



2024-25 School Year Program Registration

Please complete this form to enroll your child(ren) in our after school program for the 2024-25 school year. This form, along with the parent agreement form, transportation form (if needed), and payment completes the registration process. Membership & fees must be up to date to register. (\$25 annual membership is based upon the calendar year.) Enrollment is on a first come first serve basis.

CHILD'S NAME _____ SCHOOL: _____ Grade '24-25: _____

Parent/Guardian Name: _____ Date: _____

Contact Phone Number: _____ Email: _____

- Please check this box if you are eligible for FREE or Reduced lunch, and therefore eligible for the Expanded Learning Opportunity Program Benefits (ELO-P)

***No transportation is available for students with an ELO-P scholarship from Peach Hill or Flory Schools.**

Please check the box for the program that you are registering for:

Arroyo West:

- After School Program: (Grades 1-5) **\$150/mo**
- **\$125 special discount** (if paid by the 25th of the prior month)
- After School Program: (Grades TK-Kinder) **\$225/mo**
- **\$199 Special Discount** (if paid by the 25th of the prior month)
- Before School Program: **\$99/mo** (Requires 20 members minimum)

Campus Canyon:

- After School Program: (Grades K-8) **No fee with Attendance Requirements**
- After School Program: (Grades TK) **\$225/mo**
- **\$199 Special Discount** (if paid by the 25th of the prior month)
If student qualifies for ELO-P Scholarship, there is no cost.
- Before School Program: **\$99/mo** (Requires 20 members minimum)

Mountain Meadows:

- After School Program: (Grades 1-5) **\$150/mo**
- **\$125 Special Discount** (if paid by the 25th of the prior month)
- After School Program: (Grades TK-K) **\$225/mo**
- **\$199 Special Discount** (if paid by the 25th of the prior month)

Moorpark Clubhouse:

- After School Program: (Grades 1-5) **\$150/mo**
- **\$125 Special Discount** (if paid by the 25th of the previous month)
- After School Program: (Grades TK-K) **\$225/mo**
- **\$199 Special Discount** (if paid by the 25th of the prior month)
- ***WALNUT CANYON- Club Staff meet and walk members to Club**
- After School Program including **VAN TRANSPORTATION** (SERVING FLORY & PEACH HILL)
 - \$190/mo** (Grades 1-5) - **\$165 Special Discount** (is paid by the 25th of prior month)
 - \$265/mo** (Kindergarten) - **\$239/month** (Kindergarten*)

***No transportation option for TK students at this time**

Chaparral Middle School:

- After School Program: **\$50/mo**

Mesa Verde Middle School:

- After School Program: **\$50/mo**



**BOYS & GIRLS CLUB
OF MOORPARK & SIMI VALLEY**

2024-25 School Year Program Information

Thank you for your interest in the Boys & Girls Club as an after school enrichment program for your child. We also have programs during winter, spring breaks and in-service days. Activities include homework help, STEAM, social emotional learning (SEL), arts, healthy choices, leadership, and much more. The Club provides a safe, affordable place for kids to thrive, with caring, professional staff. All staff are pre-screened and complete fingerprint and background checks. They also receive extensive training in youth development. All site locations have first aid/CPR/AED certified staff.

Program Hours - All Club Sites are open from once school is dismissed until 6:00 pm each day.

Before School Hours - Our Arroyo West and Campus Canyon sites provide before school care from 7:00 am - the start of school. A minimum of 20 students are needed to provide this service.

Payments: All payments are due on the 1st of the month. A special discount is available if paid by the 25th of the prior month. All program participants must have current membership on file (\$25 per calendar year.) Payments can be made at all site locations (cash or check) or at the Admin Office at the Moorpark Clubhouse (805) 529-1140. Credit card payments by phone are also accepted.

Late Pick-up Fees: All Club sites close at 6:00 pm. Due to the cost of staffing, a fee of \$1.00 per minute will be assessed five minutes after closing (6:05 pm).

Scholarships: Scholarships are available for qualified participants. Applications are available upon request.

Van Transportation: Van transportation is available from Peach Hill and Flory Schools to our Moorpark Clubhouse. Spaces fill quickly and are available on a first-come first-served basis. If such transportation is needed, please complete a Van Transportation Form.

Medication: Should your child need medications while attending the Club, an "Authorization to Administer Medication" form must be completed. All medications are stored in a locked location. Please see your child's Site Coordinator.

Snacks: A daily healthy snack is provided to all members. The Club does not provide any nut-based snacks. Please indicate on your child's registration form if he/she has any food or non-food allergies.

