

## YWCA NWT After-School Program 2026-2027 Registration

### **Registration Dates:**

Current families: After-school registration for the 2026-2027 academic year will open for families actively enrolled in our after-school programs in good standing at 8 am on January 16, 2026, and close at midnight on January 30, 2026.

New families: Public registration will open at 8 am on February 20, 2026

### **Registration Eligibility**

#### *For students of YK1:*

Children aged 3 (enrolled in JK) to 10.

We will not register a child if they turn 11 before March 2027. We will only register children turning 11 in March 2027 or later.

#### *For students of YCS:*

Children aged 4 (children must be at least four by September 1) to age 10.

We will not register a child if they turn 11 before March 2027; we will only register children turning 11 in March 2027 or later.

#### *All Students:*

- 1) If returning client: must be of good standing in our after-school programs
  - a. Clients who do not owe outstanding fees of any kind
- 2) Children must be fully able to use the school toilets **independently**.
  - a. Children must be able to go into the classroom and school bathrooms, close stalls and doors, undress (as needed), use the toilet, wipe, flush, re-dress, and wash their hands
- 3) The After-School program does not provide one-on-one care; if your child needs one-on-one care, please let us know, and we can discuss available options.
  - a. One-on-one care is needed for children needing EAs, Aids, or support teachers at school
- 4) Children must be enrolled in one of the available schools for the 2026-2027 school year
  - a. YCS: École St. Joseph
  - b. YK1: École Itł'ò, Range Lake North, Mildred Hall, N.J. Macpherson

## Registration Requirements

### Per Child:

- Initial Registration Email
- 2026-2027 Child Registration
- Permission Slips
- Immunization record dated 2026
- Liability form
- Reservation fee

### Per Family:

- The Program Manual
- Payment confirmation
- Client Responsibility and Communication

## ECE Subsidy

The ECE childcare subsidy is for children aged 3 to 5 enrolled in a licensed early learning program. The month a child turns six is the last month they will receive the subsidy. Currently, we submit qualifying children's information to ECE; there is no additional work on the part of the guardians. For each qualifying child you enroll, the monthly fees will be subsidized at 60% of their total costs, up to a maximum of \$175 per child. Subject to change by ECE

## Full Day Programming

The YWCA NWT After-School Program may offer full-day programming for Professional Development days, provided there is sufficient interest and staff availability. During registration, you will be provided an Expression of Interest form for full-day programming. All interested families will be asked to complete this form. This form outlines the procedures and regulations for registering for full-day programming. Full-day Programming is an additional service not included in regular registration.

## Procedure

If you are interested in registration, please send an email to [afterschool102@ywcanwt.ca](mailto:afterschool102@ywcanwt.ca) after 8 am, when registration opens, with the following information

- 1) The school your child attends
- 2) Child's Full Name
- 3) Child's DOB
- 4) The First and Last names of the child's legal guardians

Once we receive your email, we will send you all the required documentation and instructions. **Registrations are not confirmed until all requested documentation is received and approved.** After the paperwork has been approved, you will be provided instructions on how to pay the reservation fee. The reservation fee is the total fees owed for June 2027, submitted via EMT (\$135-\$375). On June 1st, if you do not have outstanding fees on your account, the registration fee will be applied to your June fees. After you pay the reservation fee, you will receive your program confirmation.

## Licencing

The YWCA NWT After-School program is a licensed childcare facility under the NWT Daycare Act. Its policies and procedures differ from those of the schools.

For further information, please review the NWT Child Daycare Act.

### Information to remember:

- 1) We will enroll clients on a first-come, first-served basis after 8 a.m. We are opening a limited number of spaces; we will add you to our waitlist once they are filled. Additional spaces may open between now and August as we secure staffing and spaces.
- 2) After-school program ELCC Educators and Assistants have no part in the registration process; please direct your questions and concerns to the after-school coordinator at [afterschool@ywcanwt.ca](mailto:afterschool@ywcanwt.ca)
- 3) Registration requests must be emailed to [afterschool102@ywcanwt.ca](mailto:afterschool102@ywcanwt.ca) within the listed registration period. Requests not sent by email to [afterschool102@ywcanwt.ca](mailto:afterschool102@ywcanwt.ca) or that arrive before 8 am will not be accommodated. **We will not take registrations over the phone.** Please submit your request to the proper email; YWCA NWT staff will not forward requests sent in error.
- 4) Staff will respond to registration emails from Monday to Friday between 10 am and 2 pm. Registration is hectic, so please send only one email for the same children to ensure a smooth, timely registration. If, after five business days, a staff member has not yet responded to your initial registration email, please **forward** your original email to [afterschool102@ywcanwt.ca](mailto:afterschool102@ywcanwt.ca), as it may have been missed.
- 5) Please ensure the email you use to register is your primary email; it is preferred that you always use a personal account that you have unrestricted access to. Guardians often miss deadlines and essential updates because they have used a work email.
- 6) After you have completed the registration process, you will be instructed to pay a registration fee. This fee is required to secure your registration. The cost is for one month and must be paid by EMT only. **We will not be charging credit cards.**
- 7) Deadlines are strictly enforced. Staff will send clear instructions regarding required documentation, when it is due, and how it must be submitted. You will forfeit your registration if you fail to submit the necessary documentation by the due dates. Once your registration is lost, you will be removed from our registration database. If you wish to register, you must begin a new registration.
- 8) After-school Program will not operate in August, December Break, March Break, Summer breaks, Statutory holidays, or any day school is closed.

### Monthly program fees per child for the 2026-2027 school year

Program fees are paid through an invoice. The finance department will send invoices monthly, on the first of each month, to the email address listed on your payment forms. Fees are due by the fifth of each month, or five days after invoices are provided, if they are late. Unpaid invoices are subject to late fees and penalties. Invoices will include all fees owed to the YWCA NWT After-School Program, including additional fees incurred, as well as all full-day program fees, should you have children registered.

	September	October	November	December	January	February	March	April	May	June
YCS children 6 and older	\$375	\$375	\$375	\$275	\$375	\$375	\$275	\$375	\$375	\$375
YCS children under 6 years old	\$200	\$200	\$200	\$110	\$200	\$200	\$110	\$200	\$200	\$200
YK1 Children 6 and over	\$310	\$310	\$310	\$225	\$310	\$310	\$225	\$310	\$310	\$310
YK1 Children under 6 years old	\$135	\$135	\$135	\$90	\$135	\$135	\$90	\$135	\$135	\$135

**This chart is based on our current agreements with ECE but is subject to change.**