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BOYS & GIRLS CLUB OF WEST SPRINGFIELD

Registration

Please note that all information is kept confidential.

Child's Name: _____ D.O.B. ____/____/____ Age: _____

Address: _____ City: _____ State: ____ Zip: _____

Primary Telephone: (____) _____ Circle One: Home / Cell / Work

Date of Registration: ____/____/____ Start Date: ____/____/____

Name of School (SY 2018-2019): _____ Grade (SY 2018-2019): _____

Primary Language (if other than English): _____

Optional (for funding purposes only): Does your child receive: Free Lunch / Reduced lunch / N/A (circle one)

PHYSICAL DESCRIPTION OF CHILD AND CURRENT PICTURE:

Eye Color: _____ Hair Color: _____ Height: _____ Weight: _____

Sex: Male / Female (circle one) Race/Ethnicity: _____ Identifying Marks: _____

TO BEST SERVE EACH CHILD THE CLUB REQUIRES THE FOLLOWING QUESTIONS BE ANSWERED AT THE TIME OF REGISTRATION

Yes or No (circle one) Does your child have any medical/health conditions, allergies, dietary restrictions or other special needs? (Examples: Asthma, allergy to penicillin, allergy to nuts, gluten free diet, etc.)

If yes, please specify: _____

Yes or No (circle one) Does your child require medication or treatment while at our program?

If yes, please specify: _____

*Any prescription medications must be provided in their original boxes/bottles with the pharmacy label attached. *The Club Will Provide two medication consent forms to be completed & signed by a physician & parent/guardian. These forms are required if your child needs to take medication while at the Club.

Yes or No (circle one) Does your child receive accommodations as part of an IEP (Individualized Learning Plan), 504 or other special needs accommodations? If yes, please specify (attach additional pages if necessary):

Yes or No (circle one) Are there any custody agreements, court orders or restraining orders pertaining to this child? If yes, please attach.

** NOTE: Court orders/custody/guardianship documentation is required to deny release to another parent.**

Yes or No (circle one) Is there any other information that will help your child successfully participate in our programs? If yes, please explain (attach additional pages if necessary): _____

EMERGENCY INFORMATION

Child's Physician: _____ Phone: _____
Address: _____
Health Insurance Carrier: _____ Policy Number: _____

Parent/Guardian Contact Information

How were you referred to WSBGClub?:

- My Child attended previously I attended as a child A friend/family Member My Child's school
 Facebook WSBGClub's Website Newspaper Ad Email from WSBGClub Other _____

Parent/Guardian Information (Primary Contact):

Parent/Guardian Name: _____
Email Address: _____
Relationship to Child: _____
Home Address: _____
Home Phone #: (____) _____
Cell Phone #: (____) _____
Employer's Name: _____
Employer's Address: _____
Employer's Phone #: (____) _____ Hours at Work: _____ to _____
Preferred contact #: Home / Cell / Work (Please circle one)

Parent/Guardian Information:

Parent/Guardian Name: _____
Email Address: _____
Relationship to Child: _____
Home Address: _____
Home Phone #: (____) _____
Cell Phone #: (____) _____
Employer's Name: _____
Employer's Address: _____
Employer's Phone #: (____) _____ Hours at Work: _____ to _____
Preferred contact #: Home / Cell / Work (Please circle one)

Parent/Guardian Signature

____/____/____
Date

Child Pick-Up/Emergency Contact Information

Children will ONLY be released to Parents/Guardians listed on the previous page and the contacts who are listed below. Written consent from ONLY a Parent or Guardian must be provided to add a pick-up person to the list. This list is updated every School Year & Summer Camp session. The list of contacts you provide to the Boys & Girls Club of West Springfield will be used in the case of an emergency and/or, if the Parent/Guardian cannot be reached. Please note, these contacts must be at least 18 years of age. Please supply a written note to the Membership Office Staff, if anyone other than the Parent/Guardian(s) or Emergency Contact(s) listed below plans to pick up your child. Any and all persons authorized to pick up your child will be required to show photo ID at time of pick-up in compliance with our childcare license.

Name: _____ Relationship to Child: _____

Address: _____

Home Phone: (____) _____

Cell Phone : (____) _____

Work Phone: (____) _____

Name: _____ Relationship to Child: _____

Address: _____

Home Phone: (____) _____

Cell Phone : (____) _____

Work Phone: (____) _____

Name: _____ Relationship to Child: _____

Address: _____

Home Phone: (____) _____

Cell Phone : (____) _____

Work Phone: (____) _____

Name: _____ Relationship to Child: _____

Address: _____

Home Phone: (____) _____

Cell Phone : (____) _____

Work Phone: (____) _____

I give permission to the above listed contacts to pick up my child from the Boys & Girls Club of West Springfield.

Parent/Guardian Signature

____/____/____
Date

Consent Form

Please carefully read and initial each line. By initialing, you agree to and understand all the terms listed below.

