

Boys & Girls Club of Simi Valley After School 2016/2017

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**BOYS & GIRLS CLUBS
OF AMERICA**



"We cannot seek achievement for ourselves and forget about progress and prosperity for our community... Our ambitions must be broad enough to include the aspirations and needs of others, for their sakes and for our own."

Cesar Chavez

Mission Statement:

The mission of the Boys & Girls Club of Simi Valley is to provide a positive, safe, healthy and fun environment that empowers youth to become responsible individuals and citizens of tomorrow.



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Who We Are...

- 70 Diverse, Responsible and Caring Adults who actively make a positive difference in the lives of the youth in our community
- 1,100 Youth, ages 6 to 17 years old who attend the Club for academic assistance, enrichment, social recreation and life skills
- Are building-centered
 - Most activities occur on-site
- Guidance-oriented
 - Members “pick and choose”, interest-based
- Inclusive to all
 - Affordable, varied and diversified programming, “not just for little kids”



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Program Core Areas



Character and Leadership Development

- Junior Leaders
 - Volunteer Program for ages 12-14
- Leaders in Training
 - Volunteer Program for ages 15-17
- Junior Leaders and Leaders in Trainings assist staff in daily activities, games, & tournaments. They are never left alone with a group of members, they only serve as an extra pair of eyes in the rooms to report any concerns to the staff members.



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Program Core Areas

Education and Career Development

- Career Launch
 - Career Launch is a program ran with the Leaders in Training
- Each year we host a Job & Career Expo



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Program Core Areas

Health and Life Skills

- Fun Fitness
 - Once a week members can participate in fun exercise routines and activities to promote fitness
- Gardening Club
 - We have a new garden plot located directly behind our gym for members to plant and grow their own vegetables



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Program Core Areas



The Arts

- Glee Club
 - Glee Club is a Show Choir where members get to sing and dance and will perform at the Annual Family Dinner
- Dance Classes
 - We have dance classes in styles of Hip-Hop & Tap for all ages and members will perform at the Annual Family Dinner
- Art & Crafts
 - Each day we offer various arts & craft projects for members to take home or display at the club



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Daily Program Activities



When your child arrives at the Club:

- Checking in
 - All members must check in at the front desk when they arrive at the club
 - We have all members check in to keep track of who is in the building at what time
 - This will also create our sign out sheets at the end of the day for pick up
- Food and Snacks
 - Members can bring addition snacks to the club, we just ask that all members eat their food outside on the patio area
 - Kids Café (a free snack) will be available to all members at 3:30 each day in the kitchen
- Backpacks and other items
 - We ask that members only bring items such as Pokémon Cards, YuGiOh Cards, and Beyblades on the days of the Clubs.
 - Electronic Devices are not allowed at the club including: CD Players, ipods, ipads, DSs, etc. (Cell phones are allowed but only for phone calls or text, no games, videos, or sharing phones allowed)
- Activities and Special Events
 - Activities and Special Events vary each day, special event calendars come available on the 1st of each month
- Round Up
 - We have Round Up every Monday and Friday 3:15-3:30am. All members will meet in the gym.
 - Round Up is a time for announcements, awards, games, and to promote club spirit.
- Lunch on Full Day Program (Winter Break, Spring Break, School Holidays)
 - Lunch is every day 11:30am on the Patio.
 - A hot lunch is included in your daily/weekly fees.
 - If there are any items on the menu that your child will not eat or is allergic to, please provide your child with an additional lunch for that day.
- Program Activities
 - Each room will have a daily schedule of activities posted outside of the room so that all members and parents can see what is planned for the day

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The Learning Center

Small, quiet learning area:

- Homework Help 2:00pm-5:30pm daily
- Chess, checkers, board games
- Small group activities
- A quiet place to read and relax
- Bookworm Club
- Journal Writing
- Members can earn Power Points by completing their homework, reading or doing any extra studying. Every other Friday we host a Power Point Party for members that have been working hard.



