



Boys & Girls Club of Camarillo Summer Handbook

Edited May 2021
1500 TEMPLE AVE. CAMARILLO, CA



Dear Parents/Guardians,

Welcome to our 2021 Summer Day Camp Program! Thank you for your trust in the Boys & Girls Club of Camarillo to provide supervision and support for your child. I understand that this past year introduced new challenges, as well as heightened existing challenges for many of us. Challenges which have affected our youth socially, academically, physically, and emotionally. Nevertheless, we have every intention to support your child to develop the confidence, competence, character & connections in any way we can. Our staff has developed program plans that are fun and meet the current safety recommendations for no contact and social distancing. Though our programs will be modified this year, there will still be a variety of activities, including (not limited to): Arts & Crafts, STEM, Reading and Individual physical activities.

Please see the included parent handbook that can serve to address any initial questions you may have regarding the policies and expectations of your child(ren). You can direct your questions to our Director of Youth Services, Carlos Flores at carlos@bgccam.org or at 805-482-8113 Ext. 309

Thank you,

Boys & Girls Club of Camarillo

BGCC Camp Goal: The goal of BGCC is to encourage participants to grow their confidence, competence, character and connections. Day Camp provides challenging activities that: provide character building experiences, promote healthy lifestyles, and establishes community involvement to achieve a common goal.

Camp Dates & Payment Schedule for BGC Camarillo:

Camp Dates	Payment Due Date
6/21/21 - 6/25/21	At Registration
6/28/21 - 7/2/21	6/25/2021
7/5/21 - 7/9/21 (Closed 7/4/21)	7/2/2021
7/12/21 - 7/16/21	7/9/2021
7/19/21 - 7/23/21	7/16/2021
7/26/21 - 7/30/21	7/23/2021
8/2/21 - 8/6/21	7/30/2021
8/9/21 - 8/13/21	8/6/2021
8/16/21 - 8/20/21	8/13/2021

REGISTRATION POLICIES:

Requirements for Registration: A BGCC membership is required to enroll in our program. We require all waivers and membership forms to be completely filled before starting the program.

Payment Information: All camp payments are due in full before your child can attend camp. At registration you will be charged the full balance for your first week of camp. Payment is required each Friday to secure a spot for the upcoming week. If payment is not received ahead of time there is no guarantee a spot will be open for attending youth. You may not bring your child to camp if you have not paid in full. Availability is not guaranteed so please be sure to register early. We charge a one-time \$25 membership fee per child and \$15/per day, per child for camp fees. Checks or Card are the only forms of payment excepted for registration and day camp.

Holiday Camp Closure: Camp will be closed on Monday, July 5th this summer in observance of the 4th of July. You will not be charged for the day we're closed.

POLICIES AND PROCEDURES:

ANTI-DISCRIMINATION POLICY: It is the policy of the Boys and Girls Club that no person be excluded from participating on the grounds of race, creed, gender, religion, disability, national origin, sexual orientation, or income.

ANTI-BIAS ENVIRONMENT: The Boys and Girls Club is dedicated to providing an anti-bias environment for children and adults. An anti-bias environment is one that encourages an active approach to challenging prejudice, stereotyping, and bias. An anti-bias attitude values and celebrates diversity among different genders, races, lifestyles, physical abilities, religions, and cultures.

SPECIAL NEEDS: The BGCC strives to include all children, including those with special needs. We encourage parents of children with special needs to communicate with staff about a child's needs. We will make every reasonable effort to have our staff trained to work more effectively with each child, and will attempt all reasonable solutions before denying or terminating the membership of any child with special needs. We are committed to serving all children.

Parent Expectations: Parents are asked to support the Club in providing a safe space for our members and staff by informing the Club of any changes to their child's health or community exposure. If a child exhibits any symptoms of fever (greater than 99.5 F), runny nose, coughing, shortness of breath, rash, new loss of smell or taste, diarrhea, chills, headache or sore throat, parents are asked to keep them home until-

- Resolution of fever for at least 72 hours without the use of fever reducing medication
- Improvement in respiratory symptoms
- At least 10 days have passed since the first appearance of any symptoms above

Parents are expected to answer a verbal health questionnaire daily upon drop-off and authorize the Club or its representatives to administer a daily temperature check on their child prior to admission into the program.

Member Expectations: Members participating in the program are expected to follow Club policies surrounding behavior, hygiene, health practices, social distancing, and any recommendations outlined by the CDC. Members who show disregard for Club policies or exhibit intentional disruptive behavior will be asked to leave the program. Members are required to bring and wear a facemask for themselves.