Bully-Free Zone: All Site locations are "bully-free" zones. We work hard to ensure that each Club member has a positive, fun experience and our Staff will listen and respond to any type of bullying. Inappropriate behavior and language is not tolerated. Please notify your child's Site Coordinator if you have any incidents or concerns.

Valuables (Cell phones, Toys, Trading Cards, etc.): The Club is not responsible for lost or stolen items that are brought to the Club. We encourage them to leave such items at home.

Parent Handbook: Parent Handbooks are available on our website and at each location. This has more information on our organization and our policies. We ask that parents review this for important information.

Member Behavior Expectations: All Club Sites follow the same guidelines and behavior policies as the regular school day. Members are expected to respect each other and respect Club property. The Club additionally has a "hands-off" policy, and any incidents including fighting (hitting, kicking etc.) will result in a one day suspension from the program.

Additional zero tolerance incidents include: biting, spitting, racial/homophobic slurs, leaving campus without permission, possessing weapons or drugs. These incidents result in automatic suspension.



PARENT AGREEMENT FORM

I, _____, the parent of _____, understand the policies and procedures of the Boys & Girls Club of Moorpark & Simi Valley in accordance, but not limited to, the following listed below:

Initials:

_____ For my child’s safety, I understand that I and all contacts on my child’s membership application, will be required to show proper identification to pick up my son/daughter. Members will not be released to any person(s) who do not have written authorization on file.

_____ Late Pick-up Fee - All Club sites close at 6:00 pm. Due to the cost of staffing, a fee of \$1.00 per minute will be assessed five minutes after closing (6:05 pm).

_____ I understand that my child may be selected to participate in various local walking field trips and I give my permission for my child to participate in such events. This includes, but is not limited to, walking trips to the park for lunch time and special events activities.

_____ I understand all payments are to be paid no later than the 1st of the month. All field trip sign ups are on a first-come, first-served basis and are confirmed with payment. Payment should be received no later than **two business** days prior to the field trip or interest club (i.e. dance, glee, etc.).

_____ Split households: Full payment must be made at time of registration. No partial payments accepted on any fees applied. This includes monthly payments.

_____ I understand that any request for a credit or refund request must be received 5 business days in advance, by the Admin Office. Refunds or credits due to sick days are not available.

_____ Returned Check Fee - A fee of \$25.00 will be charged for any returned check. Additional occurrences may result in no longer accepting payment in check form.

_____ I understand the BGC Parent Handbook is available to me on the Club website and at all Club Sites. I further understand that it is my responsibility to be familiar with its contents, and abide by the program requirements and parent responsibilities outlined in it.

_____ I understand that the Club works closely with the Moorpark Unified School District to maximize the impact of Club programs. To best serve my son/daughter, I give my permission to the Moorpark Unified School District to share information on my child including but not limited to report cards, school attendance and special needs.

I acknowledge that I have read & agreed to the above policies.

Parent’s Name (print): _____

Date: _____

Parent’s Signature: _____

For Office Use Only
Processed by _____
Receipt # _____
Membership Paid: Y / N

Notes:

Questions? Please contact Maria Ceja, at (805) 529-1140 x 202.



BOYS & GIRLS CLUB
OF MOORPARK & SIMI VALLEY

AFTER SCHOOL VAN TRANSPORTATION

SCHOOL: _____ GRADE in the Fall: _____ ROOM #: _____

DISMISSAL TIME: _____ START DATE: _____ BIRTHDATE: ____/____/____ CURRENT AGE: _____

DAYS REQUIRING PICK UP (PLEASE CIRCLE) M T W TH F

CHILD'S FULL NAME: _____
FIRST MIDDLE LAST

PARENT/GUARDIAN #1 NAME: _____ RELATIONSHIP TO MEMBER: _____

PHONE (Home): _____ PHONE (Cell): _____

PARENT/GUARDIAN #2 NAME: _____ RELATIONSHIP TO MEMBER: _____

PHONE (Home): _____ PHONE (Cell): _____

I, hereby give my son/daughter/charge, permission to participate in the Boys & Girls Club after school transportation program. In the event of an emergency, and I cannot be reached, I give permission to the Boys & Girls Club of Moorpark & Simi Valley, and I/or its agents, to obtain whatever medical assistance is necessary at my expense.

I, _____ being parent, guardian or other person entitled to legal custody of _____, a minor child, do hereby authorize the Boys & Girls Club of Moorpark & Simi Valley, into whose care I have entrusted said minor child to any x-ray, examination, anesthetic, medical or surgical diagnosis or treatment and hospital care to be rendered to said minor child under the general or special supervision and under the advice of a physician and surgeon licensed under the anesthetic, dental or surgical diagnosis or treatment and hospital care to be rendered to said minor by a dentist licensed under the provisions of the Dental Practice Act.

