



# Membership Application Summer 2023

**New Members:** Membership materials take 24-48 hours to process. You will receive a confirmation phone call/email to notify you when your child may begin attending.

For your child's well-being, the information provided must be complete and accurate. This information is necessary for compliance with Wis. Dept. of Children & Families Administrative Code for Group Child Care Centers and Boys & Girls Club records.

BGCGM is committed to creating a learning and recreational environment that meets the needs of its diverse members, including those with disabilities. If you anticipate or experience any barriers to participating in our programs, please feel welcome to discuss your concerns with the Club Manager.

*Please see the registration form for information regarding fee waivers. The inability to pay is not a barrier to participation in the program. Waivers are available for all program fees. No documentation is required to waive fees.*

## Summer Program starts June 19 or 20, 2023 (confirm date and time with your Club manager - hours to be determined)

**For more information visit: [bgcmilwaukee.org/membership](http://bgcmilwaukee.org/membership) or call: 414-267-8174**

**Please select preferred Boys & Girls Club to attend**

- 53rd Street School**  
3618 N. 53rd St., 53216
- 81st Street School**  
2964 N. 81st St., 53222
- Allen-Field**  
730 W. Lapham Blvd., 53204
- Audubon**  
3300 S. 39th St., 53215
- Barack Obama Members will attend Daniels-Mardak (4834 N. 35th St., 53209)**
- Bay View**  
2751 S. Lenox St., 53207
- Bethune**  
1535 N. 35th St., 53208
- Bradley Tech**  
700 S. 4th St., 53204
- Carson Academy**  
4920 W. Capitol Dr., 53216
- Carver Academy Members will attend Pieper-Hillside (611 W. Cherry St., 53212)**
- Cass Street**  
1647 N. Cass St., 53202
- Clarke Street School**  
2816 W. Clarke St., 53210
- Engleburg Members will attend Grantosa (4850 N. 82nd St., 53218)**
- Fratney Members will attend Maryland Montessori (2418 N. Maryland Ave., 53211)**
- Gaenslen Members will attend Maryland Montessori (2418 N. Maryland Ave., 53211)**
- Grantosa**  
4850 N. 82nd St., 53218
- Greenfield Bilingual**  
1711 S. 35th St., 53215
- Hayes Bilingual**  
971 W. Windlake Ave., 53204
- Kagel**  
1210 W. Mineral St., 53204
- Kluge**  
5760 N. 67th St., 53218
- LaFollette Members will attend North Division (1011 W. Center St., 53206)**
- Lincoln**  
1817 W. Lincoln Ave., 53215
- Maple Tree**  
6644 N. 107th St., 53224
- Marvin E. Pratt Members will attend Daniels-Mardak (4834 N. 35th St., 53209)**
- Milwaukee Academy of Science**  
2000 W. Kilbourn Ave., 53233
- Messmer St. Rose**  
514 N. 31st St., 53208
- Mitchell Members will attend Davis (1975 S. 24th St., 53204)**
- North Division**  
1011 W. Center St., 53206
- Northwest Catholic**  
7140 N. 41st St., 53209
- Notre Dame Members will attend Davis (1975 S. 24th St., 53204)**
- Pilgrim**  
6717 W. Center St., 53210
- Prince of Peace**  
1646 S. 22nd St., 53204
- Riverwest Members will attend Maryland Montessori (2418 N. Maryland Ave., 53211)**
- Sherman**  
5110 W. Locust St., 53210
- Siefert Members will attend Fitzsimonds (3400 W. North Ave., 53208)**
- St. Anthony Members will attend St. Augustine (2607 S. 5th St., 53207)**
- St. Augustine**  
2607 S. 5th St., 53207
- St. Joseph Academy Members will attend Zablocki (1016 W. Oklahoma Ave., 53215)**
- St. Martini**  
1520 S. Cesar E. Chavez Drive, 53204
- St. Rafael**  
2251 S. 31st St., 53215
- St. Roman Members will attend Hayes Bilingual (971 W. Windlake Ave., 53204)**
- Townsend**  
3360 N. Sherman Blvd., 53216
- Vieau**  
823 S. 4th St., 53204
- Washington High School Members will attend Mary Ryan (3000 N. Sherman Blvd., 53210)**
- Zablocki**  
1016 W. Oklahoma Ave., 53215

**Weekly Fee:** \$185 per child, (sliding fee scale/scholarships available)

**All forms must be completed, signed and checked off below before registration packet can be turned in.**

- Summer Youth Participant Registration Form
- Participant Payment Agreement
- Health History & Emergency Care Plan
- Am I Eligible for WI Shares Child Care
- State Alternate Arrival/Release Agreement
- BGCGM Alternate Arrival/Release Agreement
- Member Expectations Form
- Virtual Programming Parent Consent Form
- Parent/Guardian Consent & Waiver Form
- Child Care Immunization Record  
*Please include a most recent copy of your child's immunization record (shot record) for a complete registration form. If you don't have access to your child's immunization records, please complete the Child Care Immunization Record that is included with this registration packet.*
- Mentoring Program Parent Consent Form
- Parent/Guardian Technology Consent & Waiver Form

I understand by filling out this form I consent to receive text messages from Boys & Girls Clubs of Greater Milwaukee regarding services for my child/children.

