Dear Parent/Guardian,

We are excited that you have selected the YMCA of San Diego County for your Child and Youth Development (CYD) needs! We realize that there are a number of factors that need to be considered to ensure a safe and positive experience for your child. The YMCA is committed to providing a valuable experience where children are able to meaningfully participate. We hope that this document clarifies our approach to inclusion and the processes we have in place to ensure a fun and quality CYD experience.

What is Inclusion in a CYD setting?
Inclusion is an interactive process between the family and the branch that sets into place a process to create a success plan for our participants. The goal is that the child is able to participate in the CYD program in the same manner as other children of comparable age.

Is this a good fit for my child?
Our goal is for all children to have successful experiences. By partnering with parents, understanding individual child needs, and providing reasonable accommodations, we are able to facilitate this success for many children with disabilities and special needs. We aim to facilitate each child’s ability to participate in a meaningful way, to follow YMCA safety and behavior guidelines, and to be in a large group without risk to themselves or others. If your child is able to do these things, Y CYD programs may be a good fit.

What if my child needs an Inclusion Leader?
Parents often request that a specific staff person be designated to facilitate their child’s participation in a large group setting, if their child might not otherwise be successful in this environment. We will consider requests for an Inclusion Leader while working with you to determine your child’s specific needs to be fully integrated into the program, with or without additional support. The determination for providing an Inclusion Leader will be based on a totality of circumstances, including but not limited to the child’s needs and staffing availability.

Who are the Inclusion Leaders?
The Inclusion Leaders are staff members who have been hired specifically for working with children who need additional assistance to successfully participate in the program. When designating a specific staff to help a child, the skills and experience of the staff are matched to the needs of the children. All CYD staff are CPR and First Aid certified, have received criminal background clearances and go through extensive staff training.
What if my child has behavior issues during program time?
We will work proactively with you and your child to address any behavior challenges. These challenges will be documented in standard Behavior Reports, Behavior Logs, and Journals and shared with you in a timely manner. All children participating in YMCA CYD programs, regardless of disability or special need, are expected to maintain appropriate behavior and are subject to the YMCA discipline policy and procedures. Disciplinary consequences may include having a parent/guardian pick up their child immediately, suspending a child from the program, or terminating a child from the program without refund, if necessary. Please see Family Handbook for full details on behavioral expectations.

How do I get started?
Prior to registration, a Request for Support Packet must be completed and submitted to the CYD Program Director, or director’s designee. This should be done as soon as possible. Next, the CYD Program Director, or director’s designee will set a time to review the information provided on the request form with the family and discuss available accommodations.

We will make every effort to include your child in our CYD Program and are excited to partner with you to facilitate your child’s success!

Sincerely,
The YMCA CYD Leadership Team
COMMITTMENT TO FULL INCLUSION

The YMCA of San Diego County, in keeping with our mission to help all people realize their fullest potential, welcomes all children to participate in all programs. To the extent it is reasonable to do so, the YMCA programs will provide services to children with disabilities or special needs in the same manner as services are provided for other children of comparable age. This is done by partnering with parents, understanding the child and providing reasonable accommodations. Each request for support is reviewed on a case-by-case basis.

This review will include the following steps:

- A YMCA Director, or director’s designee, will meet with the child and parent(s).
- The Director will assess the YMCA’s ability to facilitate meaningful participation in camp within reasonable cost.
- The Director will discuss the child’s needs with the program staff who will be supervising the child, including any reasonable accommodations that will be made without fundamentally altering the nature of the group program.
- Ongoing, regular communication with the child’s parent(s)/guardian will be maintained by staff while the child is enrolled in the program.
- The parent(s)/guardian will be informed without delay if a child’s participation cannot be accommodated because the needed accommodations are unreasonable or alter the nature of the program.
- The parent(s)/guardian will be informed without delay if a child’s participation cannot be accommodated right away due to staffing restrictions, but that there may be a possibility at a future date.
Request for Support

Section 1: The Logistics

Child’s Name
Age
Grade

Branch Request

Program Request

Family Information (Names, Address, Phone number, etc.)

Section 2: Understanding Potential Accommodations

How will your child do with a 1:10 or 1:14 ratio (ratio may be lower depending child’s age and program)?

Will your child need additional staff support to participate in our program safely?

Will your child need support beyond what is typically available for any of the following? If yes, please explain typical needs and how it is currently supported at home and/or school settings.

- Using the restroom
- Meal and snack times
- Getting around camp
- Staying within the set boundaries of a program area
- Language
- Emotional regulation
- Other

Section 3: Getting to know your camper

What are your child’s strengths?

What are the goals for their participation in this program?

Which activities does your child love?
Where else does your child participate in groups of 8-14?

Where in the program setting do you feel your child may struggle? What ideas do you have to support these areas?

What supports are currently in place to support your child’s participation in groups of 8-14?

What else is important for us to know about your child?

Who else may we contact that help with a success plan for your child?

Is your child a client of the San Diego Regional Center (SDRC)? If so, please provide your client ID number so we may contact SDRC regarding additional supports and strategies to assist your child.

**Section 4: Medical Considerations:**

Is your child currently taking any medications?

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<th>Name of Medication</th>
<th>Dosage and Frequency</th>
<th>Are there any potential Side Effects?</th>
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*Note: If medications need to be administered to your child during the program, a current Medical Authorization must be on file.

Does your child experience seizures?

If so, what kind? ___________________________ Date of last one________________

How are they managed? ___________________________

If applicable please describe any relevant past or progressive surgeries or injuries?

Are there other medical concerns or conditions that we should be aware of?
Section 5: Additional Information
Please provide any additional information you feel the CYD Program staff may need to know

I understand and agree to the following:

- This intake form is not a promise or a guarantee of your child’s placement in any YMCA program.
- The information provided during this intake will be shared with staff working with my child and they are authorized to discuss for the purpose of meeting my child’s needs.
- This program is not designed to be therapeutic or provide one-on-one care.
- The YMCA of San Diego County operates within the provisions of the Americans with Disabilities Act which provides protection to individuals with disabilities, as well as to providers of care for these individuals.
- It is YMCA policy to remove any child from the program determined to pose a threat to him/her, other children or staff, or the overall program environment of health and safety, including children with disabilities and special needs.
- All children participating in a YMCA program, regardless of disability or special need, are expected to have appropriate behavior and are subject to the YMCA discipline policy and procedures.

The information I have provided on this intake form is complete and accurate and, to the best of my knowledge, contains all the information that the YMCA needs to have in order to meet my child’s needs and facilitate my child’s success in this program.

Parent/Guardian Signature ____________________________________________________________ Date __________________________

February, 2021