

BEFORE & AFTER CHILD CARE 2019



Childcare Application

Please Check One

Before & After Care _____

Before Care Only _____

After Care Only _____

Full Day _____ (Pre-K ages 3 to 5 only)

Half Day Only _____ (Pre-K ages 3 to 5 only)

Drop in _____



The Broadview Park District insists that all participants, parents, and/or guardians comply with the following Code of Conduct. All participants and, parents or guardians shall:

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- Show respect to all participants, instructors, staff, volunteers and other parents.
- Follow program rules and take direction from the director, administration, and staff.
- Refrain from using abusive or foul language, arguing, fighting, or any other form of a harassment or intimidation via social media.
- Follow the safety rules and other guidelines set by the director, supervisors, and administration.
- Show respect for equipment, supplies, and facilities.
- Do not display gang jewelry, clothing, symbols, hand signs, etc. The Broadview Park District is a “neutral” zone and these displays are prohibited.
- Cannot bring weapons onto District property or into its programs.
- Cannot take things that don't belong to them.
- Report any inappropriate, disruptive, or illegal conduct to District staff.

The District recognizes that not everyone will follow this Code of Conduct. To help make the District’s facilities and programs fun, safe, and enjoyable for everyone, we will enforce these codes. A positive approach will be used regarding discipline. Administration will periodically review rules and expectations with participants during program sessions. If inappropriate behavior occurs, a prompt resolution will be sought specific to each individual’s situation. The District reserves the right to dismiss anyone whose behavior endangers his or her own safety or the safety of others.

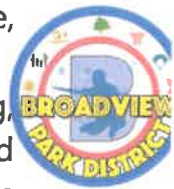
All participants need to abide by these basic behavior standards. We encourage parents or guardians to review and discuss the behavior standards with their children participating in our programs. Adult participants and parents in our programs are held to the same standards. Your voluntary participation in our programs is your consent to follow these behavior standards and consequences.

- Every participant in the program is expected to **exercise respect**. This includes, but is not limited to: themselves, other participants, staff members, all people and places of business.
- Every participant in the program is expected to be an **active listener**.
- Every participant in the program is expected to **know and understand the rules** associated with the activity and follow them. Ask the staff member if you are unaware of the rules regarding the activity.



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- Every participant in the program is expected to **cooperate** with program operations.
 - Every participant in the program is expected to **communicate in an appropriate manner**. Harsh verbal words, tone of voice, foul language, sexually inappropriate behavior, or gestures will not be tolerated.
 - Every participant in the program is expected to **express civil conduct**. If physical contact is made with another person it must be a welcome