Drop off your completed application at any Club listed above. Please check the website for location days and hours. The completed digital applications can be emailed to [membership@bgcmilwaukee.org](mailto:membership@bgcmilwaukee.org). For additional information please email [membership@bgcmilwaukee.org](mailto:membership@bgcmilwaukee.org) or call (414) 267-8174.



A department of MPS

# CLC Youth Participant Registration Form

Site: \_\_\_\_\_

Early Drop-off

Late Pick-up

Both

Last Name First Name MI Date of Birth Age Student ID#

\_\_\_\_\_

Please check one for each of the following.

Gender:  Male  Female

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Elem. Teacher Name: \_\_\_\_\_

Math Teacher Name: \_\_\_\_\_

English Teacher Name: \_\_\_\_\_

Ethnicity:

African-American

Asian

White

Hispanic

Native American

Native Hawaiian/Pacific Islander

Other: \_\_\_\_\_

Primary Language:

English

Spanish

Burmese

Karen

Rohingya

Arabic

Hmong

Somali

Other: \_\_\_\_\_

Lives with:  Both Parents  Father (single parent)  Foster Care  Grandparent(s)  **Check this box if you would like to request a fee waiver.**

Guardian  Joint Custody  Mother (single parent)  Other: \_\_\_\_\_

Transportation:  City Bus: Route: \_\_\_\_\_  CLC Bus/Van  Pick-up  Walk Home  Other: \_\_\_\_\_

Special Needs (allergies, medication, diet, etc.): \_\_\_\_\_

## Household Information Page – Fill out only once per family

Parent/Guardian Last Name	First Name	Home Phone	Work Phone	Relationship

**ADDITIONAL CONTACTS:** List additional contacts for the child(ren) and use the checkboxes to indicate if these individuals are authorized to pick up the child(ren) and/or will serve as an emergency contact. Checking the 'Lives With' box indicates that the person listed is a member of the same household. *If no adults are listed below, and no boxes are checked, ONLY THE PARENT(S)/GUARDIANS WILL be able to pick on the student(s).*

Last Name	First Name	Address	Home Phone	Work Phone	Relationship	Pick up?	Emergency Contact?	Lives With?

[ ] Check box if legal restrictions are in effect. List persons not allowed to see student at Site and/or persons not allowed to pick up students per legal restrictions.

Last Name	First Name	Last Name	First Name

## Parent/Guardian Permission For Community Learning Center (CLC) - Please Read Carefully -Must be signed by Parent/Guardian for participants 17 and under

**PERMISSION:** I hereby grant permission for my child/myself to participate in the above-named Community Learning Center (CLC). In the event of any injury requiring medical attention, I hereby grant permission to the CLC staff (including volunteers) to attend to my son/daughter or myself including seeking medical attention.

**WAIVER:** I/we recognize that unanticipated situations and problems can arise during CLC activities that are not reasonably within the control of the CLC staff (including volunteers). I/we therefore agree to release and hold harmless the Milwaukee Board of School Directors, its agents, officer, employees, and volunteers, from any and all liability, claims, suits, demands, judgments, costs, interest and expense (including attorneys' fees and costs) arising from such activities, including any accident or injury to myself or my child and the costs of medical services.

**PHOTO PERMISSION/RELEASE:** I understand, as parent/legal guardian of the above-named child, that there are times when the local news media, national news media and/or nonprofit organizations partnering with Milwaukee Public Schools (MPS) request the opportunity to videotape, take photographs and/or interview children within the CLC and MPS. By signing this release, I also give permission to MPS to make or use pictures, slides, digital images, or other reproductions of me, of my minor child or of materials owned by me or my child, and to put the finished pictures, slides, or images to use without compensation in broadcast productions, publications, on the Web, or other printed or electronic materials related to the role and function of the CLC. I understand that by signing this, I am, on behalf of myself and my child, releasing MPS and its directors, officers, employees and agents, from any future claims as well as from any liability arising from the use of any photograph or other images. This form shall be valid for the duration of the current CLC program. I further give my consent to the CLC program and MPS (in aggregate form) to share the participant's records with each other, for purposes of educational support and assistance. In addition, I understand that the CLC may use the participant's records to evaluate individual progress and improvement, as well as to evaluate the overall impact of the program to obtain continued funding for the program.