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The Activity Center

Daily activities include:

- Small group games
- Game room tournaments
- Pool, ping pong, air hockey, foosball
- Board games, card games, scavenger hunts



Other information:

- Lockers and cubbies
 - Lockers & Cubbies are available for members to store their items
 - Lockers are available to rent \$25 for the school year
- Lost and Found
 - Please check in with the staff for any lost items (the front desk has a lost and found for smaller items)



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Gymnasium

- Daily activities may include:
 - Soccer, basketball, capture the flag, tag games
 - Homerun derby, kickball, dodgeball
- Special interest clubs include:
 - Soccer club
 - Hockey Club
 - Tennis Club (at the courts in the park)
 - Arena Football
 - All Tournaments are separated by age, 6-8, 9-11, & 12 and up



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The Art Room

- Daily activities may include:
 - Painting, drawing and coloring
 - Craft projects
- Special interest clubs include:
 - Glee club
 - Dance Classes
 - Fine Arts



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The Computer Lab

The Computer Lab is open 3:00-6:00pm
Monday through Thursday & 2:00-
6:00pm on Fridays:

- Educational Games
- Fasttmath educational software program
- Minecraft Club on Fridays
 - There is no internet access available
 - Switch on computers every 30 minutes



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Teen Programs

- The teen lounge for ages 12 and up, where they can “hang out” with friends
 - Homework Club
 - Sports
 - Mentoring
 - Volunteer Programs
 - Xbox One & Wii on Fridays

Special Events

- Gaming Night
- Lock In
- Teen Field Trips

Specialty Clubs

- Poetry Club
- Science Club
- Money Matters



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Specialty Clubs & Programs

- Interest based clubs:
 - Fitness Club
 - Journal Writing
 - Pokemon Club
 - Mad Scientists
 - Movie Makers
 - Gardening Club
 - Music Club
 - Cup Stacking Club
 - Glee Club
 - Hip Hop Dance
 - Tap Dance



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Special Events



Program Fees & Registration

After School Days

- \$15 Annual Membership ages 6-11 (Calendar Year)
- \$12 Annual Membership ages 12 and up (Calendar Year)
- Drop Off Program
 - \$100.00 per month if you provide your own transportation
 - \$45.00 deposit is required while participating in monthly program. Deposit is used if your child attends over 4 days in a month, upon which a new deposit will be required.
 - 4 free days per month during Afterschool program only. Free days do not apply to holidays or full days.
- Van Service pick up from all Elementary and Middle schools in Simi Valley
 - Part time van service (1-2 days a week) \$175.00 per month
 - Full time van service (3-5 days a week) \$250.00 per month
 - All van payments must be paid by the 1st of each month no later than 5th of each month, or there will be a \$25.00 late fee incurred
- No refunds, credits or transfers
 - This includes all Drop Off, Van Service, Clubs, and Field Trip Fees
 - The only exception is if we have to cancel a trip or event on our end, then you will be credited the fee paid
- Open Daily for After School Program 2:00pm-6:00pm, Thursdays 1:00pm-6:00pm
- Late fee after 6:00 p.m.
 - If you pick your child up after 6:00p.m. there will be a \$1.00 per minute fee incurred and must be paid on that day or in the office on the next business day

No School Days

- Lunches and Afternoon Snacks are included in daily fees for Full Day Programs (winter break, spring break, school holidays)
- Full Day hours open 7:00 a.m. - 6:30 p.m. -The office closes at 6:00p.m., no payments will be accepted after 6:00p.m., there will be an office staff at the front counter from 6:00-6:30p.m. to check IDs for check out only.
- The daily fees still apply even if you drop your child off for only a half day

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MEMBER INFORMATION

Name: _____ ☐ Male ☐ Female
Last First Middle

Date of Birth ____/____/____ ☐ Teen Membership (If your child is Age 12 or older please check)

School _____ ☐ Prop 49 (Berylwood/Park View/Santa Susana)

Other Family Members Attending Club _____

Member Lives With: ☐ Mother & Father ☐ Mother Only ☐ Father Only ☐ Other _____

Party Responsible For Payment: _____

MEMBERS CUSTODIAL PARENT / GUARDIAN INFORMATION

1) Name _____ Relationship to Member _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ E-mail _____

