

TURN IN 2ND PAGE –
KEEP THIS PAGE FOR YOUR
RECORDS.
PLEASE READ CAREFULLY!



Fairfield Clubs: 744-0998
Brookmill Clubs: 459-0296
McCormick Clubs: 422-4109

DEAR PARENTS,

- Welcome to the Boys & Girls Clubs of Fort Wayne! On behalf of the Board of Directors and the Club Staff, we are pleased to have your child become a member. Please note the following:

HOURS OF OPERATION:

Fairfield Clubs:	School Year Hours (begin August 20th):	Monday – Friday 3:00 – 7:30 pm	Dinner Provided
	Day Hours (begin June 2, 2008):	Monday – Friday 10:00– 5:30 pm	Lunch & Snack
McCormick & Brookmill:	School Year Hours (begin August 20th):	Monday – Friday 3:00 – 7:00 pm	Dinner Provided
	Day Hours (begin June 2, 2008)	Monday – Friday 1:00 – 5:00 pm	Snack Provided

DATES TO REMEMBER:

Shutdown Week:	August 13-17, 2007	Clubs Closed
First Day of School (FWCS):	August 20, 2007	School Year Hours begin at Clubs
Labor Day:	September 3, 2007	Clubs Closed
Parent/Teacher Conferences	Nov. 8 & 9, 2007	Club Hours to be determined accordingly
Veterans Day	Nov. 12, 2007	Clubs open Day Hours
Thanksgiving	Nov. 22 & 23, 2007	Clubs Closed
Winter Vacation	Dec. 24 – Jan. 4, 2008	Clubs open Day Hours Dec. 27, 28, Jan. 2, 3, 4
MLK Jr. Day	Jan. 21, 2008	Day Hours
Good Friday	March 21, 2008	Day Hours
Spring Vacation	March 31 – April 4, '08	Day Hours
Parent/Teacher Conferences	April 10 & 11, 2008	Club Hours to be determined accordingly
Memorial Day	May 26, 2008	Clubs Closed
Last Day of School (FWCS):	May 30, 2008	Day Hours begin June 2, 2008

CONTAGIOUS DISEASE RULES: Your child will be sent home if the following occurs:

Fever over 100 °F. Vomiting Diarrhea Suspected Contagious Disease Head Lice

If your child did not go to school due to illness, they are NOT allowed in the Clubs. Your child will not be allowed back in the Clubs until he/she is symptom-free.

THE FOLLOWING PROCEDURE WILL BE IMPLEMENTED FOR ANY CHILD NOT PICKED UP BY 7:30 P.M. DURING SCHOOL HOURS OR 5:00/5:30 P.M. DURING SUMMER (DAY) HOURS:

Your child will help staff with club shutdown until you pick them up. If your child is not picked up by 7:30 p.m. during school hours or 5:00 (Brookmill & McCormick Clubs), 5:30 p.m. (Fairfield Clubs) during summer hours, we will charge **\$1.00 for every minute late** and after 30 minutes we will call **Child Protective Services** to come and pick up your child. If Child Protective Services needs to be called, a meeting will need to take place with you and Denise Andorfer, Executive Director for continued attendance.

The Boys & Girls Clubs of Fort Wayne is a youth-serving social service agency and can not provide daycare services. We understand that events sometimes occur that are beyond your control. **Please understand that Club members must be picked up by 7:30 p.m. during school hours or 5:00/5:30 p.m. during summer hours.**

Please read through all enclosed information with your child and keep the top two pages to refer to when needed. Submit the completed application form with a copy of your child's birth certificate (we can copy if needed) and membership fee (\$10.00/year/child or \$25.00 total for a family of 3 or more children). If you have any questions, feel free to contact us at any time.