**I HEREBY CERTIFY THAT I HAVE READ AND DO UNDERSTAND THE ABOVE INFORMATION:**

PARTICIPANT SIGNATURE OR SIGNATURE OF GUARDIAN IF PARTICIPANT IS UNDER 18: Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Revised 2/2020 MPS

OFFICE USE ONLY	
Site #:	_____
Bus #:	_____
Date entered in computer:	____/____/____
Data Staff Initials:	_____

# Participant Payment Agreement



## Payment Options to Meet Family Needs

The cost for Boys & Girls Clubs of Greater Milwaukee (BGCGM) to provide high quality programming is \$205 per week per child for legacy sites and \$185 per week per child for school based sites. We recognize that this weekly expense for summer care is difficult for many Milwaukee families to afford, and for this reason, the Clubs fund raise to substantially offset this expense for our member families. In this way, the Clubs offer a sliding scale rate for families based on income level, which is provided below. It is important to note that ALL fees are waived (free attendance) for families that secure a childcare authorization through the Wisconsin Shares - Child Care Subsidy Program (information follows). Additional opportunities for full scholarships can be provided.

## Boys & Girls Club Sliding Scale Rates (effective 8/2022)

Annual Family Income Level (self-reported)	Summer - Weekly Cost of Attendance per Child (all day, full-time care)
0-\$50,000	\$40/week
\$50,000-\$75,000	\$50/week
\$75,000-\$100,000	\$60/week
\$100,000 +	\$70/week

## Multiple Children Discount

Families will only be asked to pay for a maximum of two children at a time. Additional children from one household are enrolled at no additional cost.

## No Partial Attendance Discounts

The Clubs do not differentiate based on how many hours a week a child attends, or how many weeks they attend. All fees are flat rates - per child, per week based on enrollment.

## Fee Reductions and Scholarship Opportunities

The Clubs will never turn a child away for the inability to pay. The Clubs want to ensure clear and open pathways for all children to attend regardless of payment history. Full scholarships can be provided upon request, please speak with your Club Manager for more information. All conversations with Club staff regarding individual family payment arrangements will be handled in strict confidence.

## Anticipated Closure Dates and Policy for Payment during Closures

All scheduled times are subject to billing and based on payment frequency (payment frequency may be weekly, biweekly or monthly). No refunds for anticipated closures or unanticipated closures such as inclement weather and other emergencies. All locations will be closed to observe July 4th. If July 4th falls on a Saturday, we will be closed the Friday before, and if it falls on a Sunday, we will be closed the Monday after. Legacy sites may have extended day programs when MPS is closed, see Club Manager for details.

## Policy and Payment Expectations for Child Absences (Expected and Unexpected)

Expected absences are those reported in advance by the parent, including vacations or appointments. Unexpected absences are those not reported in advance, including sick days or no-show. In order to maintain appropriate staffing levels and program quality, fees for weekly designated participation will be assessed regardless of expected or unexpected absences. Summer program fees vary, please refer to your program's fee structure for more information.

## Participant Payment Agreement, cont.

### Reasons and Procedures for Termination/Expulsion of a Child(ren) and Parent's Procedures for Termination/Disenrollment of a Child(ren)

In reference to the Boys & Girls Clubs of Greater Milwaukee Parent/Student Rights, Responsibilities and Discipline Handbook, Boys & Girls Clubs is committed to providing a safe and effective learning environment for students and staff members. Boys & Girls Clubs reserves the right to suspend or expel students who compromise safe learning environments. To cancel enrollment, provide the Site Manager with a two-week verbal or written notice. No refunds will be issued. Payments may not be transferred between children or applied to other services or locations.

### Member Fee Agreement

Once a weekly fee rate is established between you and the Club Manager, we ask that a parent/guardian sign a customized Member Fee Agreement establishing the rate and payment schedule. Once this is complete, your child is welcome to begin attending the Clubs.

### Payment Dates

Weekly fees should be paid the Friday after programming (*special arrangements will be considered on a case-by-case basis. Please talk with your Club Manager for more information.*)

### Payment Method

The Clubs offer multiple methods for private fee payment at most locations. Please check with your Club Manager to determine which method is right for you. They include: checks, money orders or cash. Checks must be made payable to: Boys & Girls Clubs of Greater Milwaukee. Check with your Club Manager about online payment via a debit or credit card. See Wisconsin Shares QR code for payment details.

### WI Shares

Please scan the QR code to get Wisconsin Shares Support and Provider Number.



