



**BOYS & GIRLS CLUB
OF DUBOIS**

Summer Camp 2022

Dubois

Member Fee: \$10 annual membership

Summer Camp Fees: \$12 per week



**UNSTOPPABLE
FUN!**

May 31—August 12th
7:45 AM - 4:00 PM

\$12/week



**BOYS & GIRLS CLUB
OF DUBOIS**

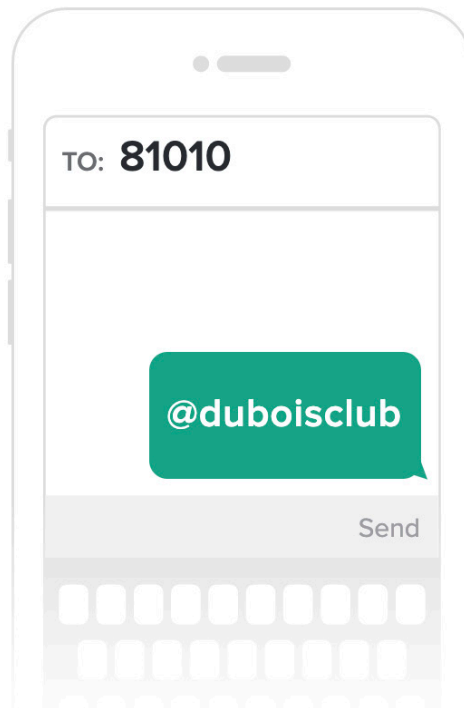


**BOYS & GIRLS CLUB
OF DUBOIS**

DUBOIS

Sign up for important text alerts from Boys & Girls Club of Dubois.

Text **@duboisclub** to the number **81010**.
You will receive a welcome text from Remind.



If you have trouble with 81010, you can try texting **@duboisclub** to (762) 208-4587.

Attention Parents



BOYS & GIRLS CLUB
OF DUBOIS

Summer Camp Fees:

\$12/week

Fees are expected to be paid the **FRIDAY BEFORE** the week you plan to attend. Full week's payment is due no later than the **MONDAY morning** of the week you plan to attend, unless payment arrangements are made **IN ADVANCE**.

REMINDER:

For the safety of your child, a parent or guardian **MUST** accompany all camp participants into and out of the Club each day. **NO EXCEPTIONS!**

*The Boys & Girls Club of Dubois is operated under the
Boys & Girls Clubs of Central Wyoming.*



Welcome to the Boys & Girls Clubs 2022 Summer Programming!

Welcome to a new summer with the Boys & Girls Club of Dubois! It is our pleasure to serve your children. Our summer will be full of fun and excitement!

This packet provides important information about our camp policies. Our staff is looking forward to providing the best experience for your child this summer! Your assistance will help us achieve this.

Available Sites

Dubois Club

Ages Served

We serve children ages 5-18. Children **MUST** have completed kindergarten and have not yet graduated from high school.

Hours/Late Fees

7:45 am – 4 pm

Any child not picked up by closing time, 4 pm, will be charged a \$10 late fee for every additional 5 minutes he/she is left at the Club (beginning with the first minute). This fee must be paid before the member is allowed to return to the program. If your child is left for more than one hour past closing, the proper authorities will be notified.

Payment/Weekly Balances

The summer camp fee is \$12 per child per week. A payment of \$12 is required the Friday before the week your child is expected to attend.

In order for your child to attend any camp week, full payment must be received NO LATER than the Monday morning of that week. Lack of payment will result in your child(ren) not being able to attend Club that week.

Refund Policy

If a child is unable to attend camp, **no refund will be given for the annual \$10 membership fee.** No refund will be given if a child is removed from the camp in the event of disciplinary actions. A \$30 processing fee will be applied to any applicable refund.

Drop-off /Pick-up

Upon arrival and departure to and from Clubs, parents/guardians must come in to check-in and check-out with a staff member.

The Boys & Girls Club is a drop-in facility and has an open-door policy where members are advised to stay on Club premises; however, we cannot legally require a member to stay at their Club. Staff does not grant permission to leave nor do we insist that children stay. Arrival and departure is a matter strictly between parent/guardian and the child(ren). We will, however, be monitoring the

entrance of the building. As always, safety for our members is our top priority. If you have a specific concern, please notify the Site Director.

Discipline

The goal of our summer program is to provide members with an atmosphere of fun, creativity, and respect through meaningful supervised experiences, which will encourage positive personal development. Please feel free to speak with the Site Director about our discipline policy. Your cooperation will assist us in achieving these goals.

