



Member#:

Location
Ruidoso

FOR ADMIN USE ONLY
Membership Entered
Staff _____ Date _____

MEMBERSHIP APPLICATION

As a State licensed After School Care provider, we require all families to go through the financial qualification process with the Early Childhood Education and Care Department (ECECD) PRIOR to their child(ren) attending. For those families who are denied, we do accept private payment after receipt of the denial.

Child's First Name:		Middle:	Last:
Date of birth:	Gender: M F		Age:
Is your child allowed to leave the Club on their own? Yes No		Home Phone #:	
Physical Address:		Mailing Address:	
City:	State:	Zip:	
School:			
Ethnicity: <input type="checkbox"/> African American <input type="checkbox"/> Native American/Alaskan <input type="checkbox"/> Arab <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Caucasian <input type="checkbox"/> Multi-Racial <input type="checkbox"/> Other _____			

CONTACT/FAMILY INFORMATION

Parent Guardian (circle one) Name:		
Employer:	Title	Work Phone:
Cell Phone:	E-mail:	Home Phone:
Parent Guardian (circle one) Name:		
Employer:	Title	Work Phone:
Cell Phone:	E-mail:	Home Phone:

CONTACTS – ADDITIONAL CONTACTS PUT ON THE BACK OF THE APPLICATION

Name:	Cell Phone:
Relationship to child:	Other Phone:
<input type="checkbox"/> Emergency Contact <input type="checkbox"/> Authorized to Pickup	
Name:	Cell Phone:
Relationship to child:	Other Phone:
<input type="checkbox"/> Emergency Contact <input type="checkbox"/> Authorized to Pickup	
Name:	Cell Phone:
Relationship to child:	Other Phone:
<input type="checkbox"/> Emergency Contact <input type="checkbox"/> Authorized to Pickup	
Name:	Cell Phone:
Relationship to child:	Other Phone:
<input type="checkbox"/> Emergency Contact <input type="checkbox"/> Authorized to Pickup	

ANYONE NOT AUTHORIZED TO PICK-UP CHILD – ADDITIONAL NOT AUTHORIZED PUT ON THE BACK OF APPLICATION

Name:	Relationship to Child:
Name:	Relationship to Child:
Name:	Relationship to Child:



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MULTIPLE CHILDREN INFORMATION

Child's First Name: _____ Middle: _____ Last: _____

Date of Birth: _____ Gender: M F _____ Age: _____

Is your child a member of the Boys & Girls Club? Yes No
If yes, what school _____ Member # _____

Child's First Name: _____ Middle: _____ Last: _____

Date of Birth: _____ Gender: M F _____ Age: _____

Is your child a member of the Boys & Girls Club? Yes No
If yes, what school _____ Member # _____

Child's First Name: _____ Middle: _____ Last: _____

Date of Birth: _____ Gender: M F _____ Age: _____

Is your child a member of the Boys & Girls Club? Yes No
If yes, what school _____ Member # _____

FAMILY INFORMATION

Number of Brothers/Step Brothers: _____ Names/Ages: _____

Number of Sisters/Step Sisters: _____ Names/Ages: _____

Are parent/guardian Active Military, Reserves or Veteran: Yes No

OTHER IMPORTANT INFORMATION AND SAFEWORD

A safe word is a word or phrase containing letters or numbers that allows the Front Desk at BGCCLC to change, add or remove any information on your account. This phrase will remain in confidence unless you share this phrase with people of your choosing. The SAFE WORD is also used for all phone conversations. The Safe Word will be allowed on RARE occasions only for pick up.

Safe Word: _____

MEDICAL INFORMATION

Permission for treatment by Doctor/Hospital: Yes No

Allergies: _____ Physical Limitations: _____

Asthma: _____ ADD: _____ ADHD: _____ Autism: _____ Dyslexia: _____

Physicians Name: _____ Physicians Phone Number: _____

Insurance Carrier: _____

Policy Number: _____

Name Of Policy Holder: _____

RELEASE STATEMENTS

PLEASE NOTE THE BOYS & GIRLS CLUB CANNOT ADMINISTER ANY MEDICATIONS THAT REQUIRE REFRIGERATON. ONLY MEDICATIONS PRESCIBED BY A PHYSICIAN IN THE ORIGIANL PRESCRIPTION BOTTLE CAN BE ADMINISTERED. PLEASE NOTE ADDITIONAL PAPERWORK WILL BE REQUIRED. NO OVER THE COUNTER MEDICATIONS WILL BE ADMINISTERED.



