BOYS & GIRLS CLUB
OF ELLETTSVILLE

Member Eligibility Check-List

The purpose of this document is to promote positive and clear communication between staff and parent/guardians about membership at the Boys & Girls Club (BGC). In order to support the success and safety of all individuals registered and participating at the BGC, it is important that participants are indeed "Club ready." To assist in determining if your child is "Club ready," the following criteria have been developed:

- ✓ Youth is able to participate in Club programs independently or with minor accommodations.
- ✓ Youth is age 6-18 years old.
- ✓ Participant is able to use the restroom independently or with minimal verbal prompting.
- ✓ Youth is able to take direction and instruction from a staff person.
- ✓ Youth is comfortable with, and able to interact in, a group environment. Youth can successfully participate in a group with an adult to child ratio of at least 1 to 20 (one adult to every twenty youth)
- ✓ Youth interacts and participates in programs in a manner that is physically and emotionally safe for themselves and others.
- ✓ Youth does not require physical intervention for redirection, direction, assistance, or for any other reason.

If you believe that your child may not be ready, or have questions about the above, please feel free to schedule a meeting with the Unit Director or Director of Operations for clarification.

BOYS & GIRLS CLUB OF ELLETTSVILLE

2016 Membership Form

Jan. 1, 2016 - Dec. 31, 2016

ELLETTSVILLE LOCATION	
To be completed by BGC staff	
Paid Date:	Date Entered:
Pymt Type:	Staff Initials:
Staff Name:	

Member Information *(Please Print Clearly)*

Member's First Name | Member's Middle Name | Member's Last Name

Phone Number | Home Address

City | State | Zip Code | Township

Demographic Information *(used for grant & program purposes)*

Gender: M F | African American Asian Caucasian Hispanic Mutli-Racial Native American Other Pacific Islander

Birthdate: | Age: | School: | Grade:

Sisters: | Brothers: | Total Number In Household:

Lives With: *(Please circle one)*

2 Parents | Father | Mother | Aunt/Uncle

Grandparents | Foster Parents | Guardian | Other _____

Confidential: The following information is completely confidential and is required for the club to obtain funding as a non-profit agency.

Annual Family Income (Please check one)

$1 - 4,999 _____ | $5,000 - 7,499 ____ | $7,500 - 9,999 ____ | $10,000 - 14,999 ____

$15,000 - 19,999 _____ | $20,000 - 29,999 ____

$30,000-39,999 _____ | $40,000 - 49,999 ____ | $50,000+ _____

Please select from the following options below for your child/family (MUST select at least one. Select "no aid" if no aid is received)

No Aid Received ___ SSDI ___ SSI___ Bridges ___ Wrap Around ___ Day Care Voucher ___ TANF ___

Free/Reduced School Lunch ___ Military Family___ Vets. Compensation ___ Food Stamps ___ IEP ___

Main Custodial Parent/Guardian Contact Information

Parent/Guardian First & Last Name | Home Phone | E-mail Address

Employer/ Title | Work Phone | Cell Phone

Home Address | City | State | Zip Code

Other Guardian Contact Information *(spouses, step-parents, non-custodial parents, grandparents)*

1. First & Last Name | Home Phone | E-mail Address

Address | City/State/Zip | Cell Phone

Place of Employment/Title | Work Phone | Relation to Member

Other Guardian Contact Information *cont.*

2. First & Last Name | Home Phone | E-mail Address

Address | City/State/Zip | Cell Phone

Place of Employment | Work Phone | Relation to Member

Medical Information

Health Problems/Allergies/Disabilities | Medications

Physician | Physician's Phone

***Behavior issues or other medical information that is helpful for the Club Staff to know **Child Success Plan available*

Additional Adults Allowed to Pick Up Member (*relatives, friends, etc.)*

Name	Primary Phone	Relationship to Member
1		
2		
3		

****ID REQUIRED UPON PICK UP*** ****ALL CHANGES MUST BE MADE IN PERSON****

Persons NOT authorized to pick up Member *(copy of a court order is required for birth parents)*

Does your child have a Club BIG? Y N Name of Big:

Member Pick Up Authorization Code (4 digit confidential code): _____

Self Sign-Out Permission For children to leave the Club without an authorized adult

Please note that if members are granted permission to sign themselves out, the Club is not legally responsible for the safety and wellbeing of the Member after they have signed themselves out.

