



**SOUTHERN SIERRA
BOYS & GIRLS CLUB**

2011-2012 School Year

MEMBERSHIP APPLICATION

Southern Sierra Boys & Girls Club
Ridgecrest, California
(760) 375-8870 email: ssbgc93555@yahoo.com

Payment Type: _____
Sch. Conf.: _____
N or T _____
Processed by: _____
Enroll date: _____
Member #: _____
Date Received _____
Tuition Rec'd _____
Mmbr Fee Rec'd _____

Last Name: _____ First: _____ MI: _____

Gender: _____ Ethnicity: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

School: _____ Grade: _____

Teacher: _____

ATTENTION:

Please include all parent/guardian information. If there is a custody situation please include court papers indicating the arrangement.

Parent/Guardian:	Parent/Guardian:
Relationship to member:	Relationship to member:
Address:	Address:
Home Phone:	Home Phone:
Cell:	Cell:
Employer:	Employer:
Phone:	Phone:
Custody Arrangement? Yes No If yes, please explain:	Custody Arrangement? Yes No If yes, please explain:
E-mail:	E-mail:

ADDITIONAL EMERGENCY CONTACT INFORMATION

Name:	Name:	Name:
Phone Number	Phone Number	Phone Number
Home:	Home:	Home:
Work:	Work:	Work:
Cell:	Cell:	Cell:
Relationship:	Relationship:	Relationship:
Authorized to pick-up? Yes No	Authorized to pick-up? Yes No	Authorized to pick-up? Yes No

MEDICAL INFORMATION

Doctor's Name: _____

Doctor's Phone: _____

SOUTHERN SIERRA BOYS AND GIRLS CLUB HAS PERMISSION TO SEEK TREATMENT FOR MY CHILD IN CASE OF AN EMERGENCY

Permission for treatment by doctor/hospital: Yes ___ Signature: _____

Does your family have health &/or accident insurance: Yes: _____ No: _____

Insurance carrier: _____ Insurance Phone: _____

Policy Number: _____ Group Number: _____

Does your child have ADD: Yes ___ No ___ ADHD: Yes ___ No ___

Does your child have special needs: Yes ___ No ___ Please explain: _____

Serious Health Problems or Allergies: Yes ___ No ___ If yes, explain: _____

Please list all current medications: _____

PLEASE KEEP US INFORMED OF ANY MEDICATION CHANGES

PHYSICAL

Eye color:	Hair color:	Skin color/features:	Height:	Weight:
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DISCLAIMER

The Southern Sierra Boys & Girls Club is not responsible or liable in any way in the event of harm or injury occurring to the member. The parent/guardian understands that Southern Sierra Boys and Girls Club is a drop-in program. If the parent/guardian does file complaint against the Club, the parent /guardian agrees to pay for Southern Sierra Boys & Girls Club's legal fees. In addition, The Boys & Girls Club is not responsible for lost or stolen items.

HOUSEHOLD DEMOGRAPHICS

Please Complete as Accurately as Possible

Member lives with (if there is shared custody please provide percentages):					
Mother: _____		Father: _____		Grandparents: _____	
Foster Parents: _____			Other: _____		
Annual Income Level					
0-5,000		30,001-35,000		60,001-65,000	
5,001-10,000		35,001-40,000		65,001-70,000	
10,001-15,000		40,001-45,000		70,001-75,000	
15,001-20,000		45,001-50,000		75,001-80,000	
20,001-25,000		50,001-55,000		80,001-85,000	
25,001-30,000		55,001-60,000		85,001-90,000+	
Number in household: _____ Number in household under 18 years old: _____					
Is there any member of the household 65 years old or older?					
Is there any member of the household handicapped?					
Current head of household:					
Current single parent?					

PROGRAM ENROLLMENT AND RATES

- _____ \$20 Annual Membership Fee
- _____ \$100 every two weeks, Regular enrollment
- _____ \$90 every two weeks, Scholarship enrollment (Available to those who receive free/reduced lunch. Must present proof to qualify)
- _____ Subsidized enrollment (Must present proof to qualify. Rates charged for any subsidized afterschool program care are equal to rates charged for a non-subsidized student for afterschool program care)
- _____ \$20 per day, Daily Drop In
- _____ \$5 Transportation No-Show Fee

PHOTOGRAPH RELEASE

I, _____ the parent/guardian of _____ give my permission for The Southern Sierra Boys & Girls Club to photograph my child for use in promotional materials including but not limited to newsletters, brochures, newspaper articles, Club publications, the Club's facebook page, and youtube.