Employer _____ Occupation _____ Work Phone _____

#2) Name _____ Relationship to Member _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ E-mail _____

Employer _____ Occupation _____ Work Phone _____

EMERGENCY / AUTHORIZED PICK-UP CONTACTS

1) Name _____ Relationship to Member _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ E-mail _____

Employer _____ Occupation _____ Work Phone _____

Is This Person Authorized To Pick Up Your Child: ☐ Yes ☐ No

2) Name _____ Relationship to Member _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ E-mail _____

Employer _____ Occupation _____ Work Phone _____

Is This Person Authorized To Pick Up Your Child: ☐ Yes ☐ No

Returning Members Only: ☐ There are no changes to my Emergency/Authorized Pick-up Contacts

Parent or Legal Guardian Signature: _____ Date: _____

Membership Application

- Please fill out membership using your child's full name, no nicknames.
- Please include all individuals you wish to pick up your child on the membership application.
- All parties that are going to pick up your child must provide a photo ID at the front desk.
- We do have a web camera that can be used to take a photograph at the front counter to store in our membership system so that you do not have to bring in your ID every time you pick up.
- If there is an emergency and you need someone to pick up your child that is not on the membership, please call the front office to let us know who is going to pick up. Give a description of the person and their first and last name. They must bring a photo ID when picking up. The office staff will ask you questions to verify who you are.

Parent Handbook Highlights

- You will receive a parent handbook for your review. You must sign and return the last page to the front office.

Check out Policy

- All guests must check in at the front desk. If picking up a member you must provide a photo ID in order to pick up anyone. After you have checked in at the front desk you will receive a visitor's badge or sticker. At this time you will enter the building to locate your child. Then return to the front desk to sign your child out and return the visitor's badge.
- All guest must enter and exit through the front lobby doors only. No one will be allowed to enter or exit through any side, back, or patio doors.

Dress Code

- All members should wear comfortable school appropriate clothing (see handbook for full dress code). All members must wear closed toe shoes when at the club. Members can pack a pair of sandals for water games or swimming field trips.

Emergencies

- We do have an emergency plan in place and all staff are basic First Aid & CPR certified. There is an additional phone number you can call to reach the club if there is an emergency situation.

Medications

- If your child needs to take any medications while they are here at the club you and the prescribing doctor must fill out an Authorization to Administer Medicine form. Members are not allowed to keep any medications on them including, inhalers, headache medication, etc. When your child signs up for any field trips please list any medications or allergies, so that the staff knows to bring the medication with them on the trip.

Discipline

- The two main rules of the club are – Respect People and Respect Property
- We use a point system for discipline which works like a demerit system.
- The point book is located at the front desk and is available on any day for your reference.
- For minor infractions warnings are always given before points are received by members.
- Members can earn points for the following reasons
 - 1 Point: misuse of equipment, running in the building, being in an unauthorized area, interfering with another member's activities, & yelling
 - 2 Points: rough housing, foul language, eating in the clubhouse, disrespect to staff or other members, & riding wheeled vehicles in the building
 - 3 Points: Fighting
 - 4 Points: Stealing
- If a member reaches 5 points there will be a phone call home as a warning and to discuss the problems that have occurred. If a member reaches 10 points there is a suspension from the club for 1 week. If a member reaches 15 points the member can be expelled from the club.
- We have a few zero tolerance policies that would end in an automatic phone call home and suspension from the club including:
 - Pantsing, Spitting, Biting, Racial Slurs, & Harassment.
- Please review the discipline procedures with your child before they attend the club.
- If your child is suspended, expelled or sick they need to be picked up as soon as possible.

If you have not already signed our Parent Recommitment Form you will find link to download and print it.

This form is also available at the front office during business hours.

Please download our Parent Recommitment Form

Please complete the form and return it to the front office at The Club.

**For any questions please contact the club at (805) 527-4437
or visit the front office during business hours 9am – 6pm.**

**Please write code below on bottom of
Parent Recommitment Form to show orientation completion.**

**You will need to provide this code to front office if you have already turned in your
Parent Recommitment Form. Thank you.**

Code: BGC817



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