



Our primary purpose for Kid Way is: "To provide a variety of positive, meaningful social, recreational and leadership experiences to children and youth to overcome barriers, develop resiliency skills, build personal assets, and contribute to a safer, stronger, healthier and more productive community."

Dear Parent / Guardian,

September 2018

Welcome to the Camrose Boys and Girls Club 2018-2019 **Kid Way Program**.

Kid Way offers social, recreational, educational and leadership opportunities to its members in grades 1 through 5. We do not provide childcare.

Kid Way operates October through May, Monday through Thursday and is closed when the Battle River School Division schools are closed. Our 2018 / 2019 Operational Schedule is provided in this package.

To secure your child's membership, the registration package must be filled out completely and reviewed with the Program Director or designate. A onetime \$50.00 administration fee per child is due upon registration OR you may choose a volunteer option to have this fee waived (volunteer option overview included in this package).

A flat monthly program fee of \$30.00 per child is due at the beginning of each month. This program fee secures your child's spot in the program and is not based on attendance. We will contact you before we give your child's spot away if you have not made your program fee payment.

We accept payment by cash, debit, credit card, cheque, or postdated cheque (make cheques payable to: Camrose Boys and Girls Club). We will provide you with a receipt for all payments.

Complimentary transportation from school to the Club is available for our members on a first come - first served basis. A Transportation Service Agreement is included in the Registration form. Complimentary snack is provided to members daily.

A calendar of activities and monthly newsletter will be available at the Club, on our website and on our Facebook page, on or before the first programming day of each month. www.camroseboysandgirlsclub.ca

You will be notified when your child has been accepted as a member and provided with a copy of the completed registration package for your records.

Thank you for choosing the Camrose Boys and Girls Club Kid Way Program! We are looking forward to another fun and rewarding program year!



Trish James, Program Director
780-679-4570 (call or text)
tjames@brsd.ab.ca (email)

To reach someone during the program,
call or text 780-679-7474.





Camrose
Boys & Girls Club

CAMROSE BOYS AND GIRLS CLUB (CBGC)
Camrose Community Centre 4516-54 Street, Camrose, AB T4V 4W7
Office Phone: 780-672-8004
www.camroseboysandgirlsclub.ca



2018 / 2019 Operational Schedule

OCTOBER							NOVEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	*4*	5	6					*1*	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	
DECEMBER							JANUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1			1	2	3	4	5
2	3	4	5	*6*	7	8	6	7	8	9	*10*	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												
FEBRUARY							MARCH						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2						1	2
3	4	5	6	*7*	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	*14*	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28			24	25	26	27	28	29	30
							31						
APRIL							MAY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	*4*	5	6				1	*2*	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Office Hours are Monday through Thursday from 10:00 AM - 3:00 PM

Kid Way After School Program: Hours are Monday through Thursday from 3:00 - 6:00 PM
2:00-6:00 PM on BRSD early dismissal days - *1st Thursday / month*

Keystone Teen Leadership Program: Hours are Monday and Wednesday from 6:00 - 8:00 PM

Office and Programs are closed when Battle River School Division schools are closed



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KID WAY REGISTRATION Program Year: 2018-2019 Member #:

CHILD'S INFORMATION First Name: _____ Last Name: _____

Age: _____ Date of Birth: ____/____/____ Gender: M / F School: _____ Grade: _____
At time of registration Month / Day / Year

Street Address: _____ City: _____ Postal Code: _____

Mailing Address (if different) _____

ALBERTA HEALTH CARE #: _____

Please identify any special needs your child may have including physical, emotional, and/or behavioral conditions, allergies, or food restrictions.

PARENT / GUARDIAN INFORMATION

Parent / Guardian Name: _____ **Relation:** _____ **Lives with child:** Yes No

Please check your contact preferences in the boxes provided. Unchecked contact numbers will be used only in case of emergency.

Home #: _____ Cell #: _____ call text

Work #: _____ Email Address: _____

Parent / Guardian Name: _____ **Relation:** _____ **Lives with child:** Yes No

Please check your contact preferences in the boxes provided. Unchecked contact numbers will be used only in case of emergency.

Home #: _____ Cell #: _____ call text

Work #: _____ Email Address: _____

Please explain any special circumstances (i.e. shared custody or court orders) and provide applicable documentation.

EMERGENCY CONTACT INFORMATION (other than parent/guardian)

Name: _____ **Relation:** _____

Home #: _____ **Cell #:** _____ **Work #:** _____

Administration Fee

I have chosen to pay the onetime \$50.00 administration fee and been provided a receipt. Receipt #: _____

Rather than pay the required \$50.00 administration fee, I have chosen to work one volunteer shift as per Parent / Guardian Volunteer Option, and have provided the CBGC with a \$50.00 volunteer deposit, which will be returned to me upon completion of my volunteer shift. I am aware that if I do not fulfill my volunteer obligation, my deposit will be applied to the administration fee and a receipt will be provided.

