



**BOYS & GIRLS CLUBS**  
OF GREATER SANTA ROSA

## Central Club Fees

Fees are prepaid and non-refundable  
Club may be closed for Holidays and training

**School-Year 2009-2010**  
**August 17, 2008 – May 28, 2009**  
**2:00 PM – 6:00 PM**

(Winter & Spring Breaks not included)

<b>Registration:</b>	<b>\$25 one time fee</b>
<b>Monthly:</b>	<b>\$85 if paid by the 5<sup>th</sup></b>
<b>Late Fee</b>	<b>\$15 if after 5<sup>th</sup></b>
<b>Half SchoolYear</b>	<b>\$340 Each Semester</b>
<b>SchoolYear:</b>	<b>\$650</b>
<b>Daily:</b>	<b>\$15 per day</b>

I, the undersigned, understand the membership fee that is paid is to register my child for membership in the Club. It is not a fee for any activity. It is non-refundable. I further understand that fees for other services or programs may be charged.

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

Fees are subject to change.



## **BOYS & GIRLS CLUBS**

OF GREATER SANTA ROSA

### **Field Trip Permission Form**

During the \_\_\_\_\_ of \_\_\_\_\_, the members of the Boys & Girls Clubs of Greater Santa Rosa may participate in local field trips (grand openings for businesses, hikes at Howarth Park, going to the movie theater, going to pizza or ice cream parlors, walking to Montgomery High School to play in their field, Cal Skate, etc.) Pending availability, members may participate depending upon their behavior and rewards earned. Information and sign-up sheets will be posted at the front desk prior to each field trip. \_\_\_\_\_  
*Initials*

To participate in these field trips, members must have a signed permission form on file (found below), sign up per trip with parent signature on the trip roster, and fees (if any) must be paid prior to departure. (Cash only) \_\_\_\_\_  
*Initials*


Children who wish to remain at the Club will have access to the Games Room, Learning Center, Arts and Crafts Room, and the Gym.

### **Field Trip Permission Form**

**Field Trip Permission:**  
I give my child, \_\_\_\_\_, permission to attend any local field trip offered by the Boys & Girls Clubs of Greater Santa Rosa during the dates of \_\_\_\_\_. I understand that my child is responsible for his or her own actions and must abide by the Club agreement as detailed in the membership application. I understand that I may be called to pick-up my child from the field trip if their behavior becomes disruptive, dangerous, or in conflict of the member agreement. I understand that such behavior may forfeit my child's right to attend future field trips. Also, I understand that photographs may be taken and used as detailed in the membership application. The undersigned, in consideration of participation in this program, agrees to indemnify and hold the Boys & Girls Clubs of Greater Santa Rosa harmless and release the Boys & Girls Clubs of Greater Santa Rosa, its board members, employees and agents, from any and all liability for any injury arising out of, or in any way connected with participation in this program. I HAVE READ THE ABOVE PERMISSION FORM AND AGREEMENT, AND FULLY UNDERSTAND THAT I ASSUME ALL RISK FOR ANY INJURIES RECEIVED.

Parent or Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUIRED MEMBERSHIP INFORMATION**

Last Name _____ First Name _____ MI _____ Address _____ City _____ State _____ Zip _____ Home Phone _____ Sex M F DOB _____ School _____ Age _____	 <b>BOYS &amp; GIRLS CLUBS</b> OF GREATER SANTA ROSA <b>MEMBERSHIP APPLICATION</b> Tax ID: 94-1498233
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Grade K 1 2 3 4 5 6 7 8 9 10 11 12 C	<b>FOR OFFICE USE ONLY</b>
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New Member <input type="checkbox"/> Membership # _____ Renewal <input type="checkbox"/> Previous # _____	Military Dependent? Y N Active/What Branch? _____ Reserve or Nat'l Guard? _____	Site: _____ Member ID: _____ Entry Date: _____
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**Note: We do not track fees paid for individual children, please hold onto your canceled check or receipt.**

**Race (Circle)** African American Asian/Pacific Islander Caucasian Hispanic Native American Other(Please Specify): \_\_\_\_\_

**REQUIRED EMERGENCY INFORMATION**

Mother _____ Father _____ Guardian _____ Occupation _____ Occupation _____ Occupation _____ Email _____ Email _____ Email _____ Work Phone _____ Work Phone _____ Work Phone _____ Cell Phone _____ Cell Phone _____ Cell Phone _____	Child's Doctor _____ Doctor's Phone _____ Medical Insurance Y N Insurance Company _____ Ins # _____ Hospital _____
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Emergency Contact Name \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Emergency Phone \_\_\_\_\_

**Disabilities:** \_\_\_\_\_ Developmental \_\_\_\_\_ Psychiatric \_\_\_\_\_ Physical \_\_\_\_\_ Multiple \_\_\_\_\_  
 Please note any medical problems related to your child that BGCSR should be aware of, i.e., (but not limited to) allergies, asthma, hyperactivity, seizures, etc.:

The Boys & Girls Clubs of Greater Santa Rosa is for young people of all races, religions and ethnic cultures.