Member Drop-Off Procedures: Members to be dropped off between **7:30AM – 9:00AM ONLY**, please look for signage when entering parking lot for drop-off location.

Member Pick-Up Procedures: Guardians, please come to large open gym garage door between **4:30PM-5:30PM**. A BGC staff will get your child(ren) for you upon arrival.

What is does a typical camp day look like? The camp day begins with a daily health and safety briefing, programming typically starts at 9:00AM. Staff have daily activities planned for youth revolving around character building experiences, promoting healthy lifestyles, and community involvement to achieve a common goal.

What should my child bring to camp each day? Each day your child should have a healthy packed lunch and snacks for our AM and PM snack times. They should also have sunblock and a refillable water bottle. Please be sure to label all belongings with your child's name so that if lost it will be easy to locate in our lost and found. BGCC will not be responsible for the loss and/or theft of items brought to camp. Please dress your child in light, durable clothes that can get dirty and closed-toed shoes each day of camp. Sandals and flip-flops are not allowed at any time, but may be packed for water play days. Provide 2 or more snacks each day for morning and afternoon snack time.

How does curbside drop-off work: Due to covid-19 we are unable to allow parents on site at this time, so all children will be dropped off and picked up using our curbside drop off system. When you arrive at BGCC please follow the signs to our drop off and health check area. Here you will be asked our health screenings questions and your child's temperature will be checked. Once your child has completed these steps, they will be escorted to their group area where they will check in with their counselors and wait for the start of the day.

Can My Child Bring an Electronic Devices and Toys to Camp: Due to the disruptive nature of devices such as cell phones, tablets, toys, etc., these items will not be allowed at BGCC. If your child needs to make an emergency phone call, he/she may request the use of the camp phone. Please be sure your child isn't bringing these items to camp as they will be busy all day with activities and do not need toys or devices from home. BGCC is not responsible for lost or stolen items.

Procedures for camper discipline: At BGCC we do not believe that punishment is the best way to help children learn good behavior. Instead, we use the following graduated approach when a child's behavior goes outside of the group rules or is otherwise inappropriate.

1. Reason with the child.
2. Ask the child to sit a small distance away and take some time to calm down.
3. Reinforce positive behavior.
4. Camp Director will talk with the child to figure out a positive behavior modification plan and will also speak with the child's parents.
5. Plan a conference with both parent and child to come up with strategies to correct the behavior.
6. In extreme or reoccurring cases, the program director will be brought in and will review the situation. Appropriate action will be determined; this can result in temporary or permanent removal from our program. Physical violence cannot and will not be tolerated at our camp. A first incident will result in a verbal warning, documentation, and parent conversation with the Camp Director. BGCC reserves the right to immediately terminate camp enrollment in cases of extreme misconduct that may endanger others. Children found with weapons or dangerous objects are immediately terminated from the camp program.

Bathroom Accidents: All children in our program must be toilet trained. However, we understand that there may be an occasional accident. If this occurs with your child, we will do the following:

- You will be called to bring a change of clothes.
- You or your child may change the clothes and return to the site.
- If your child already has a change of clothes, he/ she may clean himself/ herself up and change clothes.
- Our staff may not assist in changing soiled or wet clothes.

Injuries: If your child is injured, we are legally only allowed to:

1. Rinse and administer Band-Aids and ice packs for minor cuts, scrapes, and bumps.
2. Contact you or your emergency contact if any injury may require medical attention.
3. Secure medical treatment immediately in the event that you cannot be reached or if the nature of the injury warrants immediate action.

What if my Child needs to take Medication while at camp: A signed Medication Policy form must be filled out and accompany the medication. This form must be submitted to the camp office at time of registration.

- Medication must be brought to camp by the parent in the original prescription container. Do not send the medication with your child.
- If it is an over-the-counter medication, a written note from your child's doctor must be provided.
- Please be sure to list all medications and allergies on your child's registration form and speak to your Camp Director.

THANK YOU FOR TAKING THE TIME TO READ THIS & HAVE A GREAT SUMMER!

By my signature, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document, explaining the operations and additional safety measures of the Boys & Girls Club of Camarillo.

Guardian Name: _____ Date: _____

Name(s) of child(ren): _____

Guardian Signature: _____



CHILD SUPERVISION SERVICES

CONSENT, RELEASE, AND INDEMNITY AGREEMENT

[READ CAREFULLY BEFORE SIGNING.]

