



2015 WINTER BREAK PROGRAM – REGISTRATION FORM

Youth Name _____ Youth Age _____ Youth Date of Birth _____

Parent Name(s): _____

Mother Contact Info: _____
Mobile Phone Home Phone Email

Father Contact Info: _____
Mobile Phone Home Phone Email

Mailing Address _____

Child resides with: () Both parents () Father () Mother () Other: _____

Allergies or Medical Issues: _____

Please Select from the Following Program Options:

- All Dates (Dec 28-30 & Jan 4-5): \$100
- December 28: \$20
- December 29: \$20
- December 30: \$20
- January 4: \$20
- January 5: \$20

Emergency Contact Information:

Full Name: _____ Relationship: _____

Primary Phone: (____) _____ Alternate Phone: (____) _____

Full Name: _____ Relationship: _____

Primary Phone: (____) _____ Alternate Phone: (____) _____

By signing the release/waivers below, I have read, understand, and agree to them voluntarily.

Photo/Video Release/Waiver:

I authorize Boys & Girls club to use video images or photographs of my child, I agree that the video of photographs become the exclusive property of the Boys & Girls Club and may only used by the Boys & Girls Club.

Medical Release/Waiver:

In the event of a medical emergency, if the parent/guardian, emergency contact persons, or child's physician can not be promptly reached, I authorize the Boys & Girls Club staff to take my child to the nearest hospital or clinic for medical care.

Parent/Guardian Signature Date

Parent/Guardian Signature Date



2015 WINTER BREAK EXCURSIONS

PERMISSION FORM & LIABILITY WAIVER

In consideration of my child _____, participating in this excursion, I _____ (Parent/ Guardian), intend to be legally bound hereby for, and do assume any and all risk attendant to my child’s participation in this excursion, and I, on behalf of _____(Name of Child), myself, my heirs, executors and administrators, hereby waive and release any rights and claim for personal injury of damage I may have against the Boys & Girls Club of Hawaii, its agents, sponsors, officers and directors that exist now or that may accrue from my child’s participation in this excursion. I additionally agree that the use of his/her name and/or pictures in the broadcasts, telecast, etc. arising out of participation in this event shall be allowed without charge, and should it be done, it has my full consent.

Parent\Guardian Signature: _____ **Date:** _____

Contact Phone #: _____ Alternate: _____ Email: _____

Parent Initials	Date	Excursion	Depart Clubhouse	Return Clubhouse
	29-Dec-15	Honolulu Hale	8:45am	1:00pm
	05 Jan 16	Ice Palace	8:45am	1:00pm



BOYS & GIRLS CLUB
OF HAWAII — WINDWARD

WINTER BREAK INFORMATION AND EXPECTATIONS

Program Times

- 7:00 am - 9:00 am Clubhouse opens for early drop off
- 9:00 am - 2:00 pm Winter Break Program Hours
- 2:00 pm – 6:00 pm Clubhouse is open to all members ages 7 to 17

After Hours: Parents, please note there is no supervision before or after our stated program hours. Please arrive on time so that your child is not left alone unsupervised. We appreciate your cooperation.

Absences: Please call in absences by 8:00am. Refunds are not issued for daily absences.

Sign In & Sign Out Procedures: Members will use their membership card to scan into the clubhouse in the morning and then to scan out of the clubhouse when they leave at the end of the day.

Cubbies will be available to store member's belongings. Please note that the cubbies do not lock. ***The Windward Clubhouse is not responsible for lost or stolen items.***

Medication: The Boys & Girls Club of Hawaii – Windward Clubhouse staff will not administer or hold medication for program participants.

Things to Bring:

Lunch, Snacks: morning and afternoon, Sunscreen, Swimsuit and towel , Extra clothes, Water, Hat, Covered shoes for field trips

What Not to Bring:

Electronics, such as iPhones, iPods, etc. Other valuables (money, jewelry, etc.)

Schedule Changes: Our excursions are planned and reserved in advance, however, there are times when circumstances require us to make changes to the schedule. Parents will be notified of any schedule changes by the Windward Clubhouse staff.

Emergency Procedures:

- If a medical emergency arises, we will first attempt to contact the child's parent. If the parent cannot be reached, we will attempt to contact persons authorized by parents in case of emergency.
- If no authorized persons can be reached, appropriate treatment will be secured at the nearest medical facility.
- If a major illness or injury is involved, the child will be taken by ambulance to a designated site and/or physician.
- Parents are financially responsible for any medical care or treatment incurred on their child's behalf.

Miscellaneous:

- Members must bring a packed lunch daily. Healthy options are encouraged (soda, candy, and other junk food are not allowed at the Club).
- Members will not be allowed to leave the Club or the group to get fast food for lunch.



BOYS & GIRLS CLUB
OF HAWAII – WINDWARD

Field Trip Guidelines

- Please note the bus schedule for each field trip day and **ensure that your child arrives to the clubhouse on time**. If your child misses the bus there will be no program staff available at the Clubhouse to care for children.
- All youth will be expected to be respectful and responsible on field trips.
 - Youth who:
 1. Do not follow the rules
 2. Do not listen to staff
 3. Require an unnecessary amount of attention that distracts staff from supervising the rest of the group or
 4. Put other youth in dangerwill not be permitted to participate in the next field trip. No refunds will be given for youth who do not attend field trips.

In-Club Programs

- Youth will rotate through a variety of high yield learning activities and interactive programs. Youth will be expected to:
 1. Actively participate in each program.
 2. Respect the program leaders and follow directions.
 3. Respect the other youth in the program.
 4. Respect the Club facility and program spaces.
 5. Youth will not be allowed to leave the Club during the Winter break program hours (until 2:00pm) once they are dropped off for the day.
- For youth who choose not to follow the Club rules the following steps will be taken:
 1. Verbal warning
 2. Asked to sit out and cool off until ready to participate
 3. Phone call to parents to notify them of incident
 4. Parent will be asked to remove the child from the program for the day
- If a youth is required to be picked up by a parent more than two times during the Winter Break Program, they will be asked to leave the program. Parents will be given a pro-rated refund for the remainder of the program.
- The Club reserves the right to determine the appropriate discipline in its sole discretion for any Club member, and to proceed immediately to any of the steps listed above.