\_\_\_\_\_  
Parent/Guardian Name (Print First, Last)

\_\_\_\_\_  
Child Name (Print First, Last)

\_\_\_\_\_  
Child Date of Birth

\_\_\_\_\_  
Discount Price

*This payment does not include extra charges that may be incurred for items including field trips/special events, as agreed upon in advance. Parents/Guardians are responsible for paying the difference between the subsidy amount and the cost of care.*

Club and Parent Agreed Upon Start Date: \_\_\_\_\_ Days and Hours of Operation (as of date): \_\_\_\_\_

\_\_\_\_\_  
Club Manager Name (Print)

\_\_\_\_\_  
Club Manager Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

*The provider must retain a copy of each current written payment agreement at the location where child care is provided. The provider must retain a copy of an expired written payment agreement for 3 years after the agreement is terminated and the child no longer attends. The expired agreement may be kept at a location where it can be made available to the Department of Children and Families within 24 hours.*

### HEALTH HISTORY AND EMERGENCY CARE PLAN

**Use of form:** This form is required for family and group child care centers and day camps to comply with DCF 250.04(6)(a)1. and 250.07(6)(L)5., DCF 251.04(6)(a)6. and 251.07(6)(k)5., and DCF 252.44(6)(g) of the Wisconsin Administrative Codes. Failure to comply may result in issuance of a noncompliance statement. Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m), Wisconsin Statutes].

**Instructions:** The parent / guardian should complete this form for placement in the child's file prior to the child's first day of attendance. Information contained on the form shall be shared with any person caring for the child. The department recommends that parents / guardians and center staff periodically review and update the information provided on this form.

**CHILD INFORMATION**

Name (Last, First, MI)	Address – Home (Street, City, State, Zip Code)	
Telephone Number	Birthdate (mm/dd/yyyy)	Date – First Day of Attendance (mm/dd/yyyy)

**PARENT / GUARDIAN INFORMATION** Provide information where the parent(s) / guardian(s) may be reached while the child is in care.

Name	Telephone Number – Home	Telephone Number – Work	Telephone Number – Cellular
Name	Telephone Number – Home	Telephone Number – Work	Telephone Number – Cellular

**PHYSICIAN / MEDICAL FACILITY INFORMATION**

Name – Physician	Address – Medical Facility	Telephone Number
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**SUNSCREEN / INSECT REPELLENT AUTHORIZATION** If provided by the parent, the sunscreen or insect repellent shall be labeled with the child's name. Per DCF 251.07(6)(f)2., authorizations shall be reviewed every 6 months and updated as necessary. Per DCF 250.07(6)(f)2.a., Authorizations shall be reviewed periodically and updated as necessary.

<input type="checkbox"/> Yes <input type="checkbox"/> No I authorize the center to apply sunscreen to my child.	Brand Name	Ingredient Strength
<input type="checkbox"/> Yes <input type="checkbox"/> No I authorize the center to allow my child to self-apply sunscreen.		
<input type="checkbox"/> Yes <input type="checkbox"/> No I authorize the center to apply repellent to my child.	Brand Name	Ingredient Strength
<input type="checkbox"/> Yes <input type="checkbox"/> No I authorize the center to allow my child to self-apply repellent.		

**HEALTH HISTORY AND EMERGENCY CARE PLAN** If available, attach any health care plan information from the child's physician, therapist, etc.

1. Check any special medical condition that your child may have.
 

<input type="checkbox"/> No specific medical condition	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Gastrointestinal or feeding concerns including special diet and supplements
<input type="checkbox"/> Asthma	<input type="checkbox"/> Epilepsy / seizure disorder	<input type="checkbox"/> Any disorder including Cognitively Disabled, LD, ADD, ADHD, or Autism
<input type="checkbox"/> Cerebral palsy / motor disorder		
<input type="checkbox"/> Other condition(s) requiring special care – Specify.		

  
 Milk allergy. If a child is allergic to milk, attach a statement from the medical professional indicating the acceptable alternative.  
 Food allergies – Specify food(s).  
  
 Non-food allergies – Specify.

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2. Triggers that may cause problems – Specify.

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3. Signs or symptoms to watch for – Specify.

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4. Steps the child care provider should follow. If prescription or non-prescription medications are necessary, a copy of the form *Authorization to Administer Medication* should be attached to this form. Note: Group child care centers and day camps may use their own form.

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5. Identify any child care staff to whom you have given specialized training / instructions to help treat symptoms.

- a.
- b.
- c.

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6. When to call parents regarding symptoms or failure to respond to treatment.

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7. When to consider that the condition requires emergency medical care or reassessment.

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8. Additional information that may be helpful to the child care provider.