Parent/Guardian Signature

Date

Invest in the children of the Southern Sierra Boys and Girls Club!

We appreciate your generosity. Remember, all donations are tax-deductable.

Method of Payment: CASH CHECK

Signature: _____ Date: _____

Amount: \$ _____

- Gold Donor \$5,000+
- Silver Donor \$2,500+
- Bronze Donor \$1,000+
- Other Gift _____
- Monthly Gift _____

Donations may also be made securely online at: www.ssbgc.org



SOUTHERN SIERRA BOYS & GIRLS CLUB

GUIDELINES AND RULES FOR CLUB MEMBERS

1. Staff will treat every member with respect. Members are to show the same behavior toward other club members and staff.
2. Members will refrain from hitting, fighting, cursing, bullying, and name calling.
3. Once members have checked in they are under the supervision of staff and are to remain in staff supervised areas until checked out by parent/guardian or approved contact.
4. Members or parents are to inform staff that members are leaving the Club.
5. You must be a member to check out equipment. It is your responsibility to return equipment. Failure to do so may result in not being able to check out equipment in the future or having to replace the equipment.
6. Helmets and safety pads must be worn at all times while on wheels (bike, skateboard, skates, scooters, etc.).
7. Walking only inside the club house or any other building we may use
8. NO GUM
9. When outside, members must ask Staff before using the restrooms. Only one member is allowed in the restrooms at a time.
10. Phone calls are allowed for emergencies only.
11. School dress codes will be in effect in the club.
12. No electronics or toys are permitted. Cell phones must be turned in at the front desk.

DISCIPLINE PROCEDURES

Serious misconduct can override discipline procedures and result in immediate action.

1. First infraction of the day = verbal warning
2. Second infraction of the day = Seat for Success and a written action plan
3. Repeated infraction = parent notice & write up
4. Parent conference, member and staff
5. Temporary suspension
6. Expulsion

Parent/Guardian signature: _____

Member signature: _____

IMPORTANT INFORMATION

(Please Read & Initial)

1. ____ **Arrival & Departures:** Members will check in upon arrival & under the supervision of staff.
 - a. ____ Upon departure, please check your child(ren) out at the front counter. We will not send children out to your car if you honk.
 - b. ____ Anyone picking up a child must enter the Club and show their I.D. before the child will be released.
 - c. ____ Parents/Guardians may not call to have their child released without an authorized adult present to check them out.
 - d. ____ Members will not be released to a person who appears to be intoxicated in any way. Please make sure all persons picking up children are not under the influence of drugs or alcohol.
 - e. ____ Only adults listed on the membership application emergency contacts area are authorized to pick up members.
2. ____ **Late pick ups:** The Club closes at 6pm. Parents must call & make arrangements if there is an emergency and they may be late. If a parent has not called or can't be contacted by 6:05 pm, emergency contact numbers will be called and the member released to him/her. A fee of \$25.00 every 15 minutes applies if members are not picked up on time.
3. ____ **Holidays:** The Boys & Girls Club will be closed on all national holidays. For a complete list of dates see the following page. There may be other closures at the discretion of the director, in which you will be given notice.
4. ____ **Payment policy:** \$20 per year membership fees are paid upon enrollment and renewed annually. Tuition payments are due bi-weekly (Please see attached schedule). There will be a late fee charged if payment is not made on time. Payments can be made by cash or check. There will be a \$25 returned check fee.
5. ____ **Offsite policy:** Once your child checked in s/he is under the supervision of staff. They may not leave the club without parental authorization and staff permission.
6. ____ **Meals:** As funding allows, the club provides for a snack during each day for members. During special programs, i.e. early bird, field trips, etc., a sack lunch is required. Please be sure that you provide enough food for lunch.
7. ____ **Illness or discipline:** Please keep your child home if s/he shows any sign of illness or if your child was kept home from school due to school discipline concerns. Sick children and suspended/expelled children are not allowed to attend the Club.
8. ____ **Lost or left items:** Please check your child's jacket and other items that may be left behind. Because of the number of jackets that accumulate, items not claimed in a timely manner will be donated to a local charity. Do not allow your child to bring anything of value to the club as we cannot be responsible for them.
9. ____ **Change of status:** If there are any changes in address, phone numbers, custody/guardianship, medications, etc. please notify the club IMMEDIADTLY so records are kept updated for emergency purposes.
10. ____ **Holiday/Break "Early Bird" Fee:** The Club will be open from 7:15AM until 6:00 PM for designated breaks. For members who arrive between 7:30 AM and 12:00 PM there will be an additional \$15 per day charge. Scholarships are available for families who qualify for free/reduced school lunches. Documentation required.
11. ____ **Disenrollment:** If your child must leave SSBGC for any reason, a 2 week written notice is required. You are financially responsible, without exception, for that 2 week period unless the space is filled by another child. Please contact the office as soon as you are aware of your plans.