I understand that I must provide my child's up-to-date physical exam and immunization record prior to his or her participation in Summer Camp.	Required
I understand that the Staff at the WSBGClub are trained in the basics of First-Aid and CPR, and I authorize them to give my child First-Aid and CPR when appropriate.	Required
In the case of emergency, I give the WSBGC permission to take my child to the nearest medical emergency treatment facility and to authorize necessary treatment until I can be reached.	Required
I give the WSBGClub permission to take my child on scheduled field trips and understand that a third-party bus company will provide transportation for our members to and from the field trip.	Required
I understand that in the event my child does not wish to attend the scheduled field trip, my child <u>won't</u> be able to attend the Club that day as all staff will be on the field trip. I will secure alternative care arrangements for my child for this day only.	Required
The Program Development Director may request a conference regarding my child's behavior and/or incident that may warrant suspension or termination. I understand that it is to the discretion of the Program Development Director whether my child will be suspended or terminated from the program. I also understand that I may request a conference to discuss matters that concern my child and the program.	Required
I give the WSBGClub permission to photograph my child to be used in displays and promotional materials.	
I give the WSBGClub permission for my child to use computers according to the Club rules.	

Transportation Plan and Authorization

(Please check (✓) the appropriate line to indicate how your child will arrive and depart)

ARRIVAL MY CHILD WILL ARRIVE TO THE PROGRAM BY:	DEPARTURE MY CHILD WILL DEPART THE PROGRAM BY:
<i>Example:</i> <input checked="" type="checkbox"/> Contract Van	<i>Example:</i> <input checked="" type="checkbox"/> Parent Pick-Up
<input type="checkbox"/> PARENT DROP OFF <input type="checkbox"/> PUBLIC TRANSPORTATION <input type="checkbox"/> SCHOOL/PROGRAM BUS/VAN <input type="checkbox"/> CONTRACT/VAN <input type="checkbox"/> PRIVATE TRANS. ARRANGED BY PARENT BY <input type="checkbox"/> OTHER (Please Specify)	<input type="checkbox"/> PARENT PICK UP <input type="checkbox"/> PUBLIC TRANSPORTATION <input type="checkbox"/> SCHOOL/PROGRAM BUS/VAN <input type="checkbox"/> CONTRACT/VAN <input type="checkbox"/> PRIVATE TRANS. ARRANGED BY PARENT BY <input type="checkbox"/> OTHER (Please Specify)

Please note, each morning and afternoon, the Parent/Guardian or other authorized contact must accompany your child into the building and sign them in and out of the program.

Parent/Guardian Signature

____/____/____
Date

GREAT FUTURES START HERE.



BOYS & GIRLS CLUB
OF WEST SPRINGFIELD

This information is *optional* and strictly confidential.
It is collected for grant funding purposes ONLY!

Ethnicity: (Please Circle All That Apply)

African American Multi-Racial
Asian Native American
Caucasian Pacific Islander
Hispanic Other _____

Household: (Check All That Apply)

Member Lives With:

Mom _____ Grandparent _____
Dad _____ Foster Parent _____
Step-Mom _____ Other _____
Step-Dad _____

Annual Household Income: _____

Number of Individuals in Household Over 18 years of age: _____

Number of Children in Household Under 18 years of age: _____

Is there a member of the Household 65 or Older? Yes _____ No _____

Is there a member of the Household who is Handicapped? Yes _____ No _____

Current Head of Household: Female _____ Male _____ Both _____

Current Single Parent: Yes _____ No _____

Military Service Member in Household: Yes _____ No _____

Branch: _____ **Base:** _____ **Rank:** _____

Status: Active _____ Reserve _____ Guard _____

SUMMER CAMP

A Recent Physical Exam and Immunization Records are required for summer camp.

Please provide documentation of physical exam, immunization, and lead screening *at time of registration*.

REMINDER: Failure to provide a complete and accurate registration form, may delay your enrollment or may result in termination of your child's membership.

Swimming CONSENT

I give my child permission to use the Main Street swimming pool while at the WSBGC's Summer Camp, with the understanding that proper supervision and lifeguards are in place. **YES or NO**

I give my child permission to go in the deep end at the Main Street swimming pool, which is 4 feet deep. **YES or NO**

Swim Level: (Please circle one) Non-Swimmer Beginner Intermediate Advanced

Boys & Girls Club of West Springfield Summer Camp Registration

To avoid a delay in enrollment, please ensure you ...

___ Have filled out, signed, and initialed all sections of the registration form

___ Have signed the financial form (the first page of the packet) and indicated method of payment

___ Paid the registration fee and deposit, or signed up for e-pay (as applicable)

___ Read and initialed/signed all policies/consent forms

___ Received the parent handbook and understand the policies and procedures of the Club's Summer Camp Childcare Programs. It is available at www.wsbgclub.org.

By signing this form, I acknowledge that I have read, understand and agree to all policies herein and in the Parent Handbook. I also acknowledge that the information provided on this form is true and accurate. I understand that if I provide an incomplete or inaccurate registration form, my child may not be able to enroll or may be terminated from the program.

Parent/Guardian Signature

____/____/____
Date