IN PARTIAL CONSIDERATION for being permitted to participate with the staff of the BOYS AND GIRLS CLUB OF CAMARILLO, a California non-profit organization (the "Club"), in child supervision services provided in conjunction with the Pleasant Valley School District (the "District") at various sites throughout the District for the purpose of facilitating the online-based school instruction format in place during the 2020-21 school year (collectively, the "Activities"), I, the undersigned, on my own behalf and on behalf of the participating student of whom I am the parent or legal guardian (the parent/legal guardian and participating student are referred to collectively herein as "I"), hereby unconditionally agree to all of the provisions of this Consent, Release, and Indemnity Agreement (this "Agreement").

1. **Purpose.** The purpose of this Agreement is to relieve the Club and the Club's owners, employees, trustees, beneficiaries, affiliates, agents, officers, heirs, assigns, and successors in interest (collectively the "Releasees") from any and all liability for property damage, personal injury, illness, damages, or death caused by or resulting from, in any way, directly or indirectly, my participation in the Activities during the Coronavirus ("COVID-19") pandemic.

2. **COVID-19 Pandemic Advisories.** The COVID-19 pandemic currently poses a worldwide risk to human health. COVID-19 is highly contagious and has a mortality rate many times greater than the flu. COVID-19 can spread easily and exponentially.

In order to reduce the spread of COVID-19, beginning in or around March 2020, the State of California, Ventura County, and many other California cities and counties have issued variously titled stay-at-home orders ("Stay Home Orders") that obligate many businesses to close and residents to stay at home with very limited exceptions for essential activities.

As state and local governments begin to put protocols in place to lift, relax, or otherwise edit these Stay Home Orders, all persons residing in, visiting, or otherwise currently located in California remain urged to continue to practice "social distancing" and to take all other steps necessary to limiting exposure of oneself and others to COVID-19.

3. **Representations.** In light of the facts set forth above in paragraph 2, I represent that I understand the risks associated with participating in the Activities during the COVID-19 pandemic and nonetheless choose voluntarily to participate in the Activities at this time. I agree to take all reasonable and necessary precautions to protect myself and others from the spread of COVID-19, including, without limitation, the following:

a. I will follow all federal, state, and local laws, regulations, and Stay Home Orders in effect during the Activities and as may be amended from time to time;

b. I will evaluate the risks of contracting, becoming ill from, and spreading COVID-19 given my age, underlying health conditions, recent travel, possible exposure to COVID-19 before or during the Activities, doctor's recommendations, and federal, state, and local laws, regulations, and Stay Home Orders and exercising reasonable care to protect myself and others in light of these risks;

c. I will regularly wash my hands with soap and water or use hand sanitizer;

d. I will wear a protective face mask;

e. I will practice social distancing to the extent permitted by the Activities. I will keep at least six (6) feet between me and others where possible and not gather in groups;

f. I will immediately report to the Club and the District if any the following statements are and become untrue for me before and during the Activities:

- i. I do not currently have COVID-19.
- ii. I have not knowingly, within the fourteen (14) days prior to the start of the Activities or during the Activities, come in physical contact with someone who has COVID-19; and
- iii. I am not experiencing a fever or signs of respiratory illness, including, without limitation, a cough, shortness of breath, difficulty breathing, or other COVID-19 symptoms.

4. **Assumption of Risk.** I hereby understand that participation in the Activities carries with it certain risks. I understand that such risks include, without limitation, physical injuries (including catastrophic injury), infection (including infection from COVID-19), and damage to property. I assume full risk and responsibility for any property damage, personal injury, illness (including COVID-19), damages, or death, to myself or others, caused by or resulting from, in any way, directly or indirectly, my participation in the Activities.

I understand and agree that no one, including, but not limited to, the Releasees, can guarantee that I will not be exposed to or contract COVID-19, or that I will not expose others to COVID-19, during or as a result of my participation in the Activities.

5. **Release and Waiver.** I hereby fully and forever release the Releasees from any and all claims, demands, damages, rights of action or causes of action, present or future, whether they be known, anticipated, or unanticipated, resulting from or arising out of, directly or indirectly, whether by negligence or otherwise, my participation in the Activities during the COVID-19 pandemic.

I HEREBY EXPRESSLY WAIVE ANY RIGHTS GRANTED TO ME UNDER CALIFORNIA CIVIL CODE SECTION 1542, WHICH PROVIDES AS FOLLOWS:

“A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.”

