BOYS & GIRLS CLUB
OF MOORPARK & SIMI VALLEY

# ASES After School Club Registration
## Berylwood Elementary / Parkview Elementary / Santa Susana Elementary

**MEMBER INFORMATION:**

Name: _____ ☐ Male ☐ Female
**Last** **First** **M.I.**

School: ☐ Berylwood ☐ Parkview ☐ Santa Susana **Grade:** _____

**PARENT AGREEMENT:**

The After School Program runs daily from school dismissal until 6:00 p.m. Regular Attendance of ***15 hours*** per week is mandatory and children are expected to attend the entire program. The check-out process begins at 5:15 p.m. and ends at 6:00 p.m. daily. Parents may arrive during that time and sign out. All children in the program must be signed out daily. **Please initial here _____**

The After School Program closes promptly at 6:00 p.m. and we will assess a $1.00 per minute late fee after 6:10 p.m. If the After School Program staff cannot reach a designated parent/guardian or authorized person to pick up your child by 7:00 p.m., children will be turned over to the local Police Department. **Please initial here _____**

Early pick up is allowed when your child has a documented doctor, dentist or counseling appointment, organized sports practice, religious class or other family emergency. In such cases, please notify the Site Director & provide a note detailing the reason your child is being picked up early from the after-school program. **Please initial here _____**

Participation in the After School Program is a privilege. Disruptive, disrespectful or other inappropriate behavior is reason for disciplinary action. Continuous behavioral issues may result in your child's removal from the program. Please discuss concerns with the Site Director. **Please Initial here _____**

I have read and understood all of the above information. I agree to follow all the rules applicable to me & help my child understand & follow the rules.

**Parent or Legal Guardian Signature:** _____ Date: _____

**PROGRAM HOURS CRITERIA:**

**All after school program participants must attend a minimum of 15 hours per week**. Any after school student that does not meet the weekly attendance, will have the following occur:

1st Unexcused absence – Verbal Warning from Site Director
2nd Unexcused absence – Warning Letter from Site Director
3rd Unexcused absence – Student automatically dropped from after school program

Early Release / Late Arrival Policy: A child may be released early or arrive late from the after school program prior to the end of the program time at 6:00 p.m. based upon the following conditions: Attending a parallel program (programs in the school or community centers such as soccer, basketball, etc.) as long as an agreement or partnership with the program exists thus making this parallel program the child's enrichment component. Also, family emergencies, medical appointments, weather conditions, child accidents that occur during program time and other conditions that may apply affecting the safety as prescribed by the school Whatever the case may be, program staff will record the date and time of the early release departure of the child.

**Parent or Legal Guardian Signature:** _____ Date: _____