_____ My member DOES NOT HAVE PERMISSION to sign himself/herself out of the Boys & Girls Club.

_____ My member HAS PERMISSION to sign himself/herself out and leave the Club without an authorized adult present.

_____ My member HAS PERMISSION to sign himself/herself out and leave the Club without an authorized adult present only at the following times: ___Only on (Circle): M T W TH F ___Only at 6:00 PM ___Other: _____

Waiver of Liability/Agreements

- I have completed the application and the application is accurate. I reviewed the parent/member handbook and I acknowledge and agree to the rules and policies of the Boys & Girls Clubs of Bloomington including the discipline policy and request that my child be admitted into membership. My Child and I accept full responsibilities for his/her actions and behaviors at the Boys & Girls Club. I give the Boys & Girls Club permission to use my child's picture in newspaper articles, newsletters, and other publicity materials. I give my child permission to participate in pre and post tests or other measurement tools used to determine program recommendations, outcome measurements including reportcards and program effectiveness. The Boys & Girls Clubs of Bloomington agrees that in the performance of its services, it will not, on the grounds of race, color, sex, age, sexual preference, gender identity, disability or national origin, exclude any person from participation in, deny any person the benefits of, or otherwise subject any person to discrimination under any activity. I understand that the Club is not responsible for any lost or stolen items. I understand that all membership fees are non-refundable, "No Fee Refunds"
- I hereby release the Boys & Girls Clubs of Bloomington, their Board of Directors, agents, employees, volunteers, and insurers from any present or future personal injury or damage to property caused by having any relation to this activity. I understand that this release binds my heirs, executors, and administrators. I have read this release and understand all of its terms. I sign it voluntarily and with full knowledge of its significance. In the event that I cannot be reached in an emergency, I hereby give permission to the physician selected by the Boys & Girls Club to hospitalize, to secure proper treatment for, and to order injections, anesthesia, or surgery for my child as named above.
- If my child uses the Boys & Girls Club Camp Rock Facility, I hereby release the City of Bloomington Department of Utilities and Lake Lemon Conservancy, their officers, agents, employees and insurers from any present or future injury or damage to property caused by having any relation to this activity. I understand that this release binds my heirs, executors and administrators. I have read this release and understand all of its terms. I sign it voluntarily and with full knowledge of its significance.
- I understand that in order to receive my member, I, or others on my pick up list, will be asked to provide a picture I.D. I am responsible for ensuring adults that pick up my child understand this policy. I understand any changes to my child's pick up list must be done in person, not over the phone.

Parent/Guardian Signature | Date

Initial here if you **have ANY EXCEPTIONS to the above conditions and explain below.**

Explanation:

Ellettsville Unit - Boys & Girls Clubs of Bloomington
2016 Membership Acknowledgments and Agreements

*Please read, **INITIAL,** and submit this sheet with your Membership Form. The directing staff will gladly answer any questions related to our agreements. Please **initial each line** to show that you agree and understand.*

GENERAL CLUB POLICY

_____Upon entering the Club, I commit to ensuring that each Club Member reaches his or her full potential as a caring, productive, and responsible citizen in complete safety.

_____The Club's ability to operate is directly related to the giving of individuals in our community and I will give in some way to support the Club.

_____The Boys & Girls Club of Ellettsville is a membership organization for youth. In joining the Club members will strive to develop their best skills and help other members succeed at this goal to achieve a successful future filled with hope and opportunity for all.

_____ I will update all contact information on the membership form and notify appropriate Club staff as my contact information changes.

_____If I wish to renew my child's membership, I will do so within the 90 days of the annual renewal period (Nov. 1 through Jan. 31).

_____The Club is designed to serve youth ages 6 through 18 years who can actively and cooperatively participate with the membership and programs. Any exceptions will be made at the discretion of the directing staff, and may be terminated at any time.

_____The Club aims to be open most days of the school year, but is closed some days for various reasons. It is my responsibility for knowing the Club's schedule.

