



BOYS & GIRLS CLUBS
OF NEW RIVER VALLEY

Dear Parent/Guardian:

Please return the following:

- **Membership Application including Parental Consent and Agreements**
- **\$5.00 NONREFUNDABLE membership fee**
- **Copy of your child's:**
 - Birth Certificate**
 - Immunization Record**
 - Most Recent Physical**
- **Smart Moves Program Consent** **Yes** **No**
- **Smart Smiles Program** **Yes** **No**

Once all the above information is received, your child may attend.
If you have any questions, please call the NRV office at (540)392-5118/ (540)904-7406 fax or contact your site's Unit Director.

BMS (540)392-7973 CMS (540)392-7974 SMS (540)268-1200

If you are mailing your application and membership fee please mail to:

Boys & Girls Clubs of New River Valley
Attention: Membership
P.O. Box 1593
Christiansburg, VA 24068

THANK YOU AND WELCOME TO THE BOYS & GIRLS CLUBS OF NEW RIVER VALLEY!

PLEASE DO NOT WRITE BELOW THIS LINE

BOYS & GIRLS CLUBS OFFICE USE ONLY:

Name: _____ Smart Smiles Only _____

Site: _____ After School Program _____ Summer Program _____

Date of Payment: _____ Payment Amount: _____ Payment Method: _____

Identity Verification:

Birth Date:	City, State of Birth:	Birth Certificate Number:	Date Issued:
Other Form of Proof (if no Birth Certificate):		Date Documentation Viewed:	Documentation Viewed by:



MEMBERSHIP APPLICATION

Member Information:

First Name: _____ Middle Name: _____ Last Name: _____

Nickname: _____ Social Security #: _____ Gender: Male / Female

Address: _____

City: _____ State: _____ Zip Code: _____

At this address since: _____ Phone: _____

Birth Date: _____ Age: _____ Race: _____

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

Special Features: _____

New Member _____ Renewal Member: _____ Email Address: _____

School Information:

Current School: _____ Grade: _____

Is your child eligible for free or reduced lunch: YES NO

Previous Schools/Child Care Programs Attended: _____

Household information

The Boys & Girls Clubs of New River Valley are a non-profit organization. As such, we rely heavily on grant funding to operate our facilities and programs. The following information is necessary for us to report to our funding sources.

Annual Gross Household Income: \$0 - \$9,999 \$10,000 - \$24,999 \$25,000 - \$49,999 above \$50,000

Does the child live with their: Mom Step Mom Dad Step Dad Grandparents Other: _____

Is there a member of the household 65 years or older? YES NO

Is there a member of the household handicapped? YES NO

Current Marital Status of Parent/Guardian: Married Separated Divorced Widowed Single

Current Head of Household: Female Male Both Current Number in Household: _____

Number of Brothers: _____ Ages: _____ Number of Sisters: _____ Ages: _____

Medical Information:

Doctor's Name: _____ Doctor's Phone: _____

Permission for Doctor/Hospital: YES NO Hospital: _____

Does your child have health and/or accident insurance: YES NO

Child's Insurance Carrier: _____ Policy # _____ Group # _____

Please list allergies or intolerances to food, medication, or any other substances: _____

Please list any chronic physical problems, pertinent developmental/psychological information and any specific accommodations your child may need: _____

Please list any medications your child is currently taking: _____

Medical Emergency:

In case of an emergency, I, _____ (parent/guardian), give my permission for the Boys & Girls Club Staff to administer CPR and First Aid until rescue personnel have arrived.

Emergency Contacts: MUST BE FILLED OUT COMPLETELY

Guardian/Parent 1

Relationship: _____

Name: _____

Address: (if different from child's)

Date of Birth: _____

Occupation: _____

Employer: _____

Work Address:

Phone 1: _____ Type: _____

Phone 2: _____ Type: _____

Phone 3: _____ Type: _____

Email Address: _____

Guardian/Parent 2

Relationship: _____

Name: _____

Address: (if different from child's)

Date of Birth: _____

Occupation: _____

Employer: _____

Work Address:

Phone 1: _____ Type: _____

Phone 2: _____ Type: _____

Phone 3: _____ Type: _____

Email Address: _____

Emergency Contact 1

Relationship: _____

Name: _____

Address:

Phone 1: _____ Type: _____

Phone 2: _____ Type: _____

Phone 3: _____ Type: _____

Email Address: _____

Emergency Contact 2

Relationship: _____

Name: _____

Address:

Phone 1: _____ Type: _____

Phone 2: _____ Type: _____

Phone 3: _____ Type: _____

Email Address: _____

Parent/Guardian & Emergency Contact information should list four different people.

