantee a spot in a classroom. Once we’ve made the commitment to you that we will have space, we require the \$100 registration fee and ½ of your child’s first month of care (which will be credited to your account upon starting). These fees are non-refundable if you should choose to cancel care with us. Please see director if you are utilizing subsidy for payment.
- **Sibling discount:** Families with more than one child from the same household will be given a 10% discount on the lesser rate.
- **Active Military/School District Employee discount:** A parent/guardian that is Active Military or a School District employee in the State of Washington will be given a 20% discount. If you are currently on Financial Assistance (AFA), we are only able to offer the military/district discount OR financial assistance. If your scholarship amount is higher than 20%, you will remain on scholarship.
- All changes/withdrawals and vacation requests require written notice 15 days prior to the requested effective date if eligible. Please complete a Child Care Change Form to provide this notice or email the Director of the Program.
- **Vacation Policy:** Available for families who have been enrolled a minimum of 4 months, with a 50% refund for a maximum reimbursement of 2 weeks. Our year is based on September to August timeline.
- **Illness Policy:** 100% credit granted for day(s) missed due to illness. Must be accompanied by a doctor’s note.
- Credits will not be granted due to missing days for lack of attendance, including days missed for holidays and closure days. Part time participants having one of their days fall on a holiday or closure may not trade days. Holidays have been taken into consideration when developing fees. In addition, part-time slots are filled by two children attending on alternate days. Both children attending on the same day may cause the center to be put out of compliance with licensing standards related to adult to child ratios.
- Part time spaces are limited.

FULL DAY CHILD CARE PLAN

Child Care plans are paid in equal payments over 12 months.

CLASSROOM / AGE GROUP	5 DAYS	3 DAYS	2 DAYS
INFANT (6 weeks- 1 year)	\$1,872	\$1,394	\$1,024
WODDLER (1-2 years) TODDLER (2-3 years)	\$1,545	\$1,153	\$844
PRESCHOOL (3-4 years)	\$1,411	\$1,077	\$782
PRE-K * (4-5 years) Must be fully potty trained	\$1,343	\$1,039	\$753

***If your child enters Pre-k at age 3, the Preschool rate applies until their 4th birthday.**

OCCASIONAL CARE OPTION

- Available only to participants currently enrolled in the Heatherwood program.
- Occasional care space is limited and must be preapproved by the Director a minimum of 1 business day prior as it is not available in all classrooms and times.
- Occasional care must be paid for in advance at the branch or over the phone once authorized/preapproved.
- Care paid for but not used within one calendar year expires and will be voided without being credited.
- **Participants requiring multiple add-on days may be referred to another care option to best meet the needs of the family and the center.**

Occasional Care Rates/Day:		Facility Member
A	Infant Room	\$100.00
B	Woddler & Toddler Room	\$88.00
C	Preschool Room	\$86.00
D	Pre-K Room	\$81.00

PAYMENT METHOD OPTIONS

Bank Draft/

Credit Card draft: Automatic payment transfer is our preferred payment plan. Payments are due by the 25 of each month prior to receiving care. We offer automatic payments either via bank draft with a checking/savings account or a credit/debit card. Payments will draw automatically on the 25 of each month prior to care. We also offer split payments for household that prefer to split your monthly payment in two; the first draw is offered on the 10th and the second on the 25th of the month prior to receiving care. A bank draft authorization form must be completed and is offered as part of the registration packet or available at the branch. Child Care Bank Drafts take effect the second month of enrollment. The first month of enrollment is paid by cash, check or credit card.

Manual Pay: Child Care tuition payments made by check or cash are due by the 25 of each month prior to receiving care. If payment is not received, your child will not be eligible to attend on the 1st day of the month.

DEFINITION OF TERMS

Facility Member: Members that have joined the YMCA of Snohomish County for access to use the branch facilities. Facility memberships are either paid in full for the year or paid by monthly bank draft. There is no joining fee for youth memberships.

Holidays: Care is available on Martin Luther King Jr. Day. Participation on these days may be provided in an alternate classroom pending enrollment numbers.

Care is NOT available on New Year's Day, President's Day (staff training), Memorial Day, Independence Day, Labor Day, Veteran's Day (staff training), Thanksgiving, the day after Thanksgiving, Christmas Eve and Christmas Day. Programs close early on New Year's Eve. You will have advanced notice of any planned closure days.

Holidays have been taken into consideration when developing fees. Credits will not be granted due to missing days for lack of attendance, including days missed for holidays and closure days. Part-Time participants having one of their days per week fall on a holiday or closure may not trade days. EXAMPLES: When enrolled to attend on Monday, Wednesday, and Friday with either of the two Part-Time Options, and Memorial Day falls on Monday, your child may only attend on Wednesday and Friday of that week. This would be due to Memorial Day being a holiday that the Child Care Programs are closed. If your days are Tuesday and Thursday, your child's attendance that week may not be affected.

Program Shutdown: Programs may shut down for 1-3 days during the year for center preparation and staff continuing education training. Notice will be provided of the specific dates at least 6 weeks prior to the closures. Typical training days: Veteran's Day, President's Day.