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**SIGNATURE** – Parent or Guardian

Date Signed (mm/dd/yyyy)

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**Review dates:** \_\_\_\_\_

# Do you Receive WI Shares Child Care or W2?

**Please complete the form below. Not completing this form in no way affects your child's ability to participate in the 21<sup>st</sup> Century CLC program.**

**Please Select One:**

<input type="checkbox"/>	Yes, I have an Open WI Shares Child Care Case. My Case Number is: _____ . I will call MECA (1-888-947-6583) to update my Child Care Authorization.
<input type="checkbox"/>	Yes, I receive W2. My Case Number is: _____ . I will contact my FEP worker to update my Child Care Authorization.
<input type="checkbox"/>	No, I currently do not receive WI Shares Child Care or W2.
<input type="checkbox"/>	I choose not to complete this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_

## Am I Eligible?

**Please complete the following information.**

List all Adults in Household		
First Name	Current Health Insurance?	Currently Working?
	Yes	Yes
	Yes	Yes
List all Children in Household		
(Continue list on back of sheet if needed.)		
First Name	Child's Age	Current Health Insurance?
		Yes
		Yes
		Yes
		Yes
		Yes

Monthly Income Information	
Total Monthly Gross Income for your Household from Job(s):	\$ _____
<b>OR</b>	
Hours Worked Per Week	
Amount Earned Per Hour:	\$ _____
Do you receive any Additional Income? Circle all that apply:	
Child Support W2 Payments Social Security / SSI Unemployment Other: _____	
Total Additional Monthly Income Received:	\$ _____

<p><b>For Office Use Only:</b></p> <p style="text-align: center;">Eligible?    Yes                  No</p> <p style="text-align: center;">If Eligible, Date Contacted: _____ By: _____</p> <p>Notes: _____</p>	<p>Club Location: _____</p> <p>Parent Needs to Update Auth _____</p>
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## ALTERNATE ARRIVAL / RELEASE AGREEMENT – CHILD CARE CENTERS

**Use of form:** This form is voluntary. However, this completed form, when on file in the child's record, meets the requirements of DCF 250.04(6)(a)3. and DCF 251.04(6)(a)5. and 251.095(4)(a)2. Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m), Wisconsin Statutes].

**Instructions:** Complete this form for placement in the child's file when the child will arrive at the center from school, home or other activities, or depart from the center to go to school, home or other activities, and the child will not be accompanied by a parent or other previously authorized person or transported by the center. This form should be updated as information changes. Periodic review with the parent / guardian is recommended to ensure safety. If the center transports the child, the department's form "Transportation Permission – Child Care Centers" may be used to obtain parental authorization.

### ARRIVAL INSTRUCTIONS

My child \_\_\_\_\_  
(Child's name)

will arrive at \_\_\_\_\_  
(Name of center)

from \_\_\_\_\_  
(School, home or other activity)

by way of \_\_\_\_\_  
(Walking, bicycle, bus, car pool, etc. Be as specific as possible.)

at \_\_\_\_\_  A.M. OR  P.M.  
(Time of arrival)

on  Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
(Days of the week)

My child will arrive from this destination  with OR  without center supervision.

### RELEASE INSTRUCTIONS

My child \_\_\_\_\_  
(Child's name)

will leave \_\_\_\_\_  
(Name of center)

by way of \_\_\_\_\_  
(Walking, bicycle, bus, car pool, etc. Be as specific as possible.)

to go to \_\_\_\_\_  
(School, home or other activity)

at \_\_\_\_\_  A.M. OR  P.M.  
(Time of departure)

on  Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
(Days of the week)

My child will travel to this destination  with OR  without center supervision.

### ADDITIONAL INSTRUCTIONS

I understand that I am responsible for notifying the center of any changes in this schedule such as vacation, school conference days, etc.

SIGNATURE – Parent

Date Signed (mm/dd/yyyy)





## **ALTERNATE ARRIVAL/RELEASE AGREEMENT**

By completing and signing the attached Alternate Arrival/Release Agreement (hereinafter "Agreement") you are authorizing Boys & Girls Clubs of Greater Milwaukee (hereinafter "BGCGM") to release your minor child from BGCGM without a parent/legal guardian present. Please note, by signing the Alternative Arrival/Release Agreement you are acknowledging the following:

1. Safety is BGCGM's number one priority. Because BGCGM values safety, and due to a general presumption of maturity of most 13-year-olds or older, it is our position that members, 12-year-olds or younger should only be released directly to a parent/legal guardian or authorized person, and that person must be present and sign the member out.
2. You understand that BGCGM's policy is to only allow members 13-year-olds and older to sign him/herself out.
3. You are requesting that this policy be waived and that your child, who is 12-years-old or younger, be allowed to sign themselves out.
4. You understand that once your child has signed themselves out from BGCGM:
  - a. They will not be allowed back to sign back into the Club site within the same day.
  - b. BGCGM will not be responsible for the safety of your child after they exit the building.
  - c. BGCGM staff will not monitor with whom or where your child goes after departing.
  - d. BGCGM will not make any special notations or phone calls to you, regarding your child signing out.
5. You agree to waive and hold BGCGM harmless from any damage, harm, misconduct, disappearance, or any other circumstance that may occur after your child exits BGCGM's building/site, which includes but is not limited to injury caused by others, self-inflicted, or traffic/motor vehicles.
6. You understand that this Agreement shall remain enforced and on file until revoked in writing.

