

MAVERICK



BOYS & GIRLS CLUBS
OF AMARILLO

Boys & Girls Clubs of Amarillo Membership Handbook

GREAT FUTURES START [HERE.](#)



Welcome members!

The staff of the Maverick Boys & Girls Clubs of Amarillo would like to welcome all new and returning members. We plan to have a great year and hope all members are excited about using their membership to utilize our great programs throughout the year.

We ask that parents/guardians and members read and become familiar with this parent/member handbook. Members, parent/guardians and staff members are responsible for understanding and following the policies outlined in this handbook. If you have any questions or concerns about anything in this handbook please feel free to speak with the Compliance Director or Chief Executive Officer (CEO).

Get excited about Boys & Girls Club. It is going to be a great year!

Key Points to Know About the Boys & Girls Club:

- The Clubs facilities are designed and operated exclusively for youth, with the needs and interests of young people in mind.
- Clubs are open Monday-Friday providing a positive place to go when kids need it most.
- Clubs have a core staff of trained professionals who provide guidance and supervision, and serve as role models.
- Clubs are available and affordable to all on a space available basis.

Programs and Activities are designed to provide guidance in the following areas:

- **Character & Leadership Development:** Empower youth to support and influence their club and community, sustain meaningful relationships with others, develop a positive self-image, participate in the democratic process and respect their own and other's cultural identities.
- **Education & Career Development:** Enable youth to become proficient in basic educational disciplines, apply learning to everyday situations, and embrace technology to achieve success in a career.
- **Health & Life Skills:** To develop young people's capacity to engage in positive behaviors that nurture their own well-being, set personal goals, and develop the competencies to live successfully as self-sufficient adults.
- **The Arts:** Enable youth to develop their creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, performing arts, and creative writing.
- **Sports, Fitness and Recreation:** To develop fitness, positive use of leisure time, skills for stress management, appreciation for the environment and social and interpersonal skills.

Membership Information

Membership Criteria:

- The Club serves youth 5-18 years of age
- Youth must be enrolled in school and attend Kindergarten through 12th grade
- Youth are divided into similar age groups based on school grade
- The Club is not licensed to accommodate children with special needs (physical and cognitive)

Membership Fee:

- **After school program-\$30 per member/per month**
- **Summer Camp-\$250 per member for our summer camp**
- Membership fees are non-refundable and are not prorated **(All fees; membership dues & camp deposits are nonrefundable)**

Membership Year:

- Membership year runs from August-May for the Afterschool Program and June-August for our Summer Camp
- Spring Break Camp runs for the week in March per AISD calendar for Spring Break
- Members must sign-up separately for each program (After School, Spring Break and Summer Camp)
- Eligible youth may become members at any time during the membership year

Hours of Operation:

- Club hours are as follows:
- **After School Program Regular Hours:**
 - Maverick: 3pm to 7pm, Monday-Friday
 - Glenwood, San Jacinto, and Rolling Hills: 3pm to 6pm, Monday-Friday
 - Bivins: 3pm to 6:30pm, Monday-Friday
- **Spring Break Program:** 7:30am to 6pm, Monday- Friday
- **Summer Camp:** 7:30am to 6pm, Monday- Friday

****National holidays are observed****

Late policy:

Every effort will be made to contact a parent/guardian. If parent/guardian has not picked up child up by closing time, the following actions will be taken:

- If parent/guardian is aware that they will be late, call the Club and tell the staff (this does not change the late policy)
- If parent/guardian is later than 6:00pm, the Club reserves the right to charge a \$1 per minute fee.

Club Closings:

- The Maverick unit and all school sites (including Rolling Hills) will follow the AISD and RRISD calendar for early release and student holidays.
***** We are not open for early release days*****
- The club is closed the week after school ends and the week before school begins for staff training. The club follows the inclement weather policy outlined by AISD, meaning if the schools are closed for inclement weather so is the club.

