



2020-2021 Afterschool

Please return this packet with each form filled out neatly, accurately and completely.
Incomplete packets will not be accepted for registration

- ___ 2020-2021 Membership Application
- ___ Yearly Membership Fee or Scholarship Application
- ___ Signed Parent & Club Member Terms & Behavior Agreement
- ___ Signed Parent Permission to participate in the OJJDP Mentoring Program
- ___ Signed Parent Permission for our Wisconsin After 3 Academic Success Program
- ___ Signed Acknowledgement that you have reviewed and understand our COVID-19 External Operations Procedures and Sick Policy
- ___ Assumption of Risk and Liability Waiver relating to COVID-19

For Application completion help:

Nicolo Baldarotta, Membership and Family Coordinator – nbaldarotta@bgcdoorcounty.org,
920-818-1046



2020-2021 Membership Application

David G. Hatch Center
55 S 3rd Ave
Sturgeon Bay, WI 54235
920.818.1046

www.bgcdoorcounty.org

Like us on Facebook!

INSTRUCTIONS: Please read the attached rules and policies before completing this form. Return all completed forms to the David G. Hatch Center. Our membership year runs from September-August. The fee is \$25 per school year. Scholarship applications are available upon request.

Member Information:

Member's Name: _____ Gender: ☐ Male ☐ Female

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

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

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

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

Parent/Guardian Information:

• Primary Parent/Guardian: _____ Relation to Member: _____

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

Home Phone # _____ Cell Phone # _____ Work Phone # _____

Place of Employment: _____ Email: _____ Date of Birth: ____/____/____

• Other Parent/Guardian: _____ Relation to Member: _____

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

Home Phone # _____ Cell Phone # _____ Work Phone # _____

Place of Employment: _____ Email: _____ Date of Birth: ____/____/____

☐ Individual Education Plan (IEP)? Yes No

IEP Name: _____ Agency: _____

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

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+

Ethnicity (Choose One): ☐ African American ☐ Asian/Pacific Islander ☐ Caucasian ☐ Hispanic/Latin ☐ Multi-Ethnic
☐ American Indian ☐ Other: _____

☐ Military Household Member? Branch of Service: _____

Allergies/Medical Conditions: _____

Medications:

If medication will be distributed at the Boys and Girls Club of Door County the medication authorization form must be completed.

If your child has a milk allergy, we require a doctor's note.

Check all programs from which family receives assistance

- | | | |
|-------------------------------|---|--|
| <input type="checkbox"/> SSDI | <input type="checkbox"/> Reduced School Lunch | <input type="checkbox"/> Free School Lunch |
| <input type="checkbox"/> SSI | <input type="checkbox"/> Food Stamps | <input type="checkbox"/> Veterans Compensation |
| <input type="checkbox"/> TANF | <input type="checkbox"/> General Assistance | <input type="checkbox"/> MA (Medicaid, BadgerCare, etc.) |

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	Phone #	Relationship to Member

Please list any parent who is **not authorized** to pick your child up from the Club:
(Court documentation required)

Name	Phone #	Relationship to Member

Please Check Off Which Days You Would Like Your Member to Attend the Program:

Monday	Tuesday	Wednesday	Thursday	Friday

It costs approximately \$1,200 per member for school year programming.

Help us help you by donating what you can.

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

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

Method of Payments: Credit Card: _____ Check: _____ Cash: _____

Automatic Withdraw Account Type: Checking Savings

Automatic Withdraw: Acct # _____ Routing # _____

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

Signature: _____

____ I will give online at www.bgcdoorcounty.org

THANK YOU!