I declare that I am the parent or legal guardian of \_\_\_\_\_. I have custody and control of this child. I understand the membership fee that is paid is to register my child for membership in the Club. It is not a fee for any activity. It is non-refundable. I also understand that membership dues and/or fees must be prepaid for my child to attend the Club. If dues or fees are not paid, my child will not be allowed to attend the Club and I will be called to pick up my child immediately. I further understand that fees for other services or programs may be charged. I realize that participation in athletics and other activities carries the possibility of severe or permanent injury. In the event my child is injured or should require medical attention, I hereby authorize you to contact our family doctor. In the event the doctor cannot be reached, I hereby authorize the supervisor, coach or other Boys & Girls Clubs employee or volunteer to secure necessary medical treatment for my child. I further acknowledge that I will be responsible for any medical or hospital fees or costs associated with my child's medical treatment that may proceed without further authorization.

As parent/guardian of my son/daughter, I agree to fully abide by, and cooperate with, the disciplinary policies and procedures of the BGCSR. Additionally, I understand enrolling my child(ren) in the BGCSR is an indication that I have read and will comply with the organizations policies and procedures. I also fully understand that failure to accept responsibility for inappropriate actions either by myself or my child may result in corrective action or revoking membership. I understand that the Boys & Girls Clubs of Greater Santa Rosa reserves the right to revoke Club membership at any time for any reason.

**Internet Consent:** I give my permission to BGCSR to provide my child internet access from the Clubs' computer learning centers. I understand the purpose of internet access is to enhance education, culture, recreation and competency in an information-driven global society. I understand my child will lose internet privileges if it is deemed necessary by the Clubs' Director. I understand that I can take back my permission at any time, and that my permission automatically stops at the end of the program membership period.

**Photo Release Consent:** I hereby give my consent to the BGCSR to use any photographs that may be taken of my child while registered as a Club member for public relations, fund raising or marketing purposes. I hereby waive any right to inspect or approve the photographs or electronic matter that may be used in conjunction with them now or in the future. I also waive any right to royalties or other compensation arising from or related to the use of the photograph in any form. I have read this release, understand it, and intend it to be legally binding.

**Survey Release:** I give permission for Boys & Girls Clubs of Greater Santa Rosa to survey my child about his or her Club experience and behaviors, skills and attitudes, grades and aptitudes.

Parent / Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**OPTIONAL DEMOGRAPHIC INFORMATION (REQUIRED FOR FINANCIAL AID APPLICANTS)**

Is the child's principle residence a single parent household? Y N How many people live in the child's principle residence? \_\_\_\_\_

Is the child's family applied for or currently enrolled in 4C's/PACEAPP, CPS, SonomaWorks or another agency? Y N If yes, name of Agency \_\_\_\_\_

Annual Household Income \$ \_\_\_\_\_ (Proof of Income Documents Required for Scholarship)

<b>For Office Use</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9+</b>
Use	\$0-\$24,700	\$24,701-\$27,800	\$27,801-\$30,900	\$30,901-\$33,350	\$33,351-\$35,850	\$35,851-\$38,300	\$38,301-\$40,800	\$40,801 & above

**PLEASE SEE REVERSE**

## DISCIPLINE POLICY

In order to ensure the health, safety and welfare of all Club members, staff and volunteers, the Boys & Girls Clubs of Greater Santa Rosa administers the following disciplinary policies and procedures:

**1. The Boys & Girls Clubs of Greater Santa Rosa enforce the following four (4) codes of conduct:**

- a) Respect yourself and other members.
- b) Respect for all staff and volunteers as employees and program leaders.
- c) Respect for Club facilities and equipment.
  - (1) Eating & drinking of snacks & meals are restricted to the cafeteria & picnic tables and benches in the park area only. Gum chewing is not allowed at any time.
  - (2) Proper use of game equipment and touching of machines and other equipment at the request, and under the supervision, of Staff.
  - (3) Not leaving the Club unless signed out by a parent or guardian or by prior written permission by a parent or guardian.