Deposit Method: _____ Volunteer Shift: _____

OFFICE USE ONLY Deposit Returned: Deposit Applied to Administration Fee: Rep Initial: _____

Referral Information:



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KID WAY CONDITIONS

- During the program contact 780-679-7474 (call or text).
- Kid Way is a social, recreational, educational member program for children in grades 1 through 5. We do not provide childcare.
- Camrose Boys and Girls Club operational schedule is provided in this registration package. Please note that we are closed on Fridays, weekends, holidays and Battle River School Division closure days. Our programs run the beginning of October through the end of May.
- We reserve the right to refuse membership to any child if we believe we are unable to reasonably accommodate the child's safety and individual needs.
- A flat monthly program fee of \$30.00 per child is due at the beginning of each month. This program fee secures your child's spot in the program monthly and is not based on attendance. Space is limited. When the program is full, a wait list will be started.
- If you have not made your program fee payment, we will contact you before we give your child's spot away to a child on our wait list. Please notify the CBGC if you no longer want your child to be a member.
- Kid Way primarily operates on a drop in basis, with the exception of a few select activities that require specific sign up and commitment to attend.
- The CBGC is a not-for-profit charitable organization and relies heavily on volunteer support and fundraising efforts to ensure ongoing quality programming and low membership fees.
- We believe that Kid Way members benefit from taking on reasonable responsibilities within the program in order to achieve a sense of ownership and belonging; therefore, members are expected to assist staff in routine tasks relating to the operation of the program including participation in fundraising activities when possible.
- Kid Way members are required to adhere to the following Participant Code of Conduct:
 - HAVE FUN!!
 - Play safe
 - Respect others
 - Respect yourself
 - Respect property & equipment
 - Listen to staff and follow instruction
 - Always tell the truth
 - Be kind and nice
 - No bullying (actions or words)
 - Tell staff if you or someone else has a problem
 - Cooperate with staff to work through problems
 - Help keep the club clean
 - Stay with the group
 - Tell staff if you need to leave the room (i.e. bathroom or phone)
- Please review these expectations with your child prior to their attendance at Kid Way. Members that do not follow these expectations may lose their membership privileges either temporarily or permanently as a result. Physical aggression will automatically result in a minimum one day suspension. Bullying is not tolerated and will be addressed with involved members as well as parent/guardians.
- The parent/guardian may be held financially responsible for damages to property caused by their child.
- We provided a complimentary (no charge) transportation service from school to the club. Transportation spaces are limited; therefore, members must sign up for this service in advance to secure a spot (first come - first served). See Transportation Service Agreement on page #3 for details.
- We do not transport members from the CBGC to their home. The parent/guardian is responsible to ensure their child is picked up from the club no later than 6:00 PM on scheduled Kid Way days. Please ensure your child knows who may and may not pick them up from club. Parent/guardian may be billed for staff wages after 6:00 PM if late picking up their child. Ongoing tardiness in picking up your child may result in loss of membership privileges. Child and Family Services may be contacted if a child is not picked up and we are unable to contact anyone listed on the child's membership form.
- Activity calendars outlining activity options will be available at the club monthly or can be viewed on our website and Facebook page.
- Members are expected to dress appropriately for scheduled activities and the weather. Those who are not dressed appropriately may not be able to participate in a specific activity.
- We provide a complementary snack to members daily. Members are encouraged to bring their own snacks if they do not want the snacks provided and/or if they have special dietary needs.
- The parent/guardian is responsible to notify the CBGC as soon as possible of any changes to the contact information provided and/or any changes to their child's health or medical status that may impact their ability to participate in Kid Way activities.
- The CBGC will make every reasonable effort to safeguard your child's belongings; however, we are not responsible for lost, stolen or damaged items. Personal belongings that cause conflict or present a risk during Kid Way may be confiscated and given to the parent/guardian when their child is picked up. Because we encourage social engagement between members, electronic games / devices are not permitted at Kid Way.

My signature below indicates that I have read, understand and agree to the Kid Way Conditions outlined above.

X

(parent / guardian signature)

(date)



KID WAY TRANSPORTATION SERVICE AGREEMENT

The CBGC provides a complimentary (no charge) transportation service from school to the club for Kid Way members. We do not transport members from the club to their home. Transportation spaces are limited; therefore, members must sign up for this service in advance to secure a spot (first come - first served). Once the routes are full, a wait list is started.