COMPUTER RELEASE FORM

Every member and his/her parent/guardian must sign this release form before the member is allowed on the computers. Both members and parents/guardian must read the following rules and sign stating they agree to the rules.

1. **Unauthorized web sites will not be tolerated.** If you need to access a questionable site, for example, a homework project, you must ask staff for permission.
2. Priority is given to members who need the computer to do homework.
3. There is a 30 minute time limit on each computer, unless arranged by staff.
4. The computer room/area must be a quiet place to work and learn. Please keep your voices quiet.
5. NO FOOD OR DRINK IN THE COMPUTER ROOM/AREA.
6. Please respect the computer room and the computers. The club discipline procedures are in effect with any member that does not follow these rules.

We understand that in order for _____ to use the computer, s/he must respect and adhere to the above rules.

INTERNET AGREEMENT

I, _____ give my child _____ permission to use the internet. I understand the Boys and Girl's Club does have parental control on their computers. However, this does not limit access to all unwanted sites. I have discussed with my child and we understand that if my child is found going to inappropriate sites, s/he will no longer be allowed to use the computer room.

Parent/Guardian signature: _____

Member's signature: _____



AFTERSCHOOL TRANSPORTATION PROGRAM
PARENT/GUARDIAN AUTHORIZATION
LIABILITY WAIVER AND ACKNOWLEDGEMENT OF RISK



I understand that participation in the Afterschool Program Transportation is voluntary, that it is not required and that it exposes my child to some risks. I also understand that the trip may include activities that may expose my child to some risk of injury or even death. As parent/guardian of the child named below, I hereby release the Southern Sierra Boys and Girls Club, its agents, employees and board from any and all liability arising out of his/her transportation through the Ridgecrest Area Transit System Bus Program and the Boys and Girls Club van to the Southern Sierra Boys and Girls Club Afterschool Program.

I understand the following policies regarding the transportation program:

- Transportation shall be utilized for the purpose of transporting members attending the Southern Sierra Boys and Girls Club from Charter, Gateway, and Las Flores Schools to the Afterschool Program.
- A \$5.00 No Show Fee will be charged if your child does not show up for transportation. If your member will be absent from transportation, you must notify the Southern Sierra Boys and Girls Club by 1:00 pm the day of absence.
- Each member must have a permission slip and liability waiver signed and on file. The transportation of any Southern Sierra Boys and Girls Club member must be arranged by the primary Parent/Guardian only.
- The Southern Sierra Boys and Girls Club will coordinate transportation on all calendar school days, including minimum school days.
- The Ridgecrest Area Transit System bus has limited availability. Therefore, if your child misses 4 days without prior notification to the Program Director, your child may be removed from the bus roll and will not be eligible for re-enrollment until the following school year; at which time, a member on the waiting list will be added to our transportation rolls.
- The Southern Sierra Boys and Girls Club does not tolerate unsafe behavior while riding on the bus. At anytime, your child may be terminated from this program due to unsafe behavior as determined by the Transportation Staff and/or Southern Sierra Boys and Girls Club Staff.
- The Ridgecrest Area Transit System bus will not transport members home. Transportation will be provided only to our afterschool program.

I, the undersigned Parent/Legal Guardian of _____, having read the authorization and waiver of liability as well as the conditions and policies outlined above, hereby agree to the waiver of liability and acknowledgement of risk as well as the policies and procedures as outlined in the above.

(Parent/Legal Guardian Signature)

(Date)

**Holiday Early Bird Schedule
School Closure Dates 2011-2012**

October 10	Columbus Day
November 11	Veteran's Day
November 21-25	Thanksgiving (Closed Thursday)
January 16	Martin Luther King Jr. Birthday
February 17	Lincoln's Birthday
February 20	Washington's Birthday
April 6	In Lieu of Admission

The Club House will be open on the above dates for current members of our afterschool programs.

For members who arrive between 7:30 AM – 12:00 PM, there will be a \$15.00 per day charge.

Sign up early for

WINTER CAMP (December 19- December 30)
&
SPRING CAMP (March 19 – March 23)