



2022-2023

MEMBERSHIP APPLICATION

INSTRUCTIONS: Please read the attached rules and policies before completing this form. Return all completed forms to David G. Hatch Center. Our membership year runs from September-August. The fee is \$36 per school year, per child, with a maximum of \$72 per family. Scholarship applications are available upon request.

Member Information: (Please check one) New Member Re-Enrollment **Member Information:** (Please check one) New Member Re-Enrollment

Member's Name: _____ Gender: Male Female Other

Street Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: ___/___/___ Age: _____ Name of School: _____ Grade: _____

Youth lives with: Both Parents Mom Only Dad Only Joint Custody Guardian Other Family

Allergies/Medical Conditions: _____

Medications: _____

Does your child have a social/behavioral/developmental diagnosis? Please explain.

What information would you like us to know regarding your child's behavioral needs?

If medication will be distributed at the Boys and Girls Club of Door County, the medication authorization form must be completed. You can get a copy at the Hatch Center Front Desk
If your child has a milk allergy, we require a doctor's note.

Individual Education Plan (IEP)? IEP Name: _____ Agency: _____

Parent/Guardian Information:

Primary Parent/Guardian: _____ Relation to Member: _____ Date of Birth: ___/___/___

Street Address: _____ City: _____ State: _____ Zip: _____ Home

Phone # _____ Cell Phone # _____ Work Phone # _____ Place of

Employment: _____ Email: _____ Other

Parent/Guardian: _____ Relation to Member: _____ Date of Birth: ___/___/___ Street

Address: _____ City: _____ State: _____ Zip: _____ Home

Phone # _____ Cell Phone # _____ Work Phone # _____ Place of

Employment: _____ Email: _____

Information necessary for grants (this information must be filled out for membership to be processed):

Are you going to apply for a scholarship? Yes No

Annual Household Income: Under \$10,000 \$10,000-\$14,999 \$15,000-\$24,999 \$25,000-\$34,999
 \$35,000-\$49,999 \$50,000-64,999 65,000-79,999 80,000-99,999 100,000+

Total Number of Household Members (Including the member on this application): _____

Military Household Member? Branch of Service: _____

Member Ethnicity: African American Asian/Pacific Islander Caucasian Hispanic/Latin

Multi-Ethnic American Indian Other: _____

Check all programs from which family receives assistance:

SSDI Reduced School Lunch Free School Lunch SSI Food Stamps Veterans

Compensation TANF General Assistance MA (Medicaid, BadgerCare, etc.)

Would you like your family to be included in our Weekend Meals Program? No Yes, send more information!

Please list in order of priority of any adults, *other than yourself*, who may pick up your child in an emergency. Only individuals on this list will be permitted to pick up your child. ID may be required. ***No child will be released to anyone without written and signed authorization from a parent or guardian.***

Name	Relationship to Member	Phone #	Type of Phone (Cell, Home, Work)

Please list any parent/guardian who is not authorized to pick your child up:
 (Court documentation required)

Name	Relationship to Member	Phone #	Type of Phone (Cell, Home, Work)

Parent/Guardian Signature: _____ **Date:** _____

If you have any questions, feel free to reach out the Membership Coordinator, Amanda LaRoche, at membership@bgcdoorcounty.org or call the club directly.



BOYS & GIRLS CLUB
OF DOOR COUNTY

DONATION REQUEST FORM

Help us help you by donating what you can.
It costs about \$1,200 per member for school year programming.

When Everyone Contributes a Little, We Can Do a Lot!

First Name: _____ Last Name: _____ Mailing Address: _____ Phone #: _____ Type: _____ E-mail: _____

\$5 \$10 \$20 \$50 \$100 Other Amount: _____

Please provide your payment information below or give online www.bgcdoorcounty.org

Account Type: Checking Savings

Account # _____ Routing # _____

OR

Credit Card #: _____ Expiration Date: _____ 3-Digit Security Code: _____

Signature: _____

If you wish to use Check or Cash, please submit to the Hatch Center Front Desk with this form.

55 S. 3rd Ave, Sturgeon Bay, WI 54235

THANK YOU FOR YOUR CONTRIBUTION!



Parent Guide Terms & Behavioral Policies Agreement

Please read & sign

Agreement I hereby approve my child's application for membership to Boys & Girls Club of Door County (BGCDC). My child and I have read this agreement and we agree to follow the Club rules and policies. We understand that Club membership is a privilege and may be suspended/canceled at any time, at the Club's discretion.

Internet Usage I hereby understand that my child will have access to the internet for web browsing and educational purposes. Internet safety is taught and Club members are supervised while on the internet. Elementary Club members have restrictions on what websites are available due to violent or inappropriate content.

Viewing Movies BGCDC has my permission to allow my child (elementary age) to view children's movies that are rated PG (examples would be Up, How to Train Your Dragon). Or movies rated PG-13 (Examples would be: Harry Potter, X-men, etc.) for Teen Center members. These movies will be watched in advance by staff.

BGCA Data I give my permission to BGCDC to share information about the minor child listed on this application with Boys & Girls Club of America (BGCA) for research purposes and/or to evaluate program effectiveness. Information that will be disclosed to BGCA may include the information provided on this membership application form, information provided by the minor child's school or school district, and other information collected by BGCDC, including data collected via surveys. All information provided to BGCA will be kept confidential.

BGCA Surveys | give my permission to BGCDC to survey my child about his or her Club experiences, risk behaviors, skills and attitudes through the BGCA National Youth Outcomes Initiative (NYOI) survey. I am aware blank sample copies of the survey will be available for review at the Front Desk with the opportunity to opt-out my child.

BGC Programming I hereby give consent for my child to participate in all educational and mentoring programs including Power Hour and Project Learn, Stride Academy and OJJDP. I understand that BGCA based, as well as Club created, curriculum descriptions are accessible on the BGCDC web site.

School District I give my permission to BGCDC and my child's school to exchange information regarding my child. Information that will be shared may include the information provided on this membership application form, school records involving student progress, behavior, and attendance, and other information collected by BGCDC, including data collected via surveys or questionnaires. The purpose of this exchange is to help both organizations do a better job of helping the student be successful in school and in the Club. This release is valid for one year and may be revoked by contacting my child's school in writing.

Human Services/Family Services I give my permission to BG CDC to exchange information regarding my child with Door County Human Services. Information that will be shared may include the information provided on this membership application form, behavior, attendance and other information collected by BG CDC. The purpose of this exchange is to help BG CDC and Human Services/Family Services do a better job of helping the members be successful. This release is valid for one year and may be revoked by contacting the Club in writing.

Travel Policy I authorize BG CDC to transport my child on excursions on their bus, within the local area, with authorized staff during normal Club operating hours. No additional permission slip is required. I understand that BG CDC complies with State Licensing requirements for the operation of its bus and transport of Club members. I understand that I will receive notice of and a permission slip for extended off-site field trips.

Walks I authorize BG CDC to take my child on walking trips within the local area with authorized staff during normal Club operating hours. I understand that BG CDC complies with State Licensing requirements for off-site excursions.

Media/Photo Permission I hereby grant BG CDC the irrevocable right to photograph and record my child's physical likeness and to use said images in the production of promotional materials for BG CDC. I relinquish all rights to copyright, title, property interest and/or any other photographs and I waive the right to inspection and approval of the finished reproduction.

Medical Emergency I will not hold BG CDC responsible in case of any injury resulting from my child's participation in Club programs. I give permission for Club staff members to provide first aid treatment to my child. I also allow a physician or hospital to administer emergency treatment to my child as deemed necessary.

Check-out Policy I understand that Club members may not check themselves out at any time unless a written permission form has been signed and is on file at the front desk. Self check out for younger members is discouraged and requests are reviewed on a case by case basis. I also understand that if I request for my child to check out, BG CDC is in no way responsible for my child and that BG CDC has no way of supervising my child after they check out.

Being a member at Boys & Girls Club of Door County is a privilege and Club environment needs to be safe and fun for all members, staff and volunteers at all times.

A safe, positive and fun environment for all requires that each member abide by the rules of the Club and participate in planned activities.

Club members who require staff to repeatedly direct them toward better behavior choices disrupt the positive Club experience for other Club members. Parents will be notified regarding repeated behavior problems.

Behavioral Policies & Procedures

Please review and refer to these policies and procedures during the duration of your child's membership.

Behaviors Defined

- **Positive Behavior** is an action that communicates a young person's thoughts and feelings in ways that promote safety and connection with peers and Club staff. For example, a child helping staff clean up after an activity, or a child helping a peer learn the rules of a game.
- **Concerning Behavior** is an action that negatively impacts a young person's participation in Club activities or relationships with others. For example, a child refusing to clean up after a project, or a group of youth excluding one member, persistent avoidance of activities, hiding.
- **Challenging Behavior** is any action or repeated pattern of behavior that negatively impacts the ability for staff to implement programming and for other youth to be engaged in Club activities. For example, running away, hiding, persistent avoidance of activities, aggression, property destruction, or screaming, use of inappropriate language and gestures, leaving the group setting without permission, vandalism of club property, ignoring and/or disregarding staff or volunteer instructions.
- **Unsafe Behavior** is an action that places other youth or staff at risk for immediate physical, social or emotional harm. For example, fighting, running away or throwing items at staff or youth, leaving the group setting without permission, violating the rules established for field trips and vehicle rider safety, inappropriate touching, presenting an emotional or physical danger to oneself or other members, staff or volunteers, use of inappropriate language and gestures, bringing alcohol, drugs, or tobacco into the club, property destruction, repeatedly ignoring and/or disregarding staff or volunteer instructions.

Responses to Behavior

The following are examples of ways in which staff are trained to respond to behavior. Staff are trained to use trauma-informed approaches when working with Club members.

- **Take 5's** are used to give Club member's an opportunity to sit out of an activity and reset until they are calm enough to rejoin the activity.
- **De-escalation** methods are used when a Club member is in a heightened state of emotion and uses techniques to help Club members get to a place where they are ready to problem-solve.
- **Reframing Conflict** methods are implemented by Club staff when club members may be in conflict with each other. This method gives each youth the opportunity to feel heard and works towards creating a solution that is appropriate for all involved.

Behavior Management Procedure

The following steps will be taken in the event of a behavioral incident.

1. **Reasoning:** Communication between the club member(s) and staff member(s) to identify the problem and determine a possible solution. At this point, club members are given a chance to explain what happened, and with the support of program staff, are able to make a choice about what they should do next.

2. Removal/Loss of Privilege - Club members may receive temporary removal from a program area to take a break or a loss of privileges (such as tech time). Staff members will encourage Club members to make better choices and may offer options to regain privileges. Repeated behaviors may result in a referral with the Director of Social and Emotional Learning, as well as an incident report.

3. Incident Report: This documentation dictates who, what, when, where, and why a behavior occurs. Every incident report may not require a parent/guardian meeting, but all forms are available upon request. Depending upon the severity of the incident, and whether there have been numerous incident reports over a period of time, a club member may be given a suspension from the Club.

4. Suspension: Major incidents where an individual member compromises the safety of other club and/or staff members may result in suspension. Repeated violations which stem from the behaviors not consistent with Club policies and expectations may result in additional and/or extended suspensions. Length of suspension will be determined at the discretion of the DPO and Director of SEL and may require a conference with the parents/guardians before returning. Length of suspension will be determined by the seriousness of the infraction. We encourage members and parents/guardians to use this time to review the Club's expectations.

5. Immediate Pick-Up: In the event of a suspension, all Club members must have a parent/guardian or back up emergency contact to pick them up in a timely manner. If a Club member's contacts are unable to be reached, the club reserves the right to contact authorities and updated contact information may be required prior to returning.

6. Expulsion: A serious infraction and/or repeated suspensions and violations of the Club rules may lead to total expulsion from the Club. Expulsion is at the discretion of the DPO and Director of SEL, or the CEO. A conference will be held with the parents/guardians outlining this action.

Staff considerations when supporting and responding to behavior:

- Impact on the youth expressing behavior (extreme emotional distress, threat of harm to self) ●
- Impact on others (physical harm, emotional harm, loss of property)
- Impact on the program (loss of ability to run programs, maintain safe and positive culture) ●
- Duration & Frequency
- Age & Development level of youth
- Individual circumstances
- The Club's ability to provide reasonable accommodations
- The experience of the larger Club community

Please provide Clubhouse Leadership with any other information about your child that may help us in working with them. The more we know about your child, the better we can serve them. Thank you for choosing the Boys & Girls Club of Door County.

I have read, reviewed, and agree to the terms and conditions.

Parent Signature: _____ **Date:** _____



Member rules of the Club & Behavior Expectations

Please read and sign with your child

BE RESPECTFUL

- Respect yourself, peers, staff and volunteers
- Practice the golden rule - treat others the way you would like to be treated
- Respect the Club and other's property
- This is your Club-help keep it in good shape
- Respect learning
- Follow directions the first time they are given
- Participate in planned activities

BE RESPONSIBLE

- Accept responsibility for your own actions
- Come prepared to participate
- Be responsible for all your belongings

BE SAFE

- Wear a Mask
- Wash your hands
- Keep hands, feet and objects to yourself
- Use body basics, line basics, and table manners
- Remain with your designated group at all times
- Use sidewalks and crosswalks in the appropriate manner
- Follow field trip policies

BE GREAT

- Have a good attitude
- Choose to be here - this is your Club, make it fun!

My child and I have reviewed and my child agrees to the terms and behaviors laid out in this document. We understand that repeated behavior problems may result in suspension or expulsion. Appeals to expulsion may be submitted in writing to the CEO for review.

Member Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____



PARENT/GUARDIAN OJJDP MENTORING PROGRAM CONSENT FORM

“A mentor is someone who allows you to see the hope inside yourself.”

I, the parent or legal guardian for _____ hereby give my permission for my child to participate in the Mentoring Program, conducted in regularly scheduled activities at the Boys & Girls Club of Door County.

I fully understand that the program is staffed by club staff, who are screened (including a FBI fingerprint criminal background check) and trained before beginning in the program. My child will be involved in mentorship related programming for a minimum of one hour per week.

I understand that my child will participate in an orientation session at the Club in which the program will be explained.

I understand that the staff of the Club will provide ongoing monitoring of the mentoring activities.

I permit the Mentoring Program staff and the Boys & Girls Club to utilize photographs of my child taken during his/her involvement in the mentoring program and waive all rights of compensation.

Please sign the permission form and return to the Boys & Girls Club of Door County and return with your completed membership forms.

(Signature of Parent/Guardian)

(Printed name of Parent/Guardian)

Date _____



WISCONSIN AFTER 3

Dear Parent or Guardian,
Congratulations! Your student is invited to participate in Wisconsin After 3.

What is Wisconsin After 3?

Wisconsin After 3 is funded by the State Department of Children and Families and utilizes two highly acclaimed programs that boost positive youth outcomes by increased reading and math fluency and career preparedness.

Power Hour – Making Minutes Count:

Boys & Girls Clubs will improve the reading and math fluency levels for all participants implementing the **Power Hour: Making Minutes Count** program which contains the following components:

1. **Homework help and tutoring program** for youth ages 6 to 18.
2. **Stride Academy**- online personal learning that can be accessed at any time and matched to the students individual skill needs in math, reading and science.

Power Hour helps drive positive outcomes for youth in the area of academic success by extending learning beyond the school day. It offers a structured time and place for Club staff and volunteers to help members **complete their homework** – and start each school day better prepared and with a sense of confidence and competence. In addition, Power Hour offers small-group or one-on-one tutoring assistance for members identified as needing additional help with specific subjects or skills.

Beyond the academic benefit, consistent homework completion helps young people develop **valuable organizational and interpersonal skills** – including time management, prioritizing, task completion and working cooperatively with others. These skills are necessary for achievement in school and are a foundation for a successful life.

Stride Academy, a perfect addition to Power Hour, is a web-based, motivational education program for PreK-high school accessible 24/7 on PCs, Macbooks, and tablet devices.

Created for and aligned directly to the **Common Core State Standards**, Stride Academy curriculum delivers online individualized practice tailored to each Club Member's needs in an interactive and engaging video game format.

Stride™ adaptive technology automatically engineers a customized learning plan for each student as they practice skills. Stride drills deep to discover and remediate the exact standards where the student is struggling. Repositioning the student where he or she can succeed –even several grades lower – builds the foundational skills needed to advance up to grade-level mastery... and beyond. Along the way, Stride Academy delivers video lessons and printable study guide pages to target weak skills, and delivers teachable moments through educational rationales for every incorrect answer choice. Club members are never, at any point, aware of the grade level at which they or their peers are performing in Stride Academy – a great equalizer in the Club setting.

CareerLaunch:

CareerLaunch is BGCA's job-readiness and career preparation program for teens. It provides fun and interactive activities for youth ages 13 to 18 to explore a broad range of career areas, match their interest to career clusters and identify the skills and education needed for their particular career path. CareerLaunch is designed to support youth in preparing for their first job, internships, summer employment and so much more! Career Launch includes fun and engaging high-yield activities that encourage career exploration, promote skills development and foster work-based learning experience. The Teen Tips booklet complements the program by offering tips on securing that first job, summer employment, internships and planning for postsecondary education and career success.

In order for your child to participate in this program, your family income must be at or below 200% of the federal poverty level. Please check the line next to each program for which you are enrolled.

TANF Programs: Other Programs:

- Wisconsin Works (W2) SNAP (FoodShare)
- Wisconsin Shares WIC
- SSI-Caretaker Supplement Free/Reduced Lunch
- Transform Milwaukee Jobs/Transitional Jobs

My family income is at or below 200% of the poverty level.

Youth Name (Printed): _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

*For more information about the federal poverty level go to:

<https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines>



Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to spread mainly from person-to person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

Boys & Girls Club of Door County has put into place preventative measures to reduce the spread of COVID-19; however, the Club **cannot guarantee** that you or your child(ren) will not become infected with COVID-19. Further, **attending the Club could increase** your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending the Club and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at the Club may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Club employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at the Club or participation in Club programming ("Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless the Club, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of the Club, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Club program.

(Signature of Parent/Guardian) (Date)

(Printed name of Parent/Guardian)

(Name of Club Member)



2022-2023 After-School Membership Checklist

Please return this packet with each form filled out neatly, accurately and completely along with Membership payment or Scholarship Application.

Incomplete packets will not be accepted for registration.

- _ 2022-2023 Membership Application**
- _ Yearly Membership Payment (check/cash/credit card) or Scholarship Application _**
- Donation Request form (optional)**
- _ Signed Parent Guide, Terms & Behavior Agreement**
- _ Signed Member Rules of the Club & Behavior Expectations**
- _ Signed Parent Permission to participate in the OJJDP Mentoring Program _ Signed**
- Parent Permission for our Wisconsin After 3 Academic Success Program _**
- Assumption of Risk and Liability Waiver relating to COVID-19**