



BOYS & GIRLS CLUBS
OF SANTA CRUZ COUNTY

Summer 2016 Day Camp Registration Form

Office Use Only	<input type="checkbox"/>
2016 Membership	
Date Rcv'd _____ by _____	
Data Entry _____ by _____	

Child's Name _____	Date of Birth _____
Parent's Name _____	Phone _____
My child, being 12 or older, has my permission to take a 30-minute lunch break off campus.	
Parent Signature _____	

Prepaid Attendance \$15/day OR \$65/week OR \$600/entire summer: TOTAL \$ _____

Week 1: June 13 - June 17

M____ T____ W____ Th____ F____ \$_____

Week 2: June 20 - June 24

M____ T____ W____ Th____ F____ \$_____

Week 3: June 27 - July 1

M____ T____ W____ Th____ F____ \$_____

Week 4: July 4 - July 8

M closed T____ W____ Th____ F____ \$_____

Week 5: July 11 - July 15

M____ T____ W____ Th____ F____ \$_____

Week 6: July 18 - July 22

M____ T____ W____ Th____ F____ \$_____

Week 7: July 25 - July 29

M____ T____ W____ Th____ F____ \$_____

Week 8: August 1 - August 5

M____ T____ W____ Th____ F____ \$_____

Week 9: August 8 - August 12

M____ T____ W____ Th____ F____ \$_____

Week 10: August 15 - August 19

M____ T____ W____ Th____ F____ \$_____

Field Trip Permission Slip

Trip: All outings and field trips taking place between June 13, 2016 - August 19, 2016

Yes, I give permission for my child _____ to attend field trips with the Boys & Girls Clubs of Santa Cruz County. I understand that my child will be informed of appropriate behavior and that my child is expected to obey the rules and procedures of the trip. Any unacceptable behavior may cause suspension from this trip or other trips in the future.

I authorize the Boys & Girls Clubs of Santa Cruz County as agents for the undersigned, to consent to any X-Ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital care which is deemed advisable by, and is to rendered under the general supervision of any physician and surgeon licensed under the provision of the Medical Practice Act on the medical staff of a licensed hospital, whether such diagnosis or treatment is rendered at the office of said physician or at said hospital. I waive all claims against the Boys & Girls Clubs of Santa Cruz County (or its agents, officers or employees) in the case of injury, accident or illness occurring during or by reason of the field trip or excursion.

Does your child have any physical limitation or need medication?

___Yes ___No If yes, explain _____

Parent/Guardian Signature _____	Date _____
---------------------------------	------------



Summer Day Camp Payment Policy

The Boys & Girls Clubs of Santa Cruz County allows for families to have flexibility in selecting the programs and services in which they would like to enroll their child(ren). In allowing this flexibility we offer both daily and weekly payment options. Please review the payment options and policies detailed below.

Payment Option 1

Parents that elect to pre-register for the week must pay prior to the week their child will be attending or Monday morning **when the child arrives at the Club**. Pre-registration can be made with cash, check, or credit card. Pre-registration fee is \$65.00 per week.

Payment Option 2

Parents that do not need their child to attend the Club every day have the option to pay the daily fee. The daily fee is \$15.00 and must be paid the week prior to their child's attendance but no later than when the child **arrives at the Club**.

Unpaid balances

Any family that has an unpaid balance from previous extended day programs (i.e. summer camp, winter break, spring break, etc.) will need to pay those balances before they will be eligible to register for the current summer day camp program. Any families having financial difficulties can apply for a program scholarship for current programs but will still be responsible for past balances. Scholarships are granted on a greatest need basis. Additional documentation is required – not all scholarship requests are granted.

Non-payment policy

Parents will be notified immediately if their child is dropped off at the Club without payment. Any child that has unpaid daily fees will not be permitted to attend the program until those fees are paid.

Refund Policy

There will be no refunds granted for daily or weekly fees. Paid daily fees are non-transferrable in the event that a member is not able to attend a day previously registered for.

Bounced Check Policy

The bounced check fee is \$10. The original amount due plus the \$10 fee must be paid in cash at the front counter.

I have read and understand the Boys & Girls Clubs of Santa Cruz County payment policies.

_____	_____
Parent/Guardian Signature	Date

Late Pick Up Policy

The Boys & Girls Clubs of Santa Cruz County closes at 6:00pm Monday through Friday during the summer months. Although we want to make the afternoon commute and pick up as easy as possible for everyone, it is important to us that our staff are able to end their day on time. If a parent or person responsible for pick up arrives after 6:00pm, they will be charged \$1.00 for every minute late. If it is after 6:00pm and a child has not been picked up, the closing staff will begin calling emergency numbers on the child's registration. If the child has not been picked up after 30 minutes and there has been no contact with a parent or emergency person, the authorities will be called and the child will be removed under their protection.

More than two late pick-ups could result in suspension or termination of your child's enrollment in the program.

_____	_____
Parent/Guardian Signature	Date



BOYS & GIRLS CLUBS
OF SANTA CRUZ COUNTY

Member Code of Conduct

One of the primary goals of the Boys & Girls Clubs is to provide a safe and supportive environment for Club members. To insure the integrity of the program, it is necessary for members to follow rules and guidelines designed to keep our programs safe and fun for all.

I agree to follow the **5-BEs**:

BE Safe

BE Respectful

BE Responsible

BE Fair

BE a Member

1. BE Safe

- I will follow staff instructions and posted signs.
- I will keep my hands, feet and objects to myself.
- I will stay within designated boundaries.

2. BE Respectful

- I will be tolerant and accept other people's differences.
- I will use good manners and language.
- I will be considerate of the feelings of others.
- I will not threaten, hit or hurt anyone.
- I will deal peacefully with anger, insults and disagreements.
- I will do my best to forgive others.

3. BE Responsible

- I will not lie, cheat or steal.
- I will use self-control and be self-disciplined.
- I will think before I act – consider the consequences.
- I will be accountable for my words, actions and attitudes.
- I will set a good example for others.
- I will clean up after myself and put things where they belong.

4. BE Fair

- I will play by the rules.
- I will take turns and share.
- I will be open-minded and listen to others.

5. BE a Member!

- I will have fun.
- I will try to make new friends.
- I will participate in programs and activities.

If I do not follow the 5 BEs, I know that there will be consequences for my actions/behavior.

Member Signature

Date



BOYS & GIRLS CLUBS
OF SANTA CRUZ COUNTY

DISCIPLINE POLICY

One of the primary goals of the Boys & Girls Clubs is to provide a safe and supportive environment for Club members. To insure the integrity of the program, it is necessary for members to follow rules and guidelines designed to keep our programs safe and fun for all.

All members must sign a Member Code of Conduct at the beginning of the registration process.

The 5 BEs (see Code of Conduct for more detail)

1. BE Safe
2. BE Respectful
3. BE Responsible
4. BE Fair
5. BE a Member

If a member does not follow the above guidelines, one or more of following consequences may occur, depending on the severity of the action:

- Verbal warning
- Mediation
- Parent/guardian conference
- Letter of apology
- Removal from current program area
- Limitation on program participation (ex. Member may be banned from the gym)
- Suspension or expulsion

If the violation is repeated frequently or is particularly severe, the following will occur:

- Incident Report: ALL incident reports must be signed by a guardian before the member may return to regular programming.
- Parent/guardian conference

The following violations may lead to immediate suspension or expulsion depending on the severity or repetition of the action:

1. Physical violence, threats, or bullying
2. Destruction of property
3. Theft

Parent/Guardian Signature

Date