



# **BOYS & GIRLS CLUB OF HENDERSON COUNTY**

## **MEMBERSHIP HANDBOOK**

To Help You Help Us

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# Mission Statement

To inspire and enable young people, especially those from disadvantaged circumstances, to realize their full potential as productive, responsible and caring citizens.

## Core Beliefs

A Boys & Girls Club provides:

A safe place to learn and grow;

Ongoing relationships with caring, adult professionals;

Life-enhancing programs and character development experiences;

Hope and opportunity.

## Contact Us

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Executive Director

Unit Director

Office Manager

Teen Director

Kevin Lauritsen

Joshua Propst

Lisa Wood

Bob Bell



# HOURS OF OPERATION

Administrative Office Monday-Friday 9am-6pm  
 After-School Program Monday-Friday 2:30-6pm  
 (teens till 8 pm)  
 Summer Program Monday-Friday 9am-5pm



# HOLIDAYS



The Club will be closed for the following holidays:

Labor Day	Monday	September 4, 2006
Thanksgiving	Thursday & Friday	November 23, 24 2006
Christmas	Monday & Tuesday	December 25, 26 2006
New Year's	Monday	January 1, 2007
MLK Jr. Day	Monday	January 15, 2007
Good Friday	Friday	April 6, 2007
Memorial Day	Monday	May 28, 2007
Independence Day	Wednesday	July 4, 2007

The Club may be closed briefly before and after the summer program, and additional holidays may be observed. Club closings will be posted in advance.

# PROGRAMS

The Boys & Girls Club provides year-round activities and programs to meet the interests of youth and their physical, emotional, cultural, and social needs. We model our programs and activities on the Boys & Girls Clubs of America core areas:

## Education & Career Development



- ❖ *Power Hour* - homework help, tutoring, computer aids and academic skills-building activities.
- ❖ *Jr. Staff Training* - training and hiring teens to work at the Club.
- ❖ *Computer Programs* - learning & using the latest technology.
- ❖ *Reading* - reading, writing, discussion, themes and related field trips.
- ❖ *Career Launch* - exploring careers & prepping for jobs.

## Character & Leadership Development

- ❖ *Youth of the Year* - recognizing and promoting outstanding youth.
- ❖ *Keystone Club* - teen service and leadership activities.
- ❖ *Torch Club* - pre-teen service and leadership activities.
- ❖ *K-Kids* - elementary school services & leadership activities.
- ❖ *Teen Volunteers* - teens mentoring younger members.
- ❖ *Community Service* - improving our community.

## Health & Life Skills

- ❖ *Smart Moves* - helping youth resist alcohol, tobacco, other drugs and sexual activity.
- ❖ *Peer Mediation* - conflict resolution and solving problems effectively.
- ❖ *Passport to Manhood* - helping boys make a successful transition to young manhood.
- ❖ *Girl Talk* - helping girls discover self-worth and build self-esteem.
- ❖ *HIV/AIDS* - awareness and prevention.
- ❖ *Cooking and sewing classes*.
- ❖ *Money Matters* - learning personal finance.

## The Arts



- ❖ *Visual Arts* - drawing, painting, sculpture, crafts, computer graphics and exploring cultures.
- ❖ *Performing Arts* - drums, chorus, drama, guitar, step dance, dance line.

# Sports, Fitness, and Recreation



- ❖ *Triple Play* - fitness, gym and recreation games / tournaments.
- ❖ *Team Sports* - basketball, soccer & volleyball.
- ❖ *Social Recreation and Game Room activities.*
- ❖ *Field Trips* - recreational and educational trips throughout the region.
- ❖ *Swimming* - learning water safety and gaining swimming competence.
- ❖ *Young Adventurer's Club* - outdoor adventures, camping, spelunking.



## SUMMER PROGRAM

There are no additional membership fees for the summer program. Boys & Girls Club members must bring a lunch/drink that does not require microwaving or refrigeration.

Print the child's name clearly on the lunch box/bag.



# BOYS & GIRLS CLUB MEMBERSHIP

Membership in the Boys & Girls Club of Henderson County is open to all boys and girls ages 6-18. Parents must complete and sign a membership application. Forms are available at the Club.