UNDERSIGNED'S INITIALS

6. **Indemnification.** I hereby covenant and agree, at my sole cost and expense, to protect, defend, indemnify, release, and hold the Releasees harmless from and against any and all claims, demands, penalties, fees, fines, liability, damages, costs, losses, or other expenses, imposed upon or incurred by or asserted against the Releasees and directly or indirectly arising out of or in any way relating to my participation in the Activities and any misrepresentation or inaccuracy in any representation or failure to perform any covenants or other obligations in this Agreement.

7. **Severability.** I understand that this waiver and assumption of risk is intended to be as broad and inclusive as permitted by the law of the State of California and that if any portion of this Agreement is held invalid, it is agreed that the balance shall continue in full legal force and effect.

BY SIGNING BELOW, I CERTIFY THAT I AM THE PARENT OR LEGAL GUARDIAN OF THE PARTICIPATING STUDENT WHOSE NAME APPEARS BELOW, AND I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND, AND VOLUNTARILY CONSENT TO THE TERMS SET FORTH IN THIS AGREEMENT. I UNDERSTAND THAT I AM GIVING UP SUBSTANTIAL RIGHTS, INCLUDING MY RIGHT TO SUE. I ACKNOWLEDGE THAT I AM SIGNING THE AGREEMENT FREELY AND VOLUNTARILY.

(Print Guardian Name) _____

(Signature of Guardian) _____

(Print Student's Name) _____

VOLUNTEER OPPORTUNITIES (*Oportunidades para Voluntarios*)

Are you interested in being a volunteer? *¿Estás interesado en ser voluntario?* Yes (*Si*) No (*No*) **If yes, select your interest area:**

<input type="checkbox"/> Coach Sports (<i>Entrenador de deportes</i>)	<input type="checkbox"/> Referee Sports (<i>Árbitro deportivo</i>)	<input type="checkbox"/> Dance/Drama (<i>Danza / Drama</i>)	<input type="checkbox"/> Building Maintenance (<i>Mantenimiento del edificio</i>)
<input type="checkbox"/> Office Help (<i>Ayuda de Ofecina</i>)	<input type="checkbox"/> Music (<i>Musica</i>)	<input type="checkbox"/> Arts and Crafts (<i>Artes</i>)	<input type="checkbox"/> Computer Lab (<i>computación</i>)

FOR THE PURPOSES OF GRANTS AND SURVEYS, PLEASE FILL IN THE FOLLOWING INFORMATION.

THIS INFORMATION IS CONFIDENTIAL AND WILL NOT BE SHARED WITH ANY OTHER AGENCY:

POR FAVOR COMPLETE LA SIGUIENTE INFORMACIÓN. ESTA INFORMACIÓN ES CONFIDENCIAL Y NO SE COMPARTIRÁ CON NINGUNA OTRA AGENCIA:

Household Size (<i>Tamaño del hogar</i>) _____	Do you live in a Housing Development? <input type="checkbox"/> Yes <input type="checkbox"/> No
Free or Reduced Lunch? (<i>¿Almuerzo gratis o reducido?</i>) <input type="checkbox"/> Yes (<i>Si</i>) <input type="checkbox"/> No (<i>No</i>)	
Single Parent? (<i>Madre/Padre soltero?</i>) <input type="checkbox"/> Yes (<i>Si</i>) <input type="checkbox"/> No (<i>No</i>)	Current Head of House Hold: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Both
Military Family? (<i>Familia Militar</i>) <input type="checkbox"/> Yes (<i>Si</i>) <input type="checkbox"/> No (<i>No</i>)	Lives on Military Base? (<i>Vive en una base militar</i>) <input type="checkbox"/> Yes (<i>Si</i>) <input type="checkbox"/> No (<i>No</i>)
Child's Ethnicity (<i>Origen étnico del niño</i>)	<input type="checkbox"/> Hispanic or Latino (<i>Hispano o latino</i>)
	<input type="checkbox"/> Non-Hispanic or Non-Latino (<i>No hispano o no latino</i>)

Please Indicate member's race:

<input type="checkbox"/> White (<i>Blanco</i>)	<input type="checkbox"/> American Indian/Alaskan Native (<i>Indio americano / nativo de Alaska</i>)
<input type="checkbox"/> Asian (<i>Asiático</i>)	<input type="checkbox"/> American Indian/Alaskan Native and White
<input type="checkbox"/> Asian and White (<i>Asiático y Blanco</i>)	<input type="checkbox"/> American Indian/Alaskan Native and Black African American (<i>Indio americano / nativo de Alaska y afroamericano</i>)
<input type="checkbox"/> Black/African American (<i>Afroamericano</i>)	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander (<i>Nativo hawaiano / otro isleño del Pacífico</i>)
<input type="checkbox"/> Black/ African American and White (<i>Afroamericano y Blanco</i>)	<input type="checkbox"/> Other (<i>Otro</i>)