This service operates much like the school bus transportation service. Once your child has signed up for this service, he/she may use it as much or little as you choose. Our bus makes one stop at each of the schools listed below. Our pick-up schedule is based on dismissal times and routes that accommodate all of the schools as quickly as possible. Our bus schedule is as follows:

SCHOOL	VEHICLE	Regular Departure	Early Dismissal
St. Pat's.....	CBGC Bus.....	3:10 pm.....	2:10 pm
Sparling.....	CBGC Bus.....	3:15 pm.....	2:15 pm
Jack Stuart.....	CBGC Bus.....	3:20 pm.....	2:20 pm
Ecole des Fondateurs.....	CBGC Bus.....	3:25 pm.....	(No early dismissal)
Chester Ronning.....	CBGC Bus.....	3:30 pm.....	2:30 pm
OLMP.....	CBGC Bus.....	3:50 pm.....	2:50 pm
Sifton.....	BRSD Bus #362.....	3:35 pm.....	CBGC Bus...2:35 pm



The bus will depart from each school at the departure times indicated in the schedule provided above. If your child has not boarded the bus by the departure time indicated, the driver will assume he/she is not attending that day. You are responsible to ensure your child is aware of when you want him/her to access this complimentary transportation service and attend the club.

The schools will be notified if there are any temporary changes to the schedule (i.e. significant delay in schedule or change of vehicle). You will be notified if there are permanent changes to the transportation schedule. **Please notify the CBGC if your child no longer requires this service.**

The Battle River School Division #31 and the Elk Island Separate School Division have no responsibility for your child once picked up by the CBGC. The CBGC takes no responsibility for your child until he/she boards the bus. The CBGC does not routinely contact parents/guardians to confirm whether or not their child has boarded the bus. You are responsible to ensure your child knows what to do if they miss the bus (i.e. go back in the school and notify a teacher, phone a parent, etc.). If you have transportation concerns, please discuss options with the CBGC.

I have read, understand and agree to the above conditions pertaining to the Kid Way complimentary transportation service, and give permission for my child _____ to be picked up from _____ by the
(child's name) (child's school)
 Camrose Boys and Girls Club and be transported to the Camrose Boys and Girls Club to participate in the Kid Way program.

X _____
(parent / guardian signature) (date)

-----OR-----

I do not require the complimentary transportation service for my child _____.
(child's name) (parent / guardian initial)

KID WAY RELEASE OF INFORMATION AGREEMENT

I am aware that all staff and volunteers of the CBGC have sworn an oath of confidentiality agreeing not to disclose any personal or sensitive information without due authorization. I understand that any information that I provide in this application may be shared with CBGC staff and volunteers in order to aid them in providing effective supports to my child.

I am also aware that information or photo images of member involvement in club activities and events may be used for the purpose of promotion of CBGC programs and services (i.e. media photos, brochures, CBGC website, CBGC Facebook page, etc.), and that any special circumstances that would exempt my child should be discussed with the CBGC so that accommodations can be made.

X _____
(parent / guardian signature) (date)



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KID WAY EMERGENCY MEDICAL TREATMENT AGREEMENT

I understand, agree and acknowledge that the CBGC and its staff cannot give consent for emergency medical treatment. I authorize the application of emergency medical treatment and undertake to be responsible for any hospitalization, medical and ambulance or other expenses incurred for my child. I understand that I will be informed of the treatment as soon as possible and my permission will be sought for any follow up or additional treatment.

X _____ (parent / guardian signature) _____ (date)

KID WAY PARTICIPATION AGREEMENT

The Mission of the Camrose Boys and Girls Club and all of its programs is: "To provide a safe, supportive place where children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life."

The Primary Purpose of Kid Way is: "To provide a variety of positive, meaningful social, recreational and leadership experiences to children and youth to overcome barriers, develop resiliency skills, build personal assets, and contribute to a safer, stronger, healthier and more productive community."

In order to achieve our primary purpose, Kid Way offers a variety of social, recreational and leadership activities regularly, which may include but not be limited to: Non-competitive sports, outside fun, soccer, basketball, yoga, floor hockey, dance, sledding, skating, theme parties (birthday, special occasions), arts / crafts, singing, carolling, air hockey, pool, foosball, ping pong, smockey hockey, board games, Lego, self esteem groups, community / volunteer / leadership activities, cooking / baking, nutrition activities, environmental activities, homework help, educational activities, conflict resolution, personal growth and relationship activities, BG Buck Incentive Program / Store. Members may be transported to off site activities in the CBGC bus.