In case of an emergency we will start with the first parent/guardian listed.

Emergency Contacts will be called when a parent cannot be reached and are considered authorized to pick up your child.

Person's Authorized to Pick Up Child (other than Parents/Guardians and other Emergency Contacts already listed)

Name: _____ Relationship: _____ Phone: _____ Cell: _____

Name: _____ Relationship: _____ Phone: _____ Cell: _____

Name: _____ Relationship: _____ Phone: _____ Cell: _____

Name: _____ Relationship: _____ Phone: _____ Cell: _____

Person's NOT Authorized to Pick Up Child

Name(s): _____

NOTE: Appropriate paperwork such as custody papers shall be attached if a parent is not allowed to pick up the child.

Section 22.1-4/3 of the Code of Virginia states that unless a court order has been issued to the contrary, the noncustodial parent of a student enrolled in a public school or day care center must be included, upon the request of such noncustodial parent, as an emergency contact for events occurring during school or day care activities.

Boys & Girls Clubs of New River Valley

Disciplinary Procedures

The Boys and Girls club handles behavioral problems on an individual basis. It is the responsibility of the parents and guardians to let us know if the member has developmental delays at home or at school, so that we have information to better understand the member's behavior. If the behavior is ongoing or extreme, the member will be sent to the Unit Director for further guidance. If the Unit Director, staff or Club member cannot resolve the problem, PARENTS WILL BE CONTACTED. The Unit Director has the option of sending the Club member home, and/or suspending the member.

The Club member will not be readmitted until there is a parent conference or phone call with the Unit Director.

The Boys and Girls Club has established the following disciplinary procedures as a guideline for its members:

Infraction I: any minor disruptive behavior such a yelling, running, being out of your assigned area, cursing, sitting on tables, misuse of Club equipment, not removing head gear, or showing inappropriate signs of affection.

Occurrence 1: Warning

Occurrence 2: Community Service

Occurrence 3: Suspended for one day

Occurrence 4: Suspended for three days

Infraction II: any behavior that disrupts Club activities or disrespects Club, staff, or members. Behavior in this category includes but is not limited to outright defiance, chatting, cursing, or disrespecting staff, intimidation, encouraging or instigating a fight, pornography, confrontations without harm, and very minor vandalism.

Occurrence 1: Suspended for one – three days

Occurrence 2: Suspended for one week

Occurrence 3: Suspended for two weeks

Infraction III: any behavior which endangers members, staff, or Club facilities. Behavior in this category includes but is not limited to repairable vandalism, minor theft, horse playing, fighting, and outright threats.

Occurrence 1: Suspended for three – five days

Occurrence 2: Suspended for two – four weeks

Occurrence 3: Suspension to be determined by Unit Director

Infraction IV: any infraction that is criminal or damaging to Club, members, or staff in a permanent or longstanding way. Behavior in this category includes participating or being involved in a mob assault (banking), weapons possession, major theft, drug possession, threat to staff or major vandalism.

Accompanying discipline action in Infraction IV will be a police report.

DRUG AND/OR WEAPONS POSSESSION WILL NOT BE TOLERATED!

Occurrence 1: Suspended for two – four months

Occurrence 2: Permanently suspended

Reminders:

~ Boys & Girls Club has a no electronics policy. No game boys, mp3 players, iPods, etc... are allowed. Cell phones must be out of sight. You may use the Club phone to call parents.

~ Please adhere to the school's dress code for all BGC activities

Please make sure your child reads and understands these procedures!