HOUSEHOLD INCOME (*INGRESOS DEL HOGAR*)

Please indicate your household size and annual income: (*Indique el tamaño de su hogar e ingresos anuales*)

Household Size	30% Median	50% Median	80% Median	> 80% Median
<input type="checkbox"/> 1	<input type="checkbox"/> \$0 - \$21,300	<input type="checkbox"/> \$21,301 - \$35,500	<input type="checkbox"/> \$35,501 - \$56,800	<input type="checkbox"/> \$56,801 or more
<input type="checkbox"/> 2	<input type="checkbox"/> \$0 - \$24,350	<input type="checkbox"/> \$24,351 - \$40,600	<input type="checkbox"/> \$40,601 - \$64,900	<input type="checkbox"/> \$64,901 or more
<input type="checkbox"/> 3	<input type="checkbox"/> \$0 - \$27,400	<input type="checkbox"/> \$27,401 - \$45,650	<input type="checkbox"/> \$45,651 - \$73,000	<input type="checkbox"/> \$73,001 or more
<input type="checkbox"/> 4	<input type="checkbox"/> \$0 - \$30,400	<input type="checkbox"/> \$30,401 - \$50,700	<input type="checkbox"/> \$50,701 - \$81,100	<input type="checkbox"/> \$81,101 or more
<input type="checkbox"/> 5	<input type="checkbox"/> \$0 - \$32,850	<input type="checkbox"/> \$32,851 - \$54,800	<input type="checkbox"/> \$54,801 - \$87,600	<input type="checkbox"/> \$87,601 or more
<input type="checkbox"/> 6	<input type="checkbox"/> \$0 - \$35,300	<input type="checkbox"/> \$35,300 - \$58,850	<input type="checkbox"/> \$58,851 - \$94,100	<input type="checkbox"/> \$94,101 or more
<input type="checkbox"/> 7	<input type="checkbox"/> \$0 - \$38,060	<input type="checkbox"/> \$38,061 - \$62,900	<input type="checkbox"/> \$62,901 - \$100,600	<input type="checkbox"/> \$100,601 or more
<input type="checkbox"/> 8	<input type="checkbox"/> \$0 - \$42,380	<input type="checkbox"/> \$42,381 - \$66,950	<input type="checkbox"/> \$66,951 - \$107,100	<input type="checkbox"/> \$107,101 or more

*2018 VENTURA COUNTY INCOME LIMITS

PARENT/GUARDIAN ACKNOWLEDGMENT

I understand that my child can enter and leave the Boys & Girls Clubs of Camarillo (referred to as the Club) AT WILL, and that the Club is not a Day Care Facility and cannot give my child constant exclusion attention. I further understand that it is my responsibility to give my child instructions to stay and participate in Club activities. The Club provides staff in all areas of Club activities. I hereby give my permission for my child to participate in Club Programs. In consideration of this permission, I understand, hereby for and on behalf of said child, our heirs, executors, and administrators waive, release and forever discharge any and all rights and claims for damages which I may hereafter have against the Club and/or its assigns for any and all injuries or damages which may be sustained or suffered by said child in connection with or entry in an/or arising out of traveling to, participating in, or returning from said activity or event. In the event of an injury to my child and I cannot be contacted, I hereby give permission to a representative of the Boys & Girls Clubs of Camarillo to authorize the medical doctor or hospital to administer any and all medical treatment to my child. I hereby give permission for my child to be used in public relations materials if the opportunity arises. I understand that membership to the Club is a privilege and if my child is not able to abide by all safety rules, the membership can be suspended for designated periods of times or revoked permanently. All fees to the Club will be forfeited during the suspension period and/or at the moment of membership revocation.

PARENT/GUARDIAN SIGNATURE _____ **DATE** _____

MEMBERSHIP ACKNOWLEDGEMENT

I wish to become a member of the Boys & Girls Clubs of Camarillo. I agree to obey the rules, be careful to prevent damage to the Club and the equipment, and most importantly to have fun. I also know if I am suspended from the Club for failure to obey rules, I understand that no dues will be returned to me. **CLUB MEMBER SIGNATURE:** _____