

# Extended Day Program

## Summer 2024

### *Contract/Agreement*

#### PAYMENT

- Must be a member of the Boys & Girls Clubs of La Habra for the 2024 & 2025. (Membership fee is \$20.00, membership runs from July 1st - June 30th)
- All and any outstanding balances must be paid in full before being accepted into the 2024 Summer Camp G.R.E.A.T. program.
- There is a non-refundable \$40 Enrollment Fee per child. Your enrollment will not be accepted until forms have been completed, and the enrollment and first week's fees have been made.
- **Payments are due on Thursday (to cover the following week).** Prompt payments are appreciated.
- Fees are subject to change.
- **Camp G.R.E.A.T. fees are non-refundable and are not transferable.**
- Fees will not be pro-rated for short weeks. You must pay for the entire week in order to retain your space.
- We require notification of your decision to terminate your use of the summer camp G.R.E.A.T. program. Fees will not be pro-rated for the number of days used that week.
- The parent/guardian who signs the contract will be considered financially responsible for the payments and any changes to be made.
- Two (2) party payments will not be accepted. The only exception will be if they are paid at the same time.
- There is up to a \$34 administrative fee on return checks, as well as a \$12 bank processing fee for each time the check is processed. Any payments thereafter must be made in cash or money order.

## PROGRAM

- Under no circumstances should children be left unattended before the Summer Camp G.R.E.A.T. opens at 6:30 a.m.
- The Summer Camp G.R.E.A.T. closes promptly at 6:00 p.m. If you will be late picking up your child, you must call and inform the Extended Day Staff before 5:45 p.m.
- Your child is solely responsible for any personal belongings that he/she brings to the Club. The Club does not accept responsibility for any lost or stolen items, and also discourages its members from bringing valuables from home.
- The Extended Day Program has a **"CLOSED DOOR POLICY"**. At no time are any Extended Day members allowed to leave the facility unless they have been signed out by their parent/guardian or are under the supervision of a Boys and Girls Club Staff member.
- Fighting, cursing, disregard for rules, damaging equipment, leaving the facility, and being disrespectful to the staff or any other member of the club may result in loss of membership.
- Sandals/Crocks and/or "Flip Flops" **May Not** be worn at the Club at any time. Socks and shoes are required at all times. If there is a field trip that requires sandals/crocks and/or "Flip Flops" i.e. water parks, then you may change shoes once you have arrived at the destination and not prior to it. Once the field trip has concluded, socks and shoes must be worn in the van on the return trip.
- You **May Not** drop off your child at the club if they are ill. If this occurs, our staff will contact parents or guardians and instruct them to pick up their child/children.
- We ask that your child does not bring toys or electronics to the clubs.



# Extended Day Summer 2024

**Child #1 Name:** \_\_\_\_\_ Club Membership #: \_\_\_\_\_

Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Grade: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

**Child #2 Name:** \_\_\_\_\_ Club Membership #: \_\_\_\_\_

Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Grade: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_ Work#: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_ Work#: \_\_\_\_\_

### **Emergency Contact**

Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone #: \_\_\_\_\_

### **Authorized for pick up: (Identification Must Be Shown)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **Staff Only-Please Circle**

Status: K-1 or 2-8

Monthly: Y or N

Weekly Fees: \_\_\_\_\_

Reg Fee: \$40 x = \$ \_\_\_\_\_

Starting Date: \_\_\_\_\_

Staff Signature: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Total Amt. Paid: \_\_\_\_\_

Date: \_\_\_\_\_

## Contract

- Under no circumstances should children be left unattended before the Summer Camp G.R.E.A.T. opens at 6:30 a.m. Members must be walked in and signed in by parent (s) \_\_\_\_\_
- All and any outstanding balances must be paid in full before being accepted into the 2024 Summer Camp G.R.E.A.T. program. \_\_\_\_\_
- Payments are due on Thursday (to cover the following week). Prompt payments are appreciated. \_\_\_\_\_
- Extended Day fees are non-refundable and are not transferable. \_\_\_\_\_
- **The parent/guardian who completes & signs the contract will be considered the party financially responsible for payment and any changes that are to be made to the contract (i.e. phone numbers, addresses, authorized persons for pick up, etc.).**

I give permission for \_\_\_\_\_ to make the necessary changes on this contract, I also understand that he/she will be the secondary party financially responsible for payments. He/she will be allowed to make payments on the account and will be allowed to request financial information on the account.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have read the program policies for the Sumer Camp G.R.E.A.T. program. I understand that my child's participation is dependent upon me following these guidelines as well as my child's behavior while at the Boys & Girls Clubs of La Habra. Unacceptable behavior or failure to pay fees may result in the termination of my child's participation in the Summer camp G.R.E.A.T. program without a refund.

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Date: \_\_\_\_\_