_____I understand that phone calls into the Club during program hours prevent staff from giving their full attention to those who are in the Club. I will not call the Club between 4:00 and 6:00 PM unless it is an urgent matter pertaining to my child.

_____I understand that my child must wait one business day after signing up to allow for membership form processing before attending the Club.

SAFTEY & HEALTH

_____Medications, both prescription and over the counter, that my child may need while at the club must be given to the professional staff in its original container with administering instructions signed by a practicing physician.

_____It is my responsibility to supply my child with sunscreen for their use. My child is responsible for applying his or her own sunscreen or asking a staff to assist with sunscreen application.

_____I understand that sending my child to the Club when he/she is ill can jeopardize the health and safety of other members and Club staff. I will not send my child to the Club if they were kept home from school; has a fever, the flu, lice, or any other contagious illness.

PICK-UP

_____ I will have my child signed-out from the Club every day by a person who is authorized on the membership form and brings a valid picture ID with them.

_____ I am familiar with the late pick-up policy found in the parent handbook and will abide by club hours and pick-up my child before the club's closing time. The Club may take all means necessary to maintain this commitment including releasing my child to the police department and notifying Department of Child Services if I am late to pick up my child (30 minutes after closing time).

_____I understand that any verbal changes to my child's pick up list and mode of transportation home must be accompanied by the 4-digit security code and that any long term changes must be made by a custodial parent or guardian on the membership form. This option may **NOT** be available at all times or approved for safety reasons.

_____I understand that if I indicate on the membership form that my child may walk home that they are responsible for their actions and ability to get home. I acknowledge that they are not the responsibility of the Club staff once they have left Club property.

INCIDENTS & BEHAVIOR

_____I understand, per the Club's Behavior Management Protocol, that Club members may lose privileges including suspension from the Club based on repeated behavioral transgressions.

_____I understand, per state law, that the Club staff is required to report any instances of suspected abuse or neglect.

_____Accidents and a variety of personal incidents may occur while at the Club. I release that the staff will provide care and document these occurrences when my child is involved, communicating complete details of occurrence, including response, to me.

PERSONAL ITEMS

_____My child's belongings are his or her sole responsibility when they are at the Club and the Club is not responsible for my child's articles – including but not limited to coats, bags, toys, school issued iPads, or any other personal belongings etc - that become misplaced, broken, or disappear.

_____I understand that my child is not permitted to bring or use his or her personal electronic devices (cell phone, iPod, gaming systems, etc.) to the Club. If I need to contact my child, I will call the Club's main phone.

PERMISSION

_____The Club may use my child's image in photograph for public relations purposes, including the Internet, Social Media, and Club materials. If I do not want my child's image used I will discuss this matter with the directing staff.

_____My child may view movies or television programs at the Club. These movies will have a "PG" rating.

_____I understand that my child may have access to the Internet and I give permission for him/her to use it under the supervision of the Club staff. I understand that the staff will maintain appropriate use and Internet safety to the best of their ability. All electronic data may be monitored without member permission or knowledge. The use of computers at the Club is a privilege and may be withdrawn at the discretion of Club staff.

ELLETTSVILLE UNIT

_____I give permission for my child to attend walking field trips including trips to Campbell's Park, Monroe County Public Library - Ellettsville, and other local businesses.

_____I give permission for my child to ride on Club vehicles going on routine trips to schools and other Club business.

_____My child will come to the club having eaten a regular meal and I will provide a lunch for my child on days when he or she is at the Club during the lunch hour (11:30 AM to 1:00 PM).

Having read the Membership Acknowledgements and Agreements, I _____

(printed full name), now sign my name as verification that I fully understand and support each item.

Parent/Legal Guardian Signature: _____ Date: _____

Our Promise to the Members

The Boys & Girls Clubs of Bloomington, its staff, volunteers and general membership promise to:

1) Empower each member to reach his or her full potential as a productive, caring, responsible citizen
2) Collaborate with members and their families on making the Boys & Girls Club the positive place for kids
3) Provide members with daily opportunities for building important skills and relationships
4) Offer an inclusive and varied program
5) Emphasize member involvement and development