Feel free to call the office if you have any questions (540) 392-5118 or contact your site's Unit Director.
BMS (540)392-7973 CMS (540)392-7974 SMS (540)268-1200

Boys & Girls Clubs of Southwest Virginia

Responsible Computer Use Guidelines

The Boys & Girls Clubs of Southwest Virginia (BGCSWVA) computer labs and Internet access are available to members to enhance their educational experience and become literate in an increasingly technological world. These Responsible Use Guidelines apply to all users whenever they access the Boys & Girls Club's computer labs and Internet connection.

Educational Purpose

The BGCSWVA labs have been established for educational purposes limited to classroom activities, career development, and independent scholastic research of appropriate subjects. The BGCSWVA lab has not been established as a public access service or public forum. The Club has the right to place reasonable restrictions on the material you access or post through the system. You are also expected to follow the Club's Student Behavior Standards when accessing the computer lab. You may not offer, provide, or purchase products or services through this lab. You may not use the BGCSWVA lab for political lobbying, but you may use the system to communicate with elected representatives and to express your opinion on political issues.

Unacceptable Uses/Personal Safety

You will not post personal contact information about yourself or other people. Personal contact information includes (but is not limited to) home, school, or work addresses and telephone numbers. You will not agree to meet with someone you have met online without your parent's approval. A parent or guardian should accompany you to this meeting. You will promptly disclose to the appropriate Club staff member or adult volunteer any message that you receive that is inappropriate or makes you feel uncomfortable.

Illegal Activities

You will not attempt to gain unauthorized access to the BGCSWVA network or to another computer system through the BGCSWVA lab. This includes attempting to logon through another person's account or access another person's files. These actions are illegal. You will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses. You will not use the BGCSWVA lab to engage in any illegal act, including but not limited to arranging for the purchase or sale of drugs or alcohol, engaging in criminal activity, or threatening the safety of another person.

Inappropriate Language

Restrictions against inappropriate language apply to public messages, private messages, and material posted on Web pages. You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful forms of communication. This applies to verbal and written language, diagrams, photographs, representations, videos or any other form of communication. You will not post information that could cause damage or a danger or disruption. You will not engage in personal attacks, including prejudicial or discriminatory attacks. You will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If you are told by a person to stop sending him/her messages, you must stop. You will not knowingly or recklessly post false or defamatory information about a person or organization.

Respect for Privacy

You will not repost a message that was sent to you privately without permission of the person who sent you the message. You will not post private information about another person.

Plagiarism and Copyright Infringement

You will not plagiarize works that you find on the Internet. Plagiarism is taking ideas or writings of others and presenting them as if they were yours. You will respect the rights of copyright owners. Copyright infringement occurs when you reproduce a work that is protected by a copyright without authorization. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. If you have any questions ask the appropriate club staff person.

Inappropriate Access to Material

You will not use the BGCSWVA lab to access material that is profane or obscene (pornographic), that advocates illegal acts, or that advocates violence or discrimination toward other people (hate literature). A special exception may be made for hate literature, if the purpose of your access is to conduct research, and both your teacher and parent or guardian approve. If you mistakenly access inappropriate information, you should immediately tell the appropriate Club Staff member of volunteer. This will protect you against a claim that you have intentionally violated this policy. Your parent or guardian should instruct you if there is additional material that he/she thinks would be inappropriate for you to access. The BGC fully expects youth to follow parent/guardian instructions on this matter.

Your Rights

BGCSWVA's lab is considered a limited forum, similar to the school newspaper and therefore the Club reserves the right to regulate that forum for valid educational reasons. The Club will not restrict your speech on the basis of a disagreement with opinions you are expressing. You should expect only limited privacy of the contents of your personal files on the BGCSWVA system. This situation is similar to the rights you have in the privacy of your locker. An individual search will be conducted, if there is a reasonable suspicion that you have violated these guidelines or the law.

Disciplinary Actions

Members who violate the Responsible Use Guidelines may be denied future Internet and/or lab privileges for a defined period of time, or be subject to other disciplinary measures as set forth by members of the BGC Staff.

