



### **KINDERGYM PARTY FAQs**

***Q: What is the cost of a Kindergym Party?***

A: Cost for members is \$160 and non-members is \$180.

***Q: What are the days and times for birthday parties?***

A: Saturdays and Sundays, 12:30-2:30 or 3:30-5:30.

***Q: How do I book a Kindergym Party?***

A: Call or stop by the Albany Y to find out if the date you are interested in is available. If it is, fill out the party application (may be done by phone) and pay the deposit to hold your reservation. Applications will be considered tentative until the deposit has been paid. As we often have waiting lists for parties, we may have to give that space to another applicant if your deposit is not received 24 hours after booking the reservation. Deposit is \$80 for members and, \$90 for non-members. The balance is due the week before the day of the party.

***Q: What is the cancellation policy?***

A: There is a **\$10** cancellation fee if the reservation is cancelled three weeks before the party date. There is an **\$80** cancellation fee if it is cancelled less than three weeks before the party date.

***Q: What is the maximum number of children that may attend?***

A: We ask that parents keep the maximum to 20 children. To maintain the highest level of safety with our birthday parties please adhere to this policy. ***Please note: If a party should exceed the maximum number of children, the host family will be charged \$5 for each extra child which will be paid before they check out.*** Babies under 1 year old do not count in the maximum number of children.

***Q: How can I contact the party staff who will be working my party?***

A: The Birthday Party Specialist will call you the Wednesday before your party. He or she will discuss any details, such as special requests for group activities, and ages of the children. If for whatever reason you did not receive a call, please call the program director the following day.

***Q: What kind of decorations can I bring?***

A: Parents are welcome to decorate the party room in whatever style they choose, **EXCEPT FOR HELIUM BALLOONS** (they get trapped in our ceiling vents). Any decorations should be attached to the wall with the MASKING TAPE made available for your use. ***Please do not use clear tape, Scotch tape, duct tape or tacks.***

***Q: What kind of food and drink can we bring?***

A: Families are allowed to bring any type of food they wish. Our party room has a refrigerator to keep things cold and a sink for washing. Keep in mind there is limited counter space for food, so the simpler the better. Often families have pizza ordered and delivered to the Y. Any beverages are acceptable but **NO alcohol** is allowed on YMCA premises.

***Q: Can we bring a piñata?***

A: Yes!

### **Sample Party Schedule**

1. Parents come one half hour ahead of the party time to set up and decorate the party room. There are child sized tables and chairs in the room.
2. When children arrive for the party, the parents **MUST** sign in their child at the front desk. An emergency number where a parent can be reached will be required. Please inform your guests of this procedure on the party invitation. Children may not be admitted without this information.
3. After the children have arrived at the designated time they will spend the first hour in the gym, which is set up with all the Kindergym equipment. The first 40-45 minutes are spent in free play. The following 15-20 minutes, the instructor leads the group in activities. Adults are required to help spot the children on the equipment. For safety reasons, no shoes, socks, and/or tights can be worn while playing on the equipment.
4. At the beginning of the second hour the children adjourn to the birthday party room for food, cake, and ice cream celebration of the party.
  - Please NO food or drinks in the gym.
  - Please NOTE the toys in this room belong to our Childwatch program and should not be disturbed.
  - The children may play in the outdoor courtyard area.
  - The children must stay in this room for the first half hour of the second hour. After that time they may re-enter the gym.
  - The instructor may put away some of the equipment while the party is in the Birthday room.
5. After the children re-enter the gym, the instructor can lead the children in other games and activities or they may have free play. If you would like a piñata, this would be the time for it.
6. At the end of 2 hours, the children exit the gym and their parents should be here to pick them up at that time.
7. Parents have one half hour to clean up the Birthday Party room. A cleaning checklist will be provided to the family. They are responsible for:
  - Cleaning off the tables with sponges provide.
  - Sweeping and mopping floor with the broom and mop provided.
  - Removing ALL party trash from the premises. NOTE: Trash cannot be put in the YMCA garbage cans.

Thank you for choosing the Albany YMCA to celebrate your child's party. For more information or if you have questions, contact Jackie Murillo, Youth, Teen & Family Program Director at (510)525-1130 or [jmurillo@baymca.org](mailto:jmurillo@baymca.org).