**Memberships must be renewed every year in August.** Annual membership fee is \$5.00

## MEMBERSHIP CARD POLICY

Each youth is issued a membership card upon joining and upon renewal. *All members are required to bring their cards DAILY for admission to the Club and participation in activities.*

Requiring members to bring their card every day is our way of helping children learn responsibility. Replacement cost for a lost card is \$.50

After the 5<sup>th</sup> time in one month with NO CARD, the member will be suspended for one day. A suspension does not erase any of the past times without a card.

## ELECTRONICS / TOYS POLICY

**Keep all cell phones, Gameboys, other electronic games, trading cards, collections or other valuable items at home.**

The items are often major distractions to programming. The Club will not be responsible for any items damaged, lost or stolen.

Items confiscated by staff can be claimed by parents/guardians at the front desk.

# **ATTENDANCE AND LEAVING THE FACILITY**

The Boys & Girls Club is not a day care facility. The Boys & Girls Club has an open door policy. The staff will not physically stop a child from leaving the facility. The Boys & Girls Club makes every effort to assure the safety of our members. We feel it is important for members to remain with program staff until the programming day is complete or a parent or guardian picks them up.

Expectations for attending the Club and leaving the premises should exist between the child and his/her parents/guardians. Please discuss your expectations with your child.

## **WEATHER CLOSINGS**

The Boys & Girls Club will be closed on days the Henderson County Public schools are closed for inclement weather. For mid-day closings, all students should ride buses home, not to the Club.

## **DRESS CODE POLICY**

The Boys & Girls Club has adopted a policy similar to the public schools concerning dress code for all ages. Inappropriate clothing of any kind is NOT allowed at the Club. Members wearing clothes that are too short, too tight or too revealing in any way, or clothes with questionable or distasteful advertising, will be asked to change or leave immediately. Inappropriate clothing includes:

- Bare Midriffs
- Short shorts
- Spaghetti Strap Shirts
- Offensive Logos or Language on Clothing
- Sagging Pants

# CLUB CODES

## *THE POSITIVE PLACE FOR KIDS*

1. Listen
2. Play Fairly & Be Honest
3. Be Respectful of Everyone. Say only Good Things about Others.
4. Resolve Problems in a Positive Way.
5. Take Care of Your Boys & Girls Club
6. Use Nice Language.
7. Dress Properly at All Times.
8. Smoking, Drugs, Alcohol & Weapons Are NOT Allowed.
9. Bring Membership Card Every Day.

### *Avoid Unnecessary Phone Calls*

Fighting, other acts of violence and illegal activities lead to automatic suspension from the Club for five to thirty or more days, depending on the age of the child and/or the circumstances of the incident.

# DISCIPLINE POLICY

1. The Boys & Girls Club staff will always be as fair as possible while dealing with any discipline problem.
2. It is the Boys & Girls Club policy to use an isolation method (such as time-out) in dealing with discipline problems while the child is at the club.
3. It is the right of the Executive/Unit Directors to suspend or expel a child from the Club. Suspensions can be given to members as a result of any type of discipline problem, and the staff's decision will be final.
4. A parent/guardian will be notified of a suspension verbally and/or by a written suspension form.
5. We will not physically or verbally assault any member.
6. Conferences may be held at the request of the parent/guardian or if the Executive/Unit Directors feel it is necessary.
7. We ask that all parents support our efforts in teaching children good behavior and social skills.
8. The Boys & Girls Club administration reserves the right to revoke a child's membership due to excessive and/or severe disciplinary problems.

These policies are important to the success of operating a quality youth organization. They will be enforced to make the club a positive place for all children.



**BOYS & GIRLS CLUB**  
of AMERICA

## **Our Core Promise to our Children**

The greatest impact lies in the hearts and minds of  
staff:

***Who never give up the fight;***

***Who know their kids by name;***

***Who develop bonds with them that last a  
lifetime;***

***Who encourage them to be more than what  
they expect of themselves;***

***Who find that special spark in them, then  
nurture and recognize it;***

***Who teach them to become not just  
successful,  
but good and gracious human beings.***