A Parent/Guardian Must Sign this Section for all Members under Age 18

As a parent/guardian of this student, I have read the BGCSWVA's Responsible Use Guidelines. I understand that access to the BGC Network and the Internet is designed for educational purposes and the BGC has taken available precautions to educate members on appropriate educational materials. However, it is understood that no matter how much supervision and monitoring that the Club can offer, there is always the possibility of my child coming into contact with inappropriate material, and I will not hold the BGCSWVA responsible for materials acquired on the network.



PARENTAL CONSENT AND AGREEMENTS:

Disciplinary Procedures:

Please read the disciplinary procedures carefully. The copy provided is yours to keep. I have read and understand the Boys & Girls Clubs of New River Valley discipline procedures. I agree to support the staff of the Boys & Girls Club in enforcing these rules and regulations. I agree to pick up my child as soon as possible if so requested by the Club. I understand that my child may be removed from the program for repeated infractions.

Late Pick-Up Policy:

Each Family is allowed **one** free 15 minute late pick-up. After this one free late pick-up has been used, parents will be **charged \$1.00 per minute per child** for each minute they are late. This late fee is due when the child is picked up or a payment schedule must be made.

Parents who have total of **five incidents** of late pick-up will be charged **\$5.00 per minute per child** or may be asked to make other childcare arrangements. **If they are not picked up one hour after closing, Department of Social Services will be contacted.**

Communicable Disease & If Member Becomes Ill Policy:

The Boys & Girls Clubs agree to notify the parent(s)/guardian(s) whenever the child becomes ill and the parent(s)/guardian(s) will arrange to have the child picked up as soon as possible if so requested by the Club.

The parent(s)/guardian(s) authorize the Boys & Girls Clubs to obtain immediate medical care if any emergency occurs when the parent(s)/guardian(s) cannot be located immediately.

The parent(s)/guardian(s) agree to inform the Boys & Girls Clubs within 24 hours or the next business day after his/her child or any member of the immediate household has developed a reportable communicable disease, as defined by the State Board of Health except for life threatening disease which must be reported immediately.

Disclaimer and Permission Statement:

I request that my child be admitted to membership. In case of an accident, I give the Boys & Girls Clubs of New River Valley my consent to seek medical attention for my child. I understand that the Boys & Girls Clubs operate under an OPEN DOOR POLICY and members are allowed to come and go as they please. Staff will only attempt to notify parents if their child leaves on their own. Supervision is not provided outside of scheduled times. Parents should instruct their children to stay on Club grounds at all times. The Boys & Girls Clubs is not responsible for injuries that occur to your child at the Club. Parents should carry their own medical insurance.

Parent understood/signed Insurance Disclaimer and Permission Statement: Yes / No
My child may participate in all Club activities in or adjacent to the Club building: Yes / No
My child has permission to be used in public relations materials: Yes / No

Signatures:

By signing below, you acknowledge that you have read, understood and agreed to the discipline procedures, computer use guidelines, late pick-up policy, communicable disease and ill member policy, and the disclaimer/permission statement:

Member's Name: _____ Parent's Name: _____
(print) (print)

Parent's Signature: _____ Date: _____

Club Administrator: _____ Date: _____

Note: This application MUST be filled out COMPLETELY and signed by parent and Club Administrator for it to be valid.



P.O. Box 1593 Christiansburg, VA 24068
(540)392-5118 (540)904-7406 fax

Child's Name: _____

Field Trip Permission

Field trips off-site are planned throughout the summer and occasionally during the school year. Boys & Girls Clubs will notify parents of all trips in advance.

In case of an accident, the Boys & Girls Clubs of New River Valley is not responsible for any injuries that your child may incur.

My child has permission to attend Boys & Girls Clubs of New River Valley's field trips.

Parent/Guardian Signature

Date

Swimming Permission

My child has permission to go swimming with the Boys & Girls Clubs of New River Valley. I understand that BGC staff will supervise swimming and that a certified lifeguard will be on duty at all times.

Please indicate child's most appropriate swimming skill level:

- _____ Should stay in the shallow end
- _____ Has completed a beginning swimming level and/or can swim one length of pool (25 yds)
- _____ Is an advanced swimmer

Parent/Guardian Signature

Date

Movies Authorization Permission Form

The Boys & Girls Clubs of New River Valley show movies at various times throughout the year. There are a variety of movies we offer and the ratings vary from G to PG-13 (BGC does not show R rated movies). The Staff of the Boys & Girls Club are very careful to pick movies that contain only small amounts of foul language, sexual content, and violence.