If your child is in attendance, it is assumed by the CBGC that he/she has your permission to participate in any scheduled activity options. You are responsible to notify the CBGC if you do not want your child to participate in a specific scheduled activity. Activity descriptions will be provided in our monthly newsletter and will accompany our monthly activity calendar. Our monthly newsletter is your primary source of current club information and may include details that will help maximize your child's experience and success in the program (changes to operational schedule, bus schedule, or programming changes, special or limited opportunities, activity specific requirements for participation, location of off-site activities, special events, etc.). It is your responsibility to keep yourself informed.

Every reasonable effort will be made to ensure your child's safety and wellbeing while attending Kid Way. Activities are supervised by screened and trained staff and volunteers. First aid kits, cell phones, emergency contact and special needs info is on hand at all times.

Participation in recreational, leisure and sport activities *in general* involve inherent risks which expose participants to the possibility of injury that include, but are not limited to: skin abrasions, skin, nerve, bone, muscle, eye, spinal cord, skull and neck damage, pain, paralysis, brain injuries or even death.

Choosing to have your child participate in this (and associated transportation) program brings with it the assumption by you and your child, of all risks associated with regular activities including but not limited to the specific risks identified above. You are free to withdraw your child from this program at any time by notifying the CBGC.

I, _____, give consent for _____ to participate in the CBGC Kid Way Program.
 (parent / guardian) (my child)

Your signature below indicates that you have read, understood, and agree to this Kid Way Participation Agreement, and you relieve the CBGC, its employees and volunteers of any and all responsibility for injury, accident, or loss to your child during or by reason of participating in any CBGC Kid Way activities (including any and all transportation on the CBGC bus and/or the BRSD bus on behalf of the CBGC).

X _____ (parent / guardian signature) _____ (date)

OFFICE USE ONLY

Registration Copied to Parent / Guardian:

Member Accepted Yes: No: Club Representative Signature: _____ Date: _____

Member On Wait List Yes: No: Club Representative Signature: _____ Date: _____

Rationale if not accepted:



Kid Way Parent/Guardian Volunteer Option Overview

A parent / guardian may choose to work a volunteer shift on behalf of their child rather than pay the \$50.00 administration fee.

If this option is selected, registration will not be considered complete until a volunteer shift has been selected from the volunteer option list and a \$50.00 volunteer deposit (cash or postdated cheque) has been provided to the CBGC.

All volunteer deposits will be securely stored and returned to the parent / guardian upon fulfilling their volunteer obligation.

If the volunteer obligation is not fulfilled, the volunteer deposit will be applied to the administration fee and a receipt will be issued to the parent / guardian.

Changes to volunteer shifts are subject to availability.

Volunteer shifts will be filled on a first come – first served basis. Space is limited for some shifts.

Some dates & times have not been confirmed and/or may change.

Additional volunteer opportunities may arise throughout our programming year.

A reminder text or phone call will be provided to the parent / guardian at least one week prior to their chosen shift.

The parent / guardian will be notified as soon as possible when dates, times and details are confirmed for their chosen shift and/or when additional volunteer opportunities become available.

Parent / guardian may have a friend or family member work their volunteer shift on their behalf if needed.

Volunteer Options

September through June

- **Recycling:** Select one month to be responsible for recycling our cans and bottles at the Universal Bottle Depot and bring us back the cash and receipt. This can be done any time you choose within the last program week of the month.

October through May

- **Birthday Bash:** Select a month to help supervise & run fun Birthday Party activities at the club from 3:30–5:30 PM on one of the following days: October 25, November 29, December 13, January 24, February 28, March 21, April 25, or May 23.



October, December or April

- **Theme Parties:** Select a month to help supervise & run fun Theme Party activities at the club from 3:30–5:30 PM at one of the following theme parties: October 31 (Halloween Party), December 20 (Christmas Party), April 18 (Easter Party).

May

- **June Johns Memorial Mayors Walk Run Fundraiser:** Actual event takes place on Sunday May 5th from 12-3 PM. Sign your child up to participate in this fundraiser. This counts as your volunteer shift because you are required to support your child to be successful in their fundraising efforts. Sign out a pledge collection package and collect a minimum of \$50.00 in pledges. On May 5th, walk or run around Mirror Lake with the Mayor of Camrose and enjoy a free lunch (for all attending). Registered participants are eligible for contest prizes. This is a fun family activity.

June

- **Jaywalkers Jamboree:** Sign up for a three hour shift on either Friday May 31, Saturday June 1, or Sunday June 2 to help out the Club at Jaywalkers (specific shift times and duties are to be determined).
- **Arts in The Park Kid Zone:** Help us run fun activities for kids at Mirror Lake Park on a Saturday in June (specific date and shifts to be determined).

August

- **Battle River BBQ Showdown Kid Zone:** Help us run fun activities for kids at the soccer field behind our Club on a Saturday or Sunday in August (specific dates and shift times to be determined).