**d) The following are strictly prohibited:**

- (1) Cursing, swearing, racial remarks, or any other form of verbal abuse or inappropriate language.
- (2) Fighting or any other form of physical abuse.
  - (a) Violating the BGCSR "hands off" policy and use of violence of any nature towards any Club member and/or Club staff, including siblings or family members.
  - (b) Bullying or harassment of any Club members and/or Club staff.
- (3) Use, sale, distribution or possession of controlled substances, weapons, and intoxicants. Smoking, chewing or any other use of tobacco products.
- (4) Music containing inappropriate or suggestive language.
- (5) Being defiant or rude to the Club staff or volunteers and/or not following Club rules or directives of the staff

Note: The Boys & Girls Clubs of Greater Santa Rosa reserves the right to revoke Club membership at any time for any reason. If membership is revoked, no dues will be refunded.

**2. Member behavioral infractions related to substance and alcohol use:**

- a) Staff identification of situation or activity:
  - (1) Staff or member may witness or observe activity and share with staff.
  - (2) Staff consultation with involved parties: assess situation, review behavioral contract, expulsion from Club and contacting parent. In accordance to guidelines for discipline; item #3.
  - (3) Parent / Staff meeting: discuss activity, review behavioral contract, referral to counselor.
  - (4) Family / Counselor meeting: staff may be present, review activities and make referral to community agencies and services.
  - (5) Follow-up meeting: staff and family establish behavioral contract and return date of member into the Club.

Note: If the terms of the behavioral agreement are not met by the member and their family, membership rights at the Club may be revoked indefinitely and no dues will be refunded.

**3. Infraction of any of the above, or any other action deemed inappropriate, may result in the following procedures:**

- (1) Discussion: warning and description of the inappropriate action and guidance to avoid reoccurrence.
- (2) Time out: seating for specific period in a specific place.
- (3) Suspension: One (1) to five (5) day suspension from the Clubs and return only after the parent/guardian confers with staff.
- (4) Expulsion: removal from the Club for specific period, indefinitely, or permanently with reinstatement considered following a parent/guardian conference with staff.

**4. Immediate suspension or expulsion may result in any situation where, in the judgment of staff, the safety of any individual is at-risk. Refund of membership fees will not be given.**

**5. Any time a child is removed from the Club, staff will make all efforts to notify a parent/guardian or other responsible family members, or emergency contact.**

**6. Overtime: Any child still at the Club upon or after closing may be dealt with in the following manner:**

- (1) Contact parent/guardian or other responsible family members for pick-up with a fee of \$5 for up to the first five minutes and \$1 per minute thereafter.
- (2) Contact emergency contact for pick-up
- (3) Contact Child Protective Services (CPS) for pick-up
- (4) Contact Santa Rosa Police Department for pick-up

**7. Club staff are not responsible for, and will not, provide transportation to and from the Club or any other destination.**

**8. Club staff may not dispense any medication to a child.**

**9. It is the responsibility of the parent/guardian to assure their child is physically and emotionally capable of properly functioning in the Clubs' interactive atmosphere prior to enrolling in membership and daily visitation.**

**10. The Club is not equipped to effectively deal with profound or consistent disciplinary problems. The Club may act as a referral service to other more appropriate agencies and services.**

**11. Members are free to come and go as they please.** Staff does not grant permission to leave nor do we insist that children stay. Arrival and departure is a matter strictly between parent/guardian and child. The Boys & Girls Clubs of Greater Santa Rosa is not a licensed day care, but a private youth program. The Club and employees will not be held liable should a child leave the premises without permission.

**12. The Clubs enforce the following dress policy:**

- (1) Shirt and shoes must be worn except for appropriate activities in the gym.
- (2) Staff will use their professional judgment and discretion in dealing with other dress issues i.e., hats, bandanas, skirts, pants, shorts, tops, or other identification etc.

**13. Boys & Girls Clubs of Greater Santa Rosa is a private membership organization and Clubs are NOT PUBLIC FACILITIES.** The Club reserves the right to revoke membership or refuse access to any person with or without cause. I also fully understand failure to accept responsibility for inappropriate actions either by myself or my child may result in corrective action or revoking membership.

**14.** The undersigned in consideration of participation in this program agrees to indemnify and hold the Boys & Girls Clubs of Greater Santa Rosa harmless and release the Boys & Girls Clubs of Greater Santa Rosa, its board members, employees and agents, from any and all liability for any injury or loss of property arising out of, or in any way connected with participation in this program. I HAVE READ THE ABOVE AGREEMENT, AND FULLY UNDERSTAND THAT I ASSUME ALL RISK FOR ANY INJURIES OR LOSS OF PROPERTY RECEIVED.

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child's Signature

\_\_\_\_\_  
Date