2020-2021 Afterschool Program

Scholarship Application

If you are concerned about being able to pay for our afterschool registration fee for your child, PLEASE APPLY by providing the following:

- Boys & Girls Club Scholarship Application

Boys & Girls Club of Door County, 55 South Third Avenue, P.O. Box 579, Sturgeon Bay, WI 54235

Parent/Guardian Name: _____

Child/Children's Name: _____

Address: _____

Primary Phone Number: _____ Email Address: _____

Total dollar amount of scholarship fund you are requesting: _____

Number of Adults in Household: _____ Number of Children in Household: _____

Does your child qualify for free lunch? Yes/No

Does your child qualify for reduced lunch? Yes/No

Boys & Girls Club of Door County, 55 South Third Avenue, P.O. Box 579, Sturgeon Bay, WI 54235 920.818.1046



Please provide a detailed explanation as to why you would like to be considered for financial assistance. Include information that will assist the Club in determining both desire and need.

This is your opportunity to help us understand your need.

(Attach an additional sheet if necessary)



I confirm that all the information I have provided is complete and correct. I also understand that there is a limited amount of money available for scholarships. I understand that supplying this information does not guarantee that my child(ren) will receive a scholarship.

Signed:

Printed Name:

Requested Date:

Boys & Girls Club of Door County, 55 South Third Avenue, P.O. Box 579, Sturgeon Bay, WI 54235 920.818.1046



Parent & Club Member Terms & Behavior Agreement

Please read and sign with your child

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 Boys & Girls Club of Door County 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 I 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 Boys & Girls Club of Door County, 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 Boys & Girls Club of Door County. 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 | 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 Boys & Girls Club of Door County. 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 The 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 the 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.

The rules of the Club and behavior expectations are as follows:

- **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
 - Socially Distance, maintain 6 feet from other club members and staff.
 - 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 agree 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:**_____



COVID-19 Operational Procedures: **EXTERNAL**

Member Expectations

- **Club members must do their best to follow all expectations. Failure to do so can result in removal from our program. Traditional Club expectations apply and COVID-19 related expectations are below:**
 - Club members are asked to remain 6 feet apart at all times, we ask that parents/guardians remind their members of this rule.
 - Club members will participate in regularly scheduled hygiene practices to ensure safety.
 - Club members will be issued PPE to be used during transitions from indoor to outdoor or bathroom breaks.

Program Staff Expectations

- **Along with distance learning support, all staff members are expected to provide High Yield, Outcome Driven Learning Activities. Safety is our number one priority and staff are expected to uphold safety measures by**
 - Cleaning and disinfecting their spaces according to the scheduled cleaning times.
 - Turning in a daily cleaning log to the Director of Program and Operations mailbox
 - Planning and implementing activities that ensure social distancing.
 - Planning and implementing safe, meaningful high yield learning activities.
 - Being an academic support for virtual learning in partnership with public school curriculum
 - Enforcing safety measures and expectations with members.

Member Hatch Center Entry

- *We will implement a curbside drop-off and pick-up to limit direct contact between parents/guardians and staff members and adhere to social distancing recommendations. We will greet members outside as they arrive. We will have a staff member outside or near our Lobby Entrance to escort members inside the building. We ask that parents call when they arrive for both drop-off and pick up if a staff member is not present. Parents cannot leave without the child's temperature check & health screening being completed.*
- **Drop-off and Pick-up Times:**
 - Drop-off: 7:15am-7:40am
 - Pick-up: 3:00pm-3:30pm
 - We ask that all parents/guardians do their best to use these times. If a child needs to be dropped off or picked up at a different time, parents/guardians must call the Club.
- **Drop-off and Pick-up Procedures:**
 - **Intake staff members will conduct a health screening while Club families remain in their vehicles. Some of these questions include:**
 - *In the last 14 days, have you been in close contact (within 6 feet unprotected) of anyone with a positive COVID-19 or Coronavirus diagnosis?*
 - *Does anyone you are in close contact with have a fever or temperature over 100.0 or greater?*
 - *Does anyone you are in close contact with have other symptoms of a lower respiratory condition (sore throat, cough, shortness of breath)?*
 - *Have you been observing social distancing rules while in public?*