By signing below, you (the legal guardian/parent with custodial rights to sign on behalf of the below named child), acknowledges your understanding and agreement of the above release and waiver, and voluntarily sign below.

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Child's Full Legal Name

Child's Date of Birth

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Legal Guardian's Name - Print

Best Phone Number

---

Legal Guardian's Signature

Date



**BOYS & GIRLS CLUBS**  
OF GREATER MILWAUKEE

# MEMBER EXPECTATIONS

Boys & Girls Clubs of Greater Milwaukee (BGCGM) has rules that every member, youth and adult guest must follow to ensure a positive experience for all members. All Club rules are designed and enforced to create a safe, respectful, fun and orderly environment.

Members and guardians receive the Member Expectations (ME) as part of the application process. Any violations of these rules may have consequences varying from a verbal warning to suspension or even termination of membership. Additional rules for specific programs, situations or ages may be set and used by Club staff as needed.

The code of conduct is as follows:

- I will honor the BGCGM Member Expectations when I participate in all Club activities.
- I will respect myself, fellow members, employees, and the facilities.
- I will have my coat, hat and book bag in the designated Club location.
- I will be responsible for all my personal belongings, including electronic devices. I agree not to use my electronic devices while attending Club programming, unless given permission by staff.
- I will remain drug, alcohol and tobacco free at the Club.
- I will use words that are respectful.
- I will report inappropriate behavior that is uncomfortable, unwanted or dangerous.
- I will cooperate with all directions and requests by BGCGM employees.
- I will eat or drink only in designated areas and dispose of garbage properly.
- I will refrain from inappropriately touching other Club members.
- I will only use approved entries and exits as I arrive at or depart from the Club.
- I will remain free of all weapons, including objects that resemble real weapons.
- I will refrain from intimate behavior

All youth (guests and members) must sign the Member Expectations with the membership/guest form. By signing my name, I agree to honor Boys & Girls Clubs' Member Expectations and am prepared to accept the consequences of my actions.

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Club Member's Signature

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Parent/Guardian's Signature

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Date

---

Date



**BOYS & GIRLS CLUBS**  
OF GREATER MILWAUKEE

# VIRTUAL PROGRAMMING PARENTAL CONSENT FORM

Dear Parent/Guardian:

In an effort to continuously serve members during the Club closure and to provide your child with more program enrichment, Boys & Girls Clubs of Greater Milwaukee is providing distance-based and in-Club virtual programming for Club members, through which Club staff will communicate and facilitate program activities through online platforms.

Boys & Girls Clubs of Greater Milwaukee will use software, tools and applications provided by third parties that members, parents/guardians and/or staff will access via the Internet and use for purposes of communication and programming. These platforms include: Zoom meeting, Google Classroom, You Tube, Facebook, and MyFuture.net, and more. These applications will be used for video conferencing, group lessons, chats, and advising, and sharing of projects and lessons. Third-party applications will also be used at times. lessons.

This letter seeks consent for your child to utilize these online platforms for distance-based and In-Club, virtual Club program purposes.

All that is needed to get started from home is access to a computer, mobile phone, iPad or Chromebook and an internet connection. In the Club, your child will be provided with a Chromebook and other technology in the classroom.

Our commitment to keeping the young people we serve safe is always our number one priority. Boys & Girls Clubs of Greater Milwaukee will actively monitor member activity and will provide internet safety lessons for your child.

Please complete the attached form to record your consent for your child's use of our virtual programming. Please return the completed form to your Club manager.

-----  
Parent/Guardian Permission

I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_,  
Print parent/guardian name Print member's name

give permission for him/her to participate in distance-based and in-Club online Club experiences at Boys & Girls Clubs of Greater Milwaukee

Parent/Guardian's Email Address \_\_\_\_\_

Parent/Guardian's Cell Phone: \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_



**BOYS & GIRLS CLUBS**  
OF GREATER MILWAUKEE

Child's Legal Name: \_\_\_\_\_

## **PARENT/GUARDIAN CONSENT & WAIVER FORM**

**PERMISSION:** I hereby grant permission for my child/myself to participate in Boys & Girls Clubs. In the event of any injury requiring medical attention, I hereby grant permission to Boys & Girls Clubs staff (including volunteers) to attend to my son/daughter or myself including seeking medical attention.

**WAIVER:** I/we recognize that unanticipated situations and problems can arise during Boys & Girls Clubs activities that are not reasonably within the control of the BGC staff (including volunteers). I/we therefore agree to release and hold harmless the Boys & Girls Clubs Directors, its agents, officers, employees, and volunteers, from any and all liability, claims, suits, demands, judgments, costs, interest and expense (including attorneys' fees and costs) arising from such activities, including any accident or injury to myself or my child and the costs of medical services.

