



**MILL CREEK FAMILY YMCA EARLY CHILDHOOD EDUCATION
2023-2024 PROGRAM FEE OPTIONS**

ECE PROGRAMS AT HEATHERWOOD

The following monthly rates apply to the YMCA of Snohomish County Heatherwood Early Childhood Education Program.

CLASSROOM / AGE GROUP	5 DAYS A WEEK	3 DAYS A WEEK
INFANT (6 weeks- 1 year)	\$2,368	\$1,763
WODDLER / TODDLER (1-3 years)	\$1,955	\$1,459
PRESCHOOL (3-4 years)	\$1,785	\$1,363
PRE-K * (4-5 years) <small>Must be fully potty trained</small>	\$1,698	\$1,315

Occasional care rates/day:		
A	Infant Room	\$125
B	Woddler & Toddler Room	\$110
C	Preschool Room	\$106
D	Pre-K Room	\$100

ADDITIONAL INFORMATION

Program Registration:

Prior to attending the program, each child must enroll in the Early Learning Program. The enrollment process consists of completing the online pre-enrollment registration and completion of the WA State Certificate of Immunization Status (CIS). At least four full business days are required to process the registration before enrollment is finalized at which time attendance is permitted. All care options require a \$100 non-refundable registration fee per child.

Reserving Care & 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 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 1/2 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.

Occasional Care:

Occasional care is a service we provide to families who children are enrolled in the YMCA. Early Learning Program. It is a care on an irregular basis outside of the regular enrollment. Occasional care may not be available at all times as it is limited and must be preapproved by the Director of a minimum of 1 business day prior. Payment must be made in advance. 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. 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.

All Meals Included in Tuition:

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.

Withdrawals & Changes:

A 15-day written notice is required for all withdrawals or changes in care to be eligible for credit or refund if eligible. Please request a Child Care Change Form to provide this notice.

Vacation Policy:

Available for families who have 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. Please request a Child Care Change Form and it must be accompanied by a doctor's note. Must be done within 30 days of illness.

Membership:

A youth membership is included with enrollment in your Early Childhood Program option. If you have a Family Membership, you will receive a discount per month off your membership fee.

PAYMENT OPTIONS & DISCOUNTS**Monthly Payments:**

All child care tuition is due by the 25th of the month prior to receiving care. Methods of accepted payment are Visa, MasterCard, American Express, Discover, personal check, money order, bank draft, or cash (please do not send cash in the mail).

Automatic draft is our preferred payment method. Families have the option to pay in full on the 25th of each month prior to care or split their payments in two on the 10th and 25th of the month prior to care. Failure of parent/guardian to pay monthly fees will result in removal from care.

Sibling Discount:

A discount of 10% is given to families with more than one child enrolled in care. The discount is applied to the eldest child (ren) in care.

Active Military / School District 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 currently receive 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.

Financial Assistance:

The Y is for everyone. Please contact your local YMCA branch to inquire about Financial Assistance to help support the cost of care.

Subsidy for Child Care:

Our Early Childhood programs are licensed by Washington State DCYF (Dept. of Children, Youth, and Families) and accept state subsidy for child care. Co-pays are due by the 25th of month prior to care. DCYF Awards letter for the subsidy location your child will be attending must be received 15 days prior to your child's start date. If not received, you will be responsible for full payment of before and after school care. [SSPS numbers](#) are available on our website, at your local YMCA facility and in our Family Handbook. To change your Child Care Subsidy location, contact the DCYF Subsidy Contact Center at 1-844-626-8687 or send [this form](#) to Providerhelp@dcyf.wa.gov.

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 the following dates: Wellness Week, New Year's Day, President's Day (staff training), Memorial Day, Juneteenth (training day), Independence Day, Labor Day, Veteran's Day (staff training), Thanksgiving, and the day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve. You will have advanced notice of any planned closure days.

When the holiday falls on a Saturday, it will be observed on the preceding Friday. When the holiday falls on a Sunday, it will be observed on the following Monday

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. Scheduled shut-down days, holidays, and possible emergency closure days have been taken into consideration when planning fee schedules. Pro-rating and refunds will not be issued for closure days. This practice also applies to additional care hours/days that may arise.