- Parents are encouraged to have the same designated authorized person drop off and pick up the child every day.
- Hand hygiene stations will be set up at the entrance. All members are required to use the hand sanitizer upon entering the building.
- We ask that all members limit items they bring into the building to essential items only, ex: laptops, school supplies, ect.
- **Staff Entry**
 - Staff are to enter and exit the building through the Lobby entrance.
 - If a staff person is feeling ill they should not come to work. Staff must inform their supervisor as soon as possible so the supervisor can plan for their absence and ensure safe ratios for programming. Supervisors will inform the staff of the Illness, Return to work Policy in place.
 - All staff are subject to a temperature check and health screening.
 - Any staff that do not pass the health screening will be sent home and informed of the illness, return to work policy.
- **Volunteers and Visitors**
 - We are limiting access to our building to essential employees, vendors and volunteers.

Cleaning and Sanitation

- We will have a detailed cleaning and sanitization schedule with dedicated staff members to ensure proper safety. High touch areas will be cleaned and sanitized hourly in common areas.
- Dedicated staff will document cleaning and hand in the documents to the Director of Programs and Operations Mailbox daily.
- Cleaning and disinfecting will occur with all program spaces, materials, equipment and surfaces daily.

Bathrooms

- There will be scheduled bathroom breaks.

Outside

- Only 1 group at a time will be scheduled for outside time. Each area will have their own equipment and will be responsible for cleaning and sanitizing after they leave the space. We will provide proper and safe supervision that is in line with CDC recommendations.

Meals

- All snacks and meals will be eaten in groups designated areas.

Group Size

- We intend to limit group size to 15 children.

Communication

- Please communicate any changes in family health circumstances as quickly as possible so that we may mitigate any issues that may arise. We will commit to communicating as much information as possible as often as possible.

Family Schedules

- It will be critical for families to communicate schedules on a weekly basis to ensure adequate staffing needs are in place and to assist in assigning children to classrooms.

Positive COVID-19 Case

- If someone in our buildings tests positive for COVID-19:
 - All Club families and staff, the Door County Health Department, and BCGA will be notified.
 - We will immediately send home or separate anyone who becomes sick at work.
 - Work in collaboration with your health department to determine when to re-open closed areas and when staff in quarantine may be allowed to return to work.
 - After re-opening, continue regular cleaning, disinfection, social distancing, and hygiene practices.

BGCDC VIRTUAL PROGRAMMING

- We will continue to offer Virtual programming for Club members using Myfutures.net, Stride Academy and identified social media web sites.

BASIC NEEDS

- We remain committed to helping to meet the needs of all children of our community on a case by case basis. Please call if your family is in need.

Changes

- The COVID-19 situation is fluid and we reserve the right to adjust policies and procedures as needed to maintain the health and safety of children and staff. We will communicate any changes with families.

RECEIPT AND ACCEPTANCE OF COVID-19 Operational Procedures: EXTERNAL

I have this day received a copy of BG CDC **COVID-19 Operational Procedures: EXTERNAL**, and I understand that I am responsible for reading the policies and procedures described within it.

Parent Name: _____

DATE: _____

Parent Signature: _____



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

PARENT/GUARDIAN CONSENT FORM

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 and through their virtual program.

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.

(Signature of Parent/Guardian)

(Printed name of Parent/Guardian)

Date _____

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



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:

The 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

Type here]



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 box next to each program for which you are enrolled.

TANF Programs:

- ☐ Wisconsin Works (W-2)
- ☐ Wisconsin Shares
- ☐ SSI-Caretaker Supplement
- ☐ Transform Milwaukee Jobs/Transitional Jobs

Other Programs:

- ☐ SNAP (FoodShare)
- ☐ WIC
- ☐ Free/Reduced Lunch

- ☐ 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/system/files/aspe-files/107166/2019-pctpovertytool-highlight.xlsx>**



FOR PARENTS/GUARDIANS

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 Clubs of Door County ("Club") 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

Name of Parent/Guardian

Name of Club Participant(s)