**MEDIA/RELEASE:** I understand, as parent/legal guardian of the above-named child, that there maybe times when the local news media, national news media and/or nonprofit organizations partnering with Boys & Girls Clubs request the opportunity to videotape, take photographs and/or interview children within Boys & Girls Clubs. By signing this, I understand that I am giving permission for Boys & Girls Clubs to allow media coverage with respect to my child. I also understand that by signing this release, I give permission to Boys & Girls Clubs and/or its agents to make or use pictures, slides, digital images, or other reproductions of me, of my minor child, or of materials owned by me or my child, and to put the finished pictures, slides, or images to use without compensation in broadcast productions, publications, on the Web, or other printed or electronic materials related to the role and function of the Boys & Girls Clubs. I understand that by signing this, I am, on behalf of myself and my child, releasing Boys & Girls Clubs and its directors, officers, employees and agents, from any future claims as well as from any liability arising from the use of any photograph or other images. This form shall be valid unless revoked in writing by me (parent/legal guardian) to the attention of BGCGM (Mardak Administration Center).

**COMMUNICATION:** I agree to receive text messages from Boys & Girls Clubs of Greater Milwaukee regarding services for my child/children.

**I HEREBY CERTIFY THAT I HAVE READ AND DO UNDERSTAND ALL OF THE ABOVE INFORMATION.**

Signature of Parent/Guardian \_\_\_\_\_

Print Name of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

## CHILD CARE IMMUNIZATION RECORD

COMPLETE AND RETURN TO CHILD CARE CENTER. State law requires all children in child care centers to present evidence of immunization against certain diseases within **30 school days (6 calendar weeks) of admission to the child care center**. These requirements can be waived only if a properly signed health, religious, or personal conviction waiver is filed with the child care center. See "Waivers" below. If you have any questions about immunizations, or how to complete this form, please contact your child's child care provider or your local health department.

### PERSONAL DATA

PLEASE PRINT

<b>STEP 1</b>	Child's Name (Last, First, Middle Initial)	Date of Birth (Month/Day/Year)	Area Code/Telephone Number
	Name of Parent/Guardian/Legal Custodian (Last, First, Middle Initial)	Address (Street, Apartment number, City, State, Zip)	

### IMMUNIZATION HISTORY

**STEP 2** List the MONTH, DAY AND YEAR the child received each of the following immunizations. DO NOT USE A (√) OR (X) except to indicate whether the child has had chickenpox. If you do not have an immunization record for this child, contact your doctor or local public health department to obtain the records.

TYPE OF VACCINE	First Dose Month/Day/Year	Second Dose Month/Day/Year	Third Dose Month/Day/Year	Fourth Dose Month/Day/Year	Fifth Dose Month/Day/Year
Diphtheria-Tetanus-Pertussis (Specify DTP, DTaP, or DT)					
Polio					
Hib (Haemophilus <i>Influenzae</i> Type B)					
Pneumococcal Conjugate Vaccine (PCV)					
Hepatitis B					
Measles-Mumps-Rubella (MMR)					
Varicella (chickenpox) vaccine Vaccine is required only if the child has not had chickenpox disease.					

**Has the child had Varicella (chickenpox) disease? Check the appropriate box and provide the year if known.**

- Yes year \_\_\_\_\_ (Vaccine is not required)  
 No or Unsure (Vaccine is required)

### REQUIREMENTS

**STEP 3** The following are the minimum **required** immunizations for the child's age/grade at entry. All children within the range must meet these requirements at child care entrance. Children who reach a new age/grade level while attending this child care must have their records updated with dates of additional required doses.

AGE LEVELS	NUMBER OF DOSES					
5 months through 15 months	2 DTP/DTaP/DT	2 Polio	2 Hib	2 PCV	2 Hep B	
16 months through 23 months	3 DTP/DTaP/DT	2 Polio	3 Hib <sup>1</sup>	3 PCV <sup>2</sup>	2 Hep B	1 MMR <sup>3</sup>
2 years through 4 years	4 DTP/DTaP/DT	3 Polio	3 Hib <sup>1</sup>	3 PCV <sup>2</sup>	3 Hep B	1 MMR <sup>3</sup> 1 Varicella
At Kindergarten entrance	4 DTP/DTaP/DT <sup>4</sup>	4 Polio			3 Hep B	2 MMR <sup>3</sup> 2 Varicella

<sup>1</sup>If the child began the Hib series at 12-14 months of age, only 2 doses are required. If the child received one dose of Hib at 15 months of age or after, no additional doses are required. Minimum of one dose must be received after 12 months of age (Note: a dose 4 days or less before the first birthday is also acceptable).

<sup>2</sup>If the child began the PCV series at 12-23 months of age, only 2 doses are required. If the child received the first dose of PCV at 24 months of age or after, no additional doses are required.

<sup>3</sup>MMR vaccine must have been received on or after the first birthday (Note: a dose 4 days or less before the 1<sup>st</sup> birthday is also acceptable).