Thank you,

Denise Andorfer
Executive Director

Amos Norman
Director of Operations

CLUB RULES

1. **THERE WILL BE NO ENTRY TO THE CLUB WITHIN ONE HOUR OF CLOSING**, EXCEPT FOR ADULTS PICKING UP MEMBERS. ANY MEMBER LEAVING WITHIN THAT PERIOD WILL NOT BE ALLOWED BACK IN THAT EVENING.
2. **MEMBERS MUST HAVE VALID CLUB CARDS (WITH BARCODE) TO ENTER THE CLUB.** VISITORS MUST SIGN IN AT THE FRONT DESK AND MAY ONLY VISIT ONE TIME PRIOR TO OBTAINING A MEMBERSHIP AND CARD.
3. MEMBERS MUST RESPECT CLUB PROPERTY AT ALL TIMES.
4. MEMBERS MUST REMAIN IN THE CLUB AT ALL TIMES. **RUNNING IN AND OUT OF THE CLUB WILL NOT BE TOLERATED.**
5. ALL COATS, JACKETS, & BOOKBAGS MUST BE KEPT BEHIND THE FRONT DESK.
6. MEMBERS MUST BE COURTEOUS TO ALL MEMBERS, STAFF, AND VOLUNTEERS.
7. MEMBERS MUST KEEP HANDS TO THEMSELVES, ABSOLUTLY NO FIGHTING!
8. **NO RUNNING** INSIDE THE CLUB, EXCEPT IN THE GYM.
9. NO FOUL OR INAPPROPRIATE LANGUAGE, NO TAPES OR CD'S WITH PARENTAL ADVISORY LYRICS MAY BE PLAYED
10. NO DRUGS, ALCOHOL, TOBACCO, OR WEAPONS ARE ALLOWED ON CLUB PROPERTY.
11. NO GANG SIGNS, LANGUAGE, SYMBOLS, OR ATTIRE ARE ALLOWED IN THE CLUB.
12. NO HATS, SWEATBANDS, WAVE CAPS OR BANDANAS CAN BE WORN IN THE CLUB.
13. NO FOOD, DRINK, OR GUM IS ALLOWED IN ANY AREA OF THE CLUB OTHER THAN THE SNACK AREA.
14. ALL CLUB MEMBERS MUST WASH THEIR HANDS BEFORE AND AFTER EATING.
15. NO VISITORS UNDER SIX (6) YEARS OF AGE ALLOWED WITHOUT ADULT GUARDIAN ACCOMPANIMENT.
16. NO CELLPHONES, HEADPHONES OR MUSIC PLAYERS OF ANY SORT ALLOWED AT THE CLUB.

CONSEQUENCES

- 1st OFFENSE: VERBAL WARNING AND/OR ESSAY WRITING (offense may determine subject of essay).
2nd OFFENSE: CLUB SERVICE/ESSAY WRITING AND/OR TIME OUT
3rd OFFENSE: STAFF/CHILD/DIRECTOR AND/OR PARENT CONFERENCE
4th OFFENSE: SUSPENSION (Club Director to determine length of suspension)

Note: Some offenses may result in immediate suspension or termination of membership.

CORE CHARACTERISTICS OF THE CLUBS

The Boys & Girls Clubs of Fort Wayne...

are for boys and girls. They satisfy the age-old desire of young people to have a "club" of their own.

have full-time professional staff, supplemented by part-time staff and volunteers.

are facility-based. Activities are conducted in the warm, friendly atmosphere of facilities especially designed for youth programs.

are for boys and girls of all races, religions, and cultures.

have an open-door policy. Clubs are open to all members at any time during hours of operation.

have a varied and diversified program that recognizes and responds to the collective and individual needs of boys and girls.

are guidance-oriented. Clubs emphasize values inherent in the relationships between young people, their peers, and adult leaders. They help boys and girls make appropriate and satisfying choices.

make sure that all boys and girls can afford to belong with low membership fees



BOYS & GIRLS CLUBS
OF FORT WAYNE

Membership Information Form

Office Use Only:

Club ID Number: _____

KidTrax ID Number: _____

Comments: _____

Date: _____

First Name: Middle Name: Last Name:

Emergency Contact/Phone: Nickname: Date of Birth:

Gender: Male Female Member Status (Check One) New Member Renewing Member

Ethnicity: (Circle One)

African-American Pacific Islander Hispanic Asian South American White Multi-Racial
Native American Puerto Rican Haitian Cuban Latino Other

Home Address: City, State, Zip Code:

Phone: Name of Person Member Lives With: Internet Address:

School: Grade:

Names of Two People Who Are Authorized to Pick-up Club Member:

Name: _____
Relationship: _____
Phone: _____

Name: _____
Relationship: _____
Phone: _____

Father's Information

First Name: Last Name: Occupation:

Employer: Work Phone & Extension:

Mother's Information

First Name: Last Name: Occupation:

Employer: Work Phone & Extension:

Guardian's Information

First Name: Last Name: Occupation:

Employer: Work Phone & Extension:

Member Lives With (Circle One): Both Parents Mother Father Aunt/Uncle Sister/Brother Grandparents Guardian Other _____

Number of Sisters /Step-Sisters: Number of Brothers /Step-Brothers: Household Size: Medical Problems/Allergies (Please Print) _____

List All Medications Your Child is Taking:

Physician: Physician's Phone:

Do You Have Insurance? Yes No Insurance Company: _____ Policy Number: _____

Has your child been a Member of the Boys & Girls Clubs previously? Yes No Number of Years: _____ Which Club: _____

List Your Child's Hobbies: _____ Is Your Child a Member in Other Youth Programs? Yes No Names of Other Programs: _____

Does Your Child Know How To Swim? (Circle One) Yes No

The following information is necessary for our records and the funding our Organization receives. The answers you provide are completely confidential. Your cooperation in providing this information is both appreciated and necessary.

Member's Social Security Number: _____ Medicaid Number: _____ Family Setting: (Circle One)
 1 Parent Family 2 Parent Family 3 Other

Circle All Programs Which Apply:
 TANF SSDI SSI Day Care Voucher Food Stamps General Assistance School Lunch Program Veterans Compensation

Annual Household Income: (Circle One)
 \$9000 or less \$9001-\$12,000 \$12,001-\$15,000 \$15,001-\$19,000
 \$19,001-\$23,000 \$23,001-\$28,000 \$28,001-\$32,700 \$32,701-\$37,500 \$37,501-\$42,000 Over \$42,000

Please Circle All Areas That Apply To you or Your Family:
 UDC1 UDC4 UDC7 UDC10 UDC13 UDC2 UDC5 UDC8
 UDC11 UDC14 UDC3 UDC6 UDC9 UDC12 UDC15

I have read the completed application, understand the rules of the Boys & Girls Clubs of Fort Wayne and request that my son/daughter be admitted into membership. I have explained the rules to my son/daughter and agree that the Boys & Girls Clubs of Fort Wayne will not be responsible for any accident to the boy/girl while the Boys & Girls Clubs of Fort Wayne premises or while engaged in any of its activities away from the Boys & Girls Clubs of Fort Wayne. I give my consent for photographs, in which my son/daughter may appear to be used in away the may care to use them.

Parent or Guardian Signature _____ Club Member's Signature _____ Date: Month ___ Day ___ Year ___

LIABILITY RELEASE

The below Parent/Guardian hereby releases, waives, and discharges the Boys & Girls Clubs of Fort Wayne, its employees, volunteers, officers, Board, or any other entity or party affiliated with the Boys & Girls Club of America, Inc. from all liability for any and all loss or damage and any claim of damages resulting from participation in any and all activities, transportation, or other involvement associated with participation with the Boys & Girls Clubs of Fort Wayne.

The Parent/Guardian agrees and understands that this release is intended to be as broad and inclusive as is permitted by the Laws of the State of Indiana.

The signature below signifies that this release is effective on the date listed below and that the Parent/ Guardian signing below has the legal authority to sign a release for the minor child/member listed below.

_____ I hereby consent to and authorize the use or reproduction by the Boys & Girls Club of Fort Wayne of any and all photographs and videos taken of my child for the purpose of promotion, without compensation to me.

_____ I give consent for my child to complete the National Boys & Girls Club of America Youth Surveys.

The Club must always remain a Positive, Safe Place for kids.

I have read, understand, and accept the above rules and liability release. I agree that as a member of the Boys & Girls Clubs of Fort Wayne, I will abide by these Rules daily, or I may be asked to leave the Club.

_____ Club Member Signature _____ Date _____ Parent Signature _____ Date _____