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I, the parent/guardian of the minor child listed on this application, for ourselves, our heirs, executors and administrators, hereby release, waive, acquit and forever discharge the Boys & Girls Clubs of Chaves and Lincoln Counties (BGCCCLC), and Boys & Girls Clubs of America, their representatives, successors, insurers, assigns, or any other person or entity associated with any of the above organizations such as staff, directors, or volunteers, from all liability, claims, demands, or causes of action for any and all loss, damage, injury, or death and any claim of damages resulting from use of facilities and or vehicles owned or controlled by BGCCCLC, or participation in activities of said organizations either at or away from the Club.

_____ Initial

Statement of Understanding

I understand that The Club is not, nor does it claim to be, a licensed day care center.

_____ Initial

Medical Treatment

I give permission to the Boys & Girls Clubs of Chaves and Lincoln Counties to seek emergency medical treatment for my minor child if I cannot be reached. I will be responsible for any and all costs of medical attention and treatment.

_____ Initial

Surveys and Questionnaires

I, the parent/guardian of the minor child listed on this application, give permission for the Boys & Girls Clubs of Chaves and Lincoln Counties to survey me and my child about his or her Club experience and behaviors, skills, and attitudes using Boys & Girls Clubs of America's Youth Development Outcome Measurement Tool Kit surveys or other survey instruments for use to measure and improve the impact of staff, programs, classes, and activities.

_____ Initial

Member's Property

I understand that the Boys & Girls Clubs of Chaves and Lincoln Counties is not responsible for lost or stolen items. We recommend that items of value not be brought to the Club including cell phones, electronic devices, toys, etc.

_____ Initial

Photo/Video/Audio Release

I hereby grant permission to the Boys & Girls Clubs of Chaves and Lincoln Counties the right to use, reproduce, and/or distribute photographs, films, video-tapes, and sound recordings of my child, without compensation or approval rights, for use in the materials created for purposes of promoting the activities of the Boys & Girls Clubs of Chaves and Lincoln Counties.

_____ Initial

Parent Handbook

Our Parent Handbook which contains many of our policies, procedures and other useful information. The Parent Handbook can be found on our website www.bgccclc.org. I acknowledge I have read the Parent Handbook.

_____ Initial

Communication Other than face to face communication, we have found our REMIND to be the most efficient method to communicate with families. Please see below the steps to sign up for REMIND below. We also use FACEBOOK.

Our Facebook page is Boys & Girls Clubs of Chaves and Lincoln Counties.

_____ Initial

Here is how to sign up to receive messages from the Boys & Girls Club on REMIND.

Download the REMIND app.

Create an account.

If you have an account, make sure it is not blocked.

Join a class.

Class code is _____

Remind will then send a request to our Unit Director.

Our Unit Director _____ will accept your invitation.

LET US KNOW IF YOU HAVE ANY QUESTIONS OR PROBLEMS SIGNING UP.

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Acceptable Technology Use Policy for Members

Responsible Computer Use Guidelines for Members

Boys & Girls Clubs of Chaves and Lincoln Counties ("Club" or "Clubs") computer network and internet access are available to members to enhance their educational experience and help them become literate in an increasingly technological world.

The purpose of this Acceptable Use Policy is to foster the appropriate use of that network, email and the internet. The following guidelines apply to all users, whenever they access any of the Clubs' network connections.

Educational Purpose

The Clubs' network has been established for educational purposes limited to approved activities, school-to-career development and scholastic research on appropriate subjects. The Club has the right to place reasonable restrictions on the material members access or post through the system. Members are expected to follow this Acceptable Use Policy (as well as other Club rules and policies applicable to members) when in the Technology Center or accessing the network.

You should expect only limited privacy and personal files are not to be stored on the Clubs' network. The Club reserves the right to search your files, if there is a reasonable suspicion you violated this Acceptable Use Policy, Club rules and policies, or the law.

Unacceptable Uses and Personal Safety

You must not post personal contact information about yourself or other people. Personal contact information includes (but is not limited to) home, school or work addresses; telephone numbers; and email addresses.

Unacceptable Uses and Personal Safety

You must not post personal contact information about yourself or other people. Personal contact information includes (but is not limited to) home, school or work addresses; telephone numbers; and email addresses.

You must never agree to meet with someone you have met online without your parent's approval. A parent or guardian should always accompany you to such meetings.

You must promptly disclose to a Club staff member any message you receive that is inappropriate, or makes you feel uncomfortable.

