



Dear Club Families,

On August 1st our organization will be implementing MyClubHub, a new membership database that will support a variety of management functions throughout our organization and provide an enhanced registration process for our families through the use of a Parent Portal.

MyClubHub:

- Is intuitive and easy to use
- Helps club staff connect with Parents more efficiently
- Provides relevant and timely data

With these and many other benefits, MyClubHub will allow us to better focus on our relationships with our members, families.

**What benefits will I see?**

- Easier membership and program registration
- Ability to register more than one Member at a time
- Ability to setup auto-pay or pay to account
- Notifications and reminders for upcoming payments
- Ability to view the near real-time status of your kid at the Club
- Mobile/Tablet compatibility

**BE ON THE LOOKOUT!! The link to our Parent Portal will be sent via Text and Email to all of our club families on the morning of August 1st (when our site goes live & Fun Club registration opens!)**

\*Program Fees for September – June 2022-2023 are detailed in the table below:

	Before School Care (7:30 am)	Before School Care (8:00 am)	After-School Fun Club (3:30-5:30 pm)	After-School Fun club (3:30-5:30 pm)
5 Days	\$1,480	\$740	\$3,250	\$4,870
4 Days	\$1,184	\$592	\$2,500	\$3,900
3 Days	\$888	\$444	\$1,950	\$2,950
2 Days	\$592	\$300	\$1,300	\$1,950

	Early Childhood Education: Early Care (7:30-9:00 am)	Early Childhood Education: Early Care (8:00-9:00 am)	Early Childhood Education: Half Day (9:00 am-1:30 pm)	Early Childhood Education: Full Day (9:00 am-4:00 pm)	Early Childhood Education: Extended Day (4:00 pm-5:30pm)
5 Days	\$2,925	\$1,950	\$7,750	\$13,600	\$2,925
4 Days	\$2,325	\$1,550	\$6,200	\$10,850	\$2,325
3 Days	\$1,650	\$1,100	\$4,700	\$8,150	\$1,650



\*\*Fun Club registration will be open to current After-School Program families for 48 hours before opening to the public.

\*\*Due to capacity restrictions, priority will be given to full session registrants.

**To set up your Parent Portal Account:**

1. Click the link (you will be sent this link on the Morning of Monday, August 1<sup>st</sup>)
2. Select "Need a login"
3. Enter Parent/Guardian information (NOT member information)
  - a. Parents in separate households will have individual Parent Portal Accounts
4. Click "Submit"
5. An email will be sent to the address entered. Follow the link in that email to set your account password.
6. Return to the log-in page and log in using your email & new password.
  - a. Write your password down and keep in a secure location for future use.
7. Review that the members and other information in your household is accurate.
  - a. If you see any errors, Please contact Pablo by calling the Club at 914-666-8069.

**To register your child:**

Follow the link below for detailed instructions on how to use the parent portal to enroll your child in program.

[Parent Portal Instruction Manual](#)