_____ My child may watch PG-13 movies.

_____ My child may NOT watch PG-13 movies.

I do not want my child to watch the following movies:

Parent/Guardian Signature

Date

Field Trip Contact Numbers

(if you need to reach your child or a staff member during a field trip)

- BMS (540) 392-7973**
- CMS (540) 392-7974**
- SMS (540) 392-7947**



Smart Moves Parent/Guardian Notice and Consent Form

Smart Moves is the Boys & Girls Clubs of America's nationally acclaimed prevention program educating youths about alcohol, tobacco, other drugs, teen sexual involvement and HIV/AIDS. Please keep in mind that our programs do the following:

- Only discuss topics that are relevant to your child's stage of development. For example, we will not discuss the risks of early sexual involvement with 7-year-olds.
- Only teaches the facts about alcohol, tobacco and other drugs and the risks of teen sexual involvement and HIV/AIDS. We do not discuss our personal theories or beliefs.
- Teaches kids how to avoid negative peer pressure (refusal skills training).
- Does not advocate birth control or talk about abortion.

In addition, because of grant funding requirements for the **Smart Moves** program, it may be necessary that we administer pre- and post-tests, an anonymous questionnaire about a child's personal background, and, in some case, keep progress notes on participants. These items may be necessary in order for our funding sources to evaluate the success of our program. Naturally, all of the above information will be kept strictly confidential.

If you have any questions about the Smart Moves curriculum and how your child will be involved or have any suggestions or concerns, please contact the Unit Director.
BMS (540)392-7973 CMS (540)392-7974 SMS (540)268-1200

_____ **I Do** give permission for my child to participate in **Smart Moves**.

_____ **I Do NOT** give permission for my child to participate in **Smart Moves**.

Child's Name

Age

Date

Parent/Guardian Name (print)

Parent/Guardian Signature



SMART SMILES

Because every child deserves a healthy smile.....

Delta Dental of Virginia partners with the Virginia Alliance of Boys & Girls Clubs to provide Smart Smiles- a program that provides **free** dental care to children who have FAMIS or do not have dental insurance. Dental care, dental health education, and hygiene instruction are the focus of this program.

Who is eligible for Smart Smiles?

A child must be an active member of the Boys & Girls Club. The child must have a parent or guardian complete a health history and sign a permission form.

How does Smart Smiles work?

Appointments are scheduled with a local dental care provider. The Boys & Girls Clubs provides transportation to dental appointments from school and offers educational activities to promote dental health. The Smart Smiles staff coordinates follow-up care as needed.

Why is The Boys & Girls Clubs providing dental care?

Tooth decay is the single most common chronic childhood disease. More than 51 million school hours are lost each year to dental-related diseases. Poor oral health has an impact on a child's ability to learn, and can result in long term health problems such as heart and lung disease.

How does a parent enroll their child in the Smart Smiles Program?

You can contact the Smart Smiles Coordinator, Erin Hutchinson, at 540-904-7401 or at Smartsmlies@bgcswva.org. You can also pick up a dental history form at your child's after school care site.

_____ Yes, I want to enroll my child in the Smart Smiles Program
The Smart Smiles Coordinator can contact me at: _____

_____ No, I am not interested in the Smart Smiles Program at this time

**Delta Dental of Virginia and the Virginia Alliance of Boys and Girls Clubs
- working hard to make every child's smile a Smart Smile.**



P.O. Box 1593 Christiansburg, VA 24068
(540)392-5118 (540)904-7406 fax

BUS RIDERS

My child has permission to ride the Boys & Girls Club bus at 4:45. I understand that this bus does not make door-to-door stops.

Please refer to the bus schedule on the back of this form.

_____ I will meet my child at the bus stop at the approximate time. If I am not present, please contact me at: _____

_____ My child has permission to walk home from the following stop:

Child's Name

Parent/Guardian's Signature

Date

Boys & Girl's Club Representative

Date