PARENT OR GUARDIAN SIGNATURE: _____

DOCTOR: _____ PHONE: _____

INSURANCE CO: _____ POLICY NUMBER: _____

Office Use Receipt #: _____

VAN TRANSPORTATION POLICIES

Please be aware that it is the goal of the Boys & Girls Club of Moorpark & Simi Valley to provide the highest quality of service to you and your family for the lowest cost possible. Safety is our #1 priority. All of our vehicles are inspected regularly and certified by the California Highway Patrol. All drivers are also trained and certified. Please read and initial the following:

Initials:

_____ The Boys & Girls Club vans will meet your child immediately after school at a designated location. The driver will wait approximately 7 minutes after dismissal time when picking up. Please encourage your son/daughter to go directly to the van location. Should your child miss the van, they should go to the school office to notify the Club. We will make every effort to come back, however, there will be a \$25 fee for return pick-ups.

_____ Please notify the Club no later than 11:00 AM if your child will not be requiring a van pick up that day.

_____ If your child is absent from the van and you have not notified the Club of his/her absence, you will receive a follow-up call. These calls are made between 3:30 P.M. and 5:00 P.M.

_____ Our goal is to pick up all members in a timely manner. Wait times may vary due to early dismissal, conference schedules, etc. Your child must remain in the designated area in order not to miss the van.

_____ The safety of all Club members is our top priority. Any disciplinary issues with your child during the transportation time, may result in a non-refundable suspension of van service.

_____ Should you choose to discontinue van service, please provide a two week written drop notice to an office staff member at the Club. If no notice is provided, no refunds will be given for any remaining portion of the month that was paid.

I have read, understand, and agree to the Van Transportation Rules and Regulations of the Boys & Girls Club of Moorpark & Simi Valley.

Member Name: _____

Parent Guardian Name: _____

Parent Guardian Signature: _____

Date: _____

For Office Use Only

Processed by _____

Receipt # _____

Membership Paid: Y / N

Notes:



**BOYS & GIRLS CLUB
OF MOORPARK & SIMI VALLEY**

CAMPUS CANYON SITE REGISTRATION

The Moorpark Unified School District, in affiliation with the Boys & Girls Club of Moorpark & Simi Valley, is proud to provide this comprehensive after school program that offers a wide range of educational, recreation and enrichment opportunities, which complies with the ASES funding requirements from the CA Department of Education. There is no cost for this program, (Grades K-8), however, there are attendance requirements that must be met to receive this scholarship.

MEMBER INFORMATION:

Name: _____ Gender: _____ Grade: _____

Last First M.I.

PROGRAM HOURS CRITERIA:

Students are expected to attend a minimum of 15 hours per week to maintain eligibility in the ASES program.

Early Release / Excused Absences:

Early pick up is allowed for the following reasons:

- When your child has a documented medical reason (such as: doctor, dentist, counseling, etc)
- Is sick (ill or has a family emergency)
- Is participating in a parallel program (such as: tutoring, organized sports practice, dance, religious class, etc.).
- Is participating in a school or family event.
- Other: There may be other circumstances such as adverse weather conditions, that occur during program time that may affect the safety of your child or other program participants. In such cases, please notify the Site Coordinator & provide a note detailing the reason your child is being picked up early from the after-school program.

Please remember that regular attendance is critical to the positive growth of all program participants. Your Site Coordinator will assist you in monitoring weekly attendance. Unexcused absences may lead to dismissal from the ASES program.

Please be sure to communicate planned absences or early release with your Site Coordinator ahead of time. Written documentation is required. A Parent note may be collected at time of pick up.

PARENT AGREEMENT:

The ASES After School Program runs daily from school dismissal until 6:00 p.m. Regular attendance of **15 hours** per week is expected to meet the attendance criteria.

If I have an "Excused Absence," I will notify the Site Coordinator within 48 Hours. **Please initial here** _____

Daily check-out time begins three hours after school dismissal and ends at 6:00 p.m. All Children in the program must be signed out daily. I will sign out my child on a daily basis. **Please initial here** _____

I understand that the safety of all members is our #1 priority. Behavior challenges, disrespectful or other inappropriate behavior may result in disciplinary action. Continuous behavioral issues may result in your child's removal from the program. Please discuss any concerns with the Site Coordinator. My child will follow all program rules.

Please Initial here _____

I have read and understood all of the above information. I agree to meet all of the ASES program requirements and policies to maintain eligibility in the ASES after school program.

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