- Information about emergency closures will be communicated through the Remind 101 app and Facebook.
- The summer camp master calendar will be released on or before May 1

Activity/class fees:

- Additional Fees may be required for some activities that the Club offers such as field trips, football, basketball, Track & Field and other special activities.
- **All supplemental fees are nonrefundable.**

Expectations of Membership in the Boys & Girls Club of Amarillo

Check in and out of the Boys & Girls Club:

- It is the responsibility of the member to check herself/himself into the Club everyday upon arrival and departure by scanning their ID cards. Each child will be provided an ID card at no charge and it is the responsibility of the member to keep up with their card. **Replacement fee is \$2.00 which must be paid by debit/credit in the front office located at 1923 S. Lincoln Street.**

Parent Pick-up Procedures

- For the safety of club members, the following procedures are in place for member pick-up:
 - It is the responsibility of the individual picking up the child to check them out at the Membership desk.
 - Parents must come into the club to pick members up. **We will NOT send your child outside.**
 - It is the parent's responsibility to keep the authorized pick-up list up-to-date at all times. Under no circumstances, will we release a member to someone that is not on the authorized pick-up list.

Lost or stolen items:

- Members are responsible for all money and personal items they bring in the Club. The use of personal cell phones, video games, and iPods are not permitted without permission. The Boys & Girls Clubs of Amarillo is **NOT** responsible for any lost, damaged, or stolen items. **We ask that you discourage members from bringing valuables to the club.**

- The club does not have a lost and found area. Any items left at the club will be discarded. The Maverick Boys and Girls Club will not be held responsible for replacing discarded items. We ask that parents check with their children daily to ensure that any items brought go home each day.

Health information, the following are guidelines for health problems that require parents to pick-up club members:

- Fever - 100 degrees or higher
- Acute Diarrhea or vomiting in the last 24 hours
- Contagious illness - chicken pox, strep throat, swine flu, etc.
- Sore throat or severe coughing
- Yellow eyes or jaundiced skin
- Red eyes with any type of discharge
- Infected, untreated skin patches
- Difficult or rapid breathing
- Head lice - If any nits (lice eggs) are found in a member's hair he/she will be sent home. After proper treatment, and if the member is nit free, he/she may return.
- Emergency - If a medical emergency appears to be life threatening an ambulance will be called and we will attempt to contact parents immediately. If parent/guardian cannot be reached we will attempt to reach the emergency contacts.

If you are called during the day to pick your child up due to illness, please make arrangements to arrive within the hour. The health and safety of our members is our highest priority.

Medications:

If your child has medication they must take while at the club we ask that you place it in a zip lock bag with their name on it and leave it with the front desk. Staff will **NOT** administer medication to your child. They must come to the front and request their medication and be able to administer it themselves. This also applies to sunscreen and over the counter medicines.

Code of Conduct

The Boys & Girls Clubs of Amarillo has set expectations that will ensure that they have an enjoyable experience here at our club. Staff expects club members to do the following:

RESPECT THEMSELVES

RESPECT OTHERS

RESPECT THE CLUB

The following inappropriate behaviors require members to receive some type of discipline:

- refusing to obey staff;
- acting irresponsibly or destructively;
- fighting
- using inappropriate language;
- bullying; and
- making sexual contact or overtures

Discipline guidelines and procedures:

Staff reserves the right to use the following forms of discipline as a result of inappropriate behavior:

- Creative discipline - using a specific situation and appropriately teaching positive behaviors (if they litter having them learn about the environment, if they are mean to a sibling having them write reasons why they love their sibling, etc.)
- Verbal Communication - member and staff talk about her/his inappropriate behavior
- Time out - sitting down with no contact from other members for a set amount of time
- Clean up duty - picking up trash, sweeping and wiping tables
- Behavior contract - form is sent home with member to be given to the parent/guardian
- Suspension - member is not allowed to come to the Club for a set number of days
- Expulsion - member is not allowed to return to the Club