<sup>4</sup>Children entering kindergarten must have received one dose after the 4<sup>th</sup> birthday (either the 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup>) to be compliant (Note: a dose 4 days or less before the 4<sup>th</sup> birthday is also acceptable).

### COMPLIANCE DATA AND WAIVERS

**STEP 4** **IF THE CHILD MEETS ALL REQUIREMENTS (sign at STEP 5 and return this form to the child care center), OR**

IF THE CHILD **DOES NOT** MEET ALL REQUIREMENTS (check the appropriate box below, sign and return this form to child care center).

- Although the child has not received all required doses of vaccine for his or her age group, at least the first dose of each vaccine has been received. I, understand that it is my responsibility to obtain the remaining required doses of vaccines for this child **WITHIN ONE YEAR** and to notify the child care center in writing as each dose is received.

**NOTE: Failure to stay on schedule or report immunizations to the child care center may result in court action against the parents and a fine of up to \$25.00 per day of violation.**

- For health reasons this child should not receive the following immunizations \_\_\_\_\_ (List in STEP 2 any immunizations already received)

\_\_\_\_\_  
 Physician's Signature Required

- For religious reasons this child should not be immunized. (List in STEP 2 any immunizations already received)

- For personal conviction reasons this child should not be immunized. (List in STEP 2 any immunizations already received):

### SIGNATURE

**STEP 5** To the best of my knowledge, this form is complete and accurate.

\_\_\_\_\_  
 SIGNATURE - Parent, Guardian or Legal Custodian

\_\_\_\_\_  
 Date Signed



**BOYS & GIRLS CLUBS**  
OF GREATER MILWAUKEE

## **MENTORING PROGRAM PARENT/GUARDIAN CONSENT FORM**

I, the parent or legal guardian for \_\_\_\_\_ hereby give my permission for my child to participate in the Mentoring Program at the Boys & Girls Club.

I fully understand that the program involves mentors, who shall be selected from the community and will be screened (including a criminal background check) and trained before beginning in the program. A mentor will be expected to spend a minimum of one hour per week with my child on-site at the Boys & Girls Club. The mentor is not allowed to take or meet my child beyond the Club facility.

I understand that my child will participate in an orientation session at the Club in which the program will be explained. The program is planned to last one year and continuation may then be discussed.

I understand that during the course of the mentoring program there may be special group events (incorporating all mentors and youth) and family events planned. I understand that the staff of the Club will provide ongoing monitoring of the mentoring activities.

I give the Boys & Girls Club Mentoring Program Coordinator permission to obtain my child's academic and attendance records from my child's school.

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 Mentoring Program Coordinator by \_\_\_\_\_.

(date)



**BOYS & GIRLS CLUBS**  
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# **PARENT/GUARDIAN TECHNOLOGY CONSENT & WAIVER FORM**

## **Acceptable Use Policy for Members**

An **Acceptable Use Policy** defines appropriate use of computer equipment and the internet for both staff and members, as approved by the Board of Directors and signed by each staff member and placed in their membership file.

### **Responsible Computer Use Guidelines for Members:**

Boys & Girls Clubs of Greater Milwaukee' ("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 classroom activities, school-to-career development and scholastic research on appropriate subjects. The Clubs' network has not been established as a public access service or a public forum. 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.

The Clubs' network is considered a limited forum, similar to a school and, therefore, the Club reserves the right to regulate that forum for valid educational reasons. The Club will not restrict speech on the basis of a disagreement with opinions you, the members, are expressing.

You should expect only limited privacy with the content of your personal files on the Clubs' network. This situation is similar to the rights you have in the privacy of your locker at school.

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.

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.



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## **PARENT/GUARDIAN TECHNOLOGY CONSENT & WAIVER FORM, *cont'd*** **Acceptable Use Policy for Members**

### **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.

### **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.

Do not look for security problems, because this may be construed as an illegal attempt to gain access.

### **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.

The following are not permitted:

- 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 law
- Using another person's password
- Trespassing into another person's folders, work or files
- 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

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





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## **PARENT/GUARDIAN TECHNOLOGY CONSENT & WAIVER FORM, *cont'd*** **Acceptable Use Policy for Members**

### **Respect for Privacy:**

You must not re-post a message that was sent to you privately, without the permission of the person who sent the message.

You must not post private information about another person.

### **Plagiarism and Copyright Infringement:**

You must not plagiarize works you find on the internet. Plagiarism is taking ideas, writing or pictures of others and presenting them as your own. It is dishonorable, and it is a prohibited use of this facility.

You must 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. Copyright law can be confusing; therefore, if you have any questions, please ask a teacher or Club staff member.

### **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.

**By signing below, I agree that I have read, understand and will abide by these regulations.**

Member's Name \_\_\_\_\_ Date \_\_\_\_\_

**As the parent/guardian, I acknowledge I have reviewed and read these rules and regulations with my child.**

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_