

# **PARENTAL GUIDELINES AND CONSENTS**

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## **GENERAL POLICIES**

- The Boys & Girls Club of Cabarrus County is not a day care facility. The Club is a youth recreational facility. Staff makes every effort to assure the safety of its members; however, due to the large number of youth and parents who visit the Club, it is not possible to implement a formal policy of signing youth in and out.
- Refund Policy: It is our standard policy not to provide refunds. Under special circumstances, a refund may be requested by completing a refund form. If approved, a \$25.00 refund fee will apply.
- In the event of illness or injury while participating in Club programs, child has permission to receive treatment from Club personnel or volunteers. Parents will be notified of serious injury or illness immediately.
- Child has permission to be transported by Club vehicle to the Club and/or for Afterschool or Club field trips.
- Photos and videos taken on Club property and during Club activities may be released without permission of the parents. Photos / videos will never reveal confidential information about the child. Parents who object to the release of such photos must notify the Club, in writing, within 15 days of registration.

## **DATA COLLECTION AND SHARING**

- Child has permission to participate in online or written surveys, questionnaires, interviews, and focus groups. Any and all information gathered will be kept strictly confidential. Data gathered will be summarized and will exclude all references to individual responses. The results of such analyses may be shared with Club staff, Boys & Girls Clubs of America (BGCA), funders, and other community stakeholders to evidence program effectiveness and/or Club impact on our members.
- The Boys & Girls Club of Cabarrus County may share information about the child with Club staff, BGCA and other community stakeholders for research purposes and/or to evidence program effectiveness. Information that will be disclosed may include information provided on membership application, data provided by the child's school or school district, and other information collected by the Boys & Girls Club of Cabarrus County, including data collected via surveys, questionnaires and/or quarterly report cards. Any and all information gathered will be kept strictly confidential.

## **NYOI SURVEY**

- Our Club takes part in an annual survey that is used to track the wellbeing of members in Boys & Girls Clubs nationally. Our Club is one of many Clubs across the country participating in the survey that asks how members feel about the activities and time they spend at the Club, education plans, and involvement in community service and work.
  - If you do not want your child to participate in the NYOI Survey, you must request an Opt-Out Form from the Club. This form must be completed and returned to the Club, and will be kept in the member's file.

# **CODE OF CONDUCT**

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*Please refer to the Codes of Conduct shown below. The Boys & Girls Club takes these matters very seriously. Regarding your child's behavior, there is no one who can instill discipline in your child more than you. We appreciate your support in this endeavor, however, the Club reserves the authority to administer appropriate forms of discipline for inappropriate behavior that is in the best interest of the individual and the Club.*

## **YOUTH CODE OF CONDUCT**

It is part of the Club's mission to provide a fun, positive, and safe environment for all of its members during all of its programs. Please be advised that misbehavior by the youth members will not be tolerated and will be dealt with by the staff. Each instance of misbehavior will be judged on its own merit. The severity and frequency of the misbehavior will determine the way Club staff will issue consequences.

Among the behaviors that are unacceptable are: chewing gum, running (in areas not designated for physical activity), eating/drinking outside designated areas, "hanging out" in halls and restrooms, name calling/bullying, any form of physical contact, disrespectful attitude, not following staff directions, lewd conduct, using profanity, stealing, fighting, possessing illegal/dangerous items.

Among the consequences that may be issued by staff are: verbal warning; parent conference; time out; suspension from a room, area, or activity; temporary or permanent suspension from the Club. A suspension from the Club will result in the member being suspended from all Club activities during the length of the suspension. The Club's no refund policy also applies to instances when a child is suspended from Club activities.

Please be advised of the following: Youth are strongly discouraged from bringing any personal belongings to the Club. The Club is not responsible for lost or stolen items, nor is it bound to conduct inquiries in order to retrieve such items; however, the Club does reserve the right to search members' belongings when there is reasonable suspicion that he/she possesses something illegally.

## **PARENT CODE OF CONDUCT**

Club activities are designed for the fun and wellbeing of youth. All adults, as well as youth under their supervision, are required to conduct themselves in a respectful, sportsmanlike manner at all times. Inappropriate or disrespectful language or conduct directed towards any person in connection with any Club sponsored activity will not be tolerated. Club staff has the right to require any individual who is exhibiting such behavior to leave the premises of the Club sponsored activity temporarily or permanently. Club staff also reserves the right to remove any youth member who may be associated with the individual exhibiting such behavior from its activities temporarily or permanently.

Any issues concerning children should be addressed with a full-time Club staff member. No adult should address an issue with a child other than his/her own concerning misbehavior or discipline.

Please be advised that North Carolina legislation is in place, which states that any fan or player who assaults a sports official, coach, volunteer, or staff member could be fined and sentenced to up to two years in jail.