The Boys & Girls Club of Dubois enforces the following codes of conduct:

1. Respect for self, other members, staff, and property.
2. Threats, violence, and foul language will not be tolerated.

The Boys & Girls Club staff is instructed to take the following disciplinary actions:

1. Verbal warning, time outs, Club service,
2. Parental notification, (It is the discretion of the Site Director to give suspensions)
3. Dismissal from all Boys & Girls Clubs summer sites,
4. Fighting is an automatic two-day suspension.

Sick Policy

No child will be admitted to camp if any of the following conditions are present:

1. A contagious disease, (i.e. COVID-19, chicken pox, cold/flu, head lice, etc.)
2. Any fever over 100 degrees; member will not be admitted back until fever free for more than 24 hours,
3. Excessive sneezing or coughing,
4. Signs of vomiting and/or diarrhea.

A child will be sent home if any of the above conditions occur at Club. There is a space provided on the membership application for alternate emergency phone numbers. Ill children must be picked up within one hour. There will be a \$5 charge for every 10 minutes past one hour that the member is left at the facility.

Medication

If your child requires medication, we prefer it is taken outside of Club hours. If it is necessary to bring medication to the Club, for the safety of all, please alert the Site Director to discuss a secure location to keep the medication while your child is at the Club. However, our policies do not allow for staff to administer medication so it will be your child's responsibility to remember to administer the medication him/herself.

Personal Items

We encourage your child to bring only the necessities to the Club, as there will be no locked storage available. If your child decides to bring personal items, the Boys & Girls Club of Dubois will not be responsible for lost, stolen, or damaged items. Children are discouraged from bringing cell phones, tablets, or any other gaming devices to the Clubs!

We do, however, encourage you to send your child(ren) with a hat and sunscreen.

Lunch/Snacks

Most of the summer, your child will be provided a healthy morning snack, lunch, and afternoon snack. Lunches will be served at Dubois School. When Lights On is closed, your child will need to bring a sack lunch. Club members will need to bring their own lunches on all Fridays in June and July, as well as May 31-June 10, and August 1-12.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

Required Forms

All forms in this parent packet must be read and completed. A current Boys & Girls Club membership form must be on file.

Schedules

The Dubois Club will be closed May 26 and May 27, 2022 and Aug 15 – 18, 2022, for Club maintenance and on July 4 in observance of Independence Day.

Field trips may be offered. These trips may include the library, movies, museums, nature walks, water days, swimming and much more! Nominal fees may be required for some field trips. Please contact your site for scheduling and fee information.

Please watch for schedule changes noted in flyers, text messages through Remind, on our Facebook page, and/or our website at www.bgccw.org.

If you have any questions regarding our policies please speak with your Site Director.

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By signing below, you acknowledge and accept the above procedure and will adhere to all policies and procedures set forth by the Boys & Girls Clubs of the Bighorns while your child is attending as an active member.

Parent Signature

Date



BOYS & GIRLS CLUB
OF DUBOIS

2022 Summer Registration

CHILD'S NAME	GRADE (Fall)	BIRTHDATE

Mother (Guardian): _____

Father (Guardian): _____

Phone: Home _____ Work _____

Home _____ Work _____

Cell _____ Email _____

Cell _____ Email _____

Address: _____
Street address City State Zip

Mailing Address (if different from physical): _____

Emergency contact 1 (other than parent): _____ Phone: _____

Emergency contact 2 (other than parent): _____ Phone: _____

Field trips: YES, I wish to volunteer with field trips NO, I am unable to help with field trips

Choose which weeks you will need to reserve (Reminder: *Club is closed July 4th in observance of Independence Day.)

ALL 11 WEEKS, MAY 31 - AUGUST 12

Week 1, May 31 – June 3

Week 5, June 27 – July 1

Week 9, July 25 – 29

Week 2, June 6 - 10

Week 6, July 5* - 8

Week 10, Aug 1 – 5

Week 3, June 13 - 17

Week 7, July 11 - 15

Week 11, Aug 8 – 12

Week 4, June 20 - 24

Week 8, July 18 - 22

By signing below, I acknowledge that I have read and understand all of the policies and procedures pertaining to Summer Programming. I give the Boys & Girls Club permission for my child to utilize surrounding property while supervised by Boys & Girls Club staff during Club hours. I give the Boys & Girls Club permission for my child to attend all field trips associated with the Summer Day Camps.

Parent Printed Name

Parent Signature

Date