



## **BOYS & GIRLS CLUBS OF SANTA CRUZ COUNTY**

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### **Member Orientation Information**

#### **Welcome to the Boys & Girls Clubs of Santa Cruz County!**

The Boys & Girls Clubs of Santa Cruz County (BGCSCC) is a nonprofit organization founded by John and Ruth Mallery in March of 1969. Since its inception, the Club has served well over 35,000 youth. The Club has remained the prominent youth development organization in Santa Cruz for over 40 years, and the experiences and opportunities gained by Club members have benefited their lives immeasurably. Our Mission is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

#### **Membership Information**

The annual membership is \$100 for the calendar year (January 1<sup>st</sup> - December 31<sup>st</sup>). Current membership is required to participate in all Club programs. Completion of the membership application is required to join the Club. For 6-year-olds, a proof of age such as birth certificate or immunization record is required.

#### **Staff Information**

All BGCSCC staff members receive Red Cross certified First Aid/CPR training. The Club conducts background checks for all staff and volunteers.

### **General Policies of the Club**

#### **Entering/Exiting the Club**

- Members are required to check in and out and scan at the front desk when entering and exiting the Club. The Club keeps membership cards at the front desk for safekeeping. If a member does not have a card yet, they must sign in on the attendance sheet at the front desk.
- Once members 6 -12 years of age check into the Club, a parent/guardian (or other authorized contact) needs to pick them up. (If you need to make special arrangements that allow your child to walk or bike home, we ask that you give the Club a signed note which we will keep on file). If someone new is picking up your child, please call ahead of time or leave a note with the staff before the pick-up occurs.
- Members ages 13 & up will be allowed a 30-minute time period each afternoon to leave the Club (reasons include: getting food, going to the library, running home, etc.). If you do not want your 13 & up child to be allowed to leave the Club for this time period, please give us a signed note that we will keep on file.

#### **Dress Code and Behavior**

- Members are encouraged to dress in a manner that allows full participation in all of our programs. Please be sure that your child comes to the Club with closed-toed shoes (sneakers, tennis shoes). Thongs/flip-flops should only be worn for aquatic activities or beach field trips. The BGCSCC of Santa Cruz encourages positive attitudes, good sportsmanship and friendship. We have a zero tolerance for fighting, rough housing, or profane language. Members unable to follow these policies may be suspended from the program. All members are expected to be respectful to their peers, staff members and environment. Cleaning the program areas and using the equipment, games, and supplies responsibly are expected.

#### **Personal Belongings**

- The BGCSCC is not responsible for lost, stolen or broken items. Members should not bring any valuable items, toys, or electronics to the Club.

## Swimming Pool

- The pool is only open when a lifeguard is present. Members will not be permitted to participate in any aquatic program unless there is a certified lifeguard on duty. Members will not be able to swim in the deep end of the pool until they have taken and passed a swimming test. Members participating in our swimming programs (open swim, swimming lessons, swim team, etc.) must be on time with their towel and bathing suit. Parents/guardians are not permitted in the locker rooms.

## Parents/guardians

- Parents/guardians are asked to sign in and out every time they enter the BGCSCC. We ask parents/guardians to notify the front desk of any changes in contact information, i.e. phone numbers, addresses, emergency contacts, etc.
- A member of the BGCSCC staff will call if your child becomes ill at the Club. In an effort to not spread illness to the rest of the members or staff, we ask that parents pick up their child within one hour after contact has been made. In the same manner, children that are sick or truant from school will not be permitted to attend the Club until they return to school.
- We ask all parents/guardians or designated adults responsible for picking up children be aware of our current hours of operation and holiday schedules. All members must be picked up in a timely manner. Continued tardiness in picking up members could result in suspension of the program.
- The BGCSCC values a supportive relationship with parents/guardians and welcomes any comments, suggestions, or concerns.

## Homework and Power Hour

Power Hour is a protected time period offered Mondays through Thursdays dedicated to members completing their homework, reading, or participating in high-yield educational activities. Members can earn Power Points for successfully completing these tasks and use them toward prizes as an incentive. The Club is proud to offer individualized tutoring sessions for members who want extra assistance with their homework.

The Club has a computer lab available for members to use to do research, type papers, visit educational websites, and go through Stride Academy, a computer program that helps students with math, literacy, and science instruction. The program helps each child where he or she needs it by combining adaptive technology with state standards-aligned curriculum and interactive sports video games to deliver effective, targeted, and engaging instruction.

## Disciplinary Policy

One of the primary goals of the Club is to provide a safe, supportive and positive environment for members. To ensure the integrity of this environment, the BGCSCC enforces the following disciplinary procedures:

### **First Violation:** Receive a verbal warning

Examples: running inside, continuous rough housing or play fighting, yelling or name calling at another member or staff, being disruptive during meetings or Power Hour, being disrespectful toward staff or members, rude behavior.

### **Second Violation:** Time out from activity, written warning with parent notification

Example: repeated violations after verbal warning

### **Third Violation:** Suspension from BGCSCC

Example: after speaking to parent, member continues with behavior

\*Issues pertaining but not limited to violence, physical/verbal/sexual harassment, or intimidation will result in immediate suspension and possible revocation of BGCSCC membership.