The Boys & Girls Clubs of Amarillo is determined to be there for kids who need us most, we must also ensure that all club kids are kept safe. Therefore the following are grounds for suspension or expulsion, which include but are not limited to:

- Physical violence towards another member or staff
- Bringing a weapon to the Club
- Bringing prescription medications not prescribed to the member or illegal drugs, alcohol or tobacco products to the Club
- Intentional maltreatment of facility or equipment

- Making discriminatory remarks about another member's race, religion, gender, or sexual orientation
- Continuous Disregard for staff instructions
- Multiple violations of Club rules
- Violation of our Bullying or Sexual Misconduct Policies

It is the goal of the Boys & Girls Club to work with parents to correct member behavior. Parents are expected to support staff in correcting member behavior issues.

The staff of the Boys & Girls Club reserves the right to make all final decisions regarding disciplinary consequences.

Suspension policy:

- Parents will be contacted immediately regarding suspensions. If the member returns and stipulations of her/his return have not been met, parent/guardian or emergency contact will be contacted to immediately pick up that child.
- Suspensions are given immediately following the inappropriate behavior to begin as soon as deemed appropriate unless the staff feels the member's parent/guardian must be contacted to pick her/him up the day of the incident.
- Club staff is always available to talk about member behavior issues with parent/guardian. Parent/guardian is responsible for contacting staff to discuss member participation.

Bullying Policy

The Boys & Girls Clubs of Amarillo is committed to providing all members with a safe and civil environment, and will not tolerate any form of bullying at any Club activity on or off Club property.

Bullying shall mean any written, electronic, verbal or physical act that willfully harms another. Aggravated bullying shall mean willful harm motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity, mental disability, physical disability, appearance or socioeconomic status.

Staff and volunteers who observe an act of bullying are expected to take immediate, appropriate steps to intervene. If the staff member or volunteer believes his/her intervention has not resolved the matter, they shall report it to his/her supervisor and document the incident in writing.

The Site Coordinator or appropriate staff member will inform the parent or guardian of any member who was observed as a victim or perpetrator of bullying if the issue has not been appropriately resolved. Depending on the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remedy the impact on the victim and change the perpetrator's behavior.

Sexual Misconduct Policy

The Boys & Girls Clubs of Amarillo is committed to providing a safe and respectful environment for our members, and will not tolerate any sexual abuse or sexual misconduct toward or by any member. Sexual abuse and sexual misconduct shall be interpreted to mean any sexual interaction between a child and another person (including another child) in a position of power over the child.

Specific acts may include inappropriate physical contact, viewing pornography, exposing oneself to another person, enticing others to expose themselves, inappropriate language, or any other behavior that is a violation of the organization's Code of Conduct. Violation of this policy will result in suspension or expulsion. In certain cases, the offending member will be reported to the authorities.

General Information:

We want to ensure participation at the Boys & Girls Clubs of Amarillo is a fun and safe experience. If you or your child have any questions or concerns please feel free to communicate with our leadership team at 806-372-8393 or mbgacct@maverickclub.org

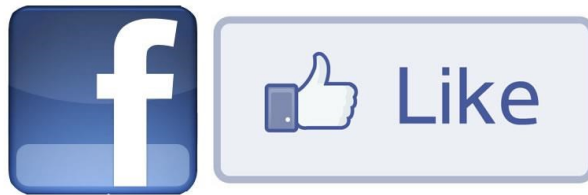
Donna Soria - **Chief Executive Officer (CEO)**

Summer McCampbell- **Compliance Director**

For more information about club programs and events
please log onto our website www.maverickclub.org

Don't forget to like us on Facebook:

Maverick Boys and Girls Clubs of Amarillo



GREAT FUTURES START [HERE](#)

Boys & Girls Clubs of Amarillo

Home of the "Maverick"

1923 S. Lincoln St. ~ Amarillo, TX ~ 79109 ~ 806-372-8393 ~ Fax 806-372-1318 ~ www.maverickclub.org