



BOYS & GIRLS CLUBS
OF DOOR COUNTY

Teen Center (6th-12th) Program Parent Guide

Registration & Fees

The cost of membership is \$10.00. An annual membership is valid from September-August. A completed membership application, permission form and behavior form must be completed to become a member.

Visitor Policy

With the exception of special events, parents and guests are welcome to tour our facility by appointment while accompanied by a staff member. Please respect the boundaries that are established for the safety of our members.

Membership Cards

Members will receive a membership card within two days of their application and membership fees being received. It is the member's responsibility to take care of their individual card. If a member damages or loses their card, they will be charged a \$1.00 replacement fee. .

Hours of Operation

The Teen Center, for grades 6-12, is open Monday-Friday from 2:30p.m.-6:30p.m.

Open Door Policy

Teen Center members may check themselves in or out at any time. After checking in, members may check out and leave the Teen Center, but they may only check themselves back in ONE time. This may be revoked by contacting the club in writing.

Half Days / Full Day/Snow Day School Closings

The Club will be open to members for Sturgeon Bay, Southern Door, and Sevastopol half days at no cost. The club will be available for Sturgeon Bay full days for \$5 per day through pre-registration, or \$10 the day of. The club follows the Sturgeon Bay district decisions on snow days. We will be closed on all snow days, but will be open for full day programming if it is a "Cold Days". The Club will be closed Sept. 4, Nov. 23-24, Dec. 25, Jan. 1, May 28, and July 4. *(The club reserves the right to be closed if we do not have enough pre-registered members during breaks and full days. So please sign up in advance. 😊)*

Pick-Up & Sign-Out

Parents/Guardians or authorized individuals will sign members out at the Front desk. The Boys and Girls Club of Door County (BGCDC) will only release members to those on the authorized pick-up list provided by the member's parent or guardian. Individuals will be asked to show proper identification. No member will be released to an unauthorized individual. In the case that someone is not authorized, the parent/guardian of the member will be notified. The members will remain in custody of the Boys and Girls Club of Door County until an authorized individual arrives to pick-up the member. Parents or guardians may not call to add an authorized individual. We must receive any additions to the list in writing, or by email.

Personal Belongings

The Boys and Girls Club of Door County is not responsible for lost, stolen or damaged belongings.

Meals and Snack

A healthy snack will be offered to all members each day. We will do our best to accommodate allergies or special needs, but cannot guarantee alternatives. Dinner will be provided to Club Members at 5:30 every Monday, Wednesday and Thursday evening.

Medication Policy

The Club will administer medication with proper authorization from a physician (this includes over-the-counter medication). Medication MUST be in the original bottle with the member's name, dose of medication, and time to be given printed on it. Members are not allowed to have any type of medication in their back packs.

Electronics Policy

Members will be allowed to use their cell phones and laptops in the Teen Center. Teens must use appropriate language when texting or talking on the phone. I-Pods and MP3 players are also allowed. Members may also use personal gaming systems.

Computer/Social Media Policy

All members will be required to attend an internet safety course hosted at the Boys and Girls Club in order to use the internet and social media. After completion of this course, members must sign and agree to the Electronics Policy. Any member who does not follow the policy will lose computer privileges at the Boys and Girls Club.

Dress Code

Members must follow the school district dress code and dress appropriately for the weather. Please send member with sneakers.

Behavior Policy

Membership at the BGDC is a privilege. Each member must sign and understand the Club's behavior policy; Be Respectful, Be Responsible, Be Safe and Be Great.

Program Participation

The Boys and Girls Club of Door County encourages all youth to participate in the variety of Club activities and events provided. To benefit the most from their experience in our program, they need to be active in all aspects of the Club. Please help us in encouraging your child to be an active participant in programming, field trips and activities to make the most of their Club experience.

Contact Information

Teen Center- The Club
55 S. Third Avenue
Sturgeon Bay, WI 54235

Program Director- Brit Gartner

Phone: 920-818-1046

Email: bgartner@bgcdoorcounty.org