Illegal Activities

You must not attempt to gain unauthorized access to the Clubs' network, or to any other computer system through the Clubs' network. This includes attempting to log in through another person's account or accessing another person's files. These actions are illegal, even if only for the purpose of "browsing."

You must not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses.

You must not use the Clubs' network to engage in any illegal act, including, but not limited to, arranging for the purchase or sale of alcohol, tobacco or other drugs; engaging in criminal activity; or threatening the safety of another person.



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System Security

You are responsible for your individual user account and should take all reasonable precautions to prevent others from being able to use your account. Under no circumstances should you provide your password to another person. You must immediately notify a Club staff member if you have identified or witnessed a possible security problem.

Inappropriate Use:

Restrictions against inappropriate use apply to public message, private message and material posted on web pages. Within reason, freedom of speech and access to information will be honored. Unpermitted activities include, but are not limited to:

- Sending or displaying unkind or offensive messages or pictures, pornography or hate literature.
- Using unkind or obscene language.
- Harassing, insulting or attacking others.
- Intentionally damaging computers, computer systems or computer networks
- Violating copyright laws.
- Using another person's password.
- Intentionally wasting limited resources (i.e., distributing mass email messages, participating in chain letters, creating or participating in unauthorized newsgroups, and storing files on file servers without proper authorization)
- Employing the network for commercial purposes, political activities or lobbying.
- Installing additional software without prior approval.
- Using portal or proxy websites.
- Accessing social media platforms or other non-approved sites.

Violations may result in the loss of access, as well as other disciplinary or legal action.

Disciplinary Actions

Members who violate the Acceptable Use Policy may be denied future internet and/or network privileges for a defined period of time, and may be subject to other disciplinary measures as set forth by Club policies. Members are responsible for using reasonable care to prevent damage to the Clubs technology devices. In the event a device is damaged as a result of not using reasonable care, the member will be responsible for costs associated with repair or replacement of damaged device.



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MEMBER DISCIPLINARY POLICY

Progressive Behavior

In the instance where member behavior is not in alignment with code of conduct or other club policies behavior interventions should be used. Staff should begin by meeting with the member and discussing the behavior that should change.

If the behavior does not change, the Unit Director should be notified regarding the continued behavior. Progressive Behavior Intervention is as follows:

- Verbal warning
- 1-day suspension
- 3-day suspension
- 5-day suspension
- Expulsion from the Club is a last resort for repeated behaviors.

There may be conduct violations that are so problematic or harmful that the most effective action be the temporary removal of the member from the Club. BGCCLC reserves the right to combine and skip steps depending on the circumstances of each situation and the nature of the violation. Membership can be suspended without notice.

Suspension of Club Members:

- Program staff may recommend a suspension; however, the Unit Director or designee must approve the suspension.

Expulsion Consideration of Members:

- BGCCLC initiates the process for expulsion when the member’s behaviors and needs are beyond capacity for the agency.

The programs operate with a DISCIPLINE CODE (this Discipline Code may be altered at the discretion of the Administration):



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CONFIDENTIAL INFORMATION

All member information is securely stored. The following information is necessary for our records and the funding our organization receives, and may help us serve you and your child better. The answers you provide are confidential. Your cooperation in providing this information is both appreciated and necessary. **Without the information, we may not qualify for some funding sources.**

Do you live in a Public Housing Property? Yes No

- Household Income: \$0 - \$18,310 \$18,311 - \$23,030 \$23,031 - \$27,750 \$27,751 - \$34,470 \$34,471 - \$41,910 \$41,911 - \$46,630 \$46,630 - \$51,350 \$51,351 - \$56,070 Over \$56,071
- Household Size: 1 2 3 4 5 6 7 8

Check all that apply: SSDI SSI TANF Day Care Volunteer Food Stamps Free/Reduced School Lunch

Child's Family Setting: Mother Only Father Only Foster Care 1 Parent/1 Step-Parent 2 Parent Family Grandparents Other _____

SIGNATURES		
I have read the completed application and this form, and I understand the rules of the Boys & Girls Clubs of Chaves and Lincoln Counties. I understand that if any information changes, it is my responsibility to notify the Boys & Girls Clubs of Chaves & Lincoln Counties ASAP. I request that my child be admitted into membership.		
_____ Parent/Guardian Signature	Date:	_____ Parent/Guardian Printed Name
_____ Parent/Guardian Signature	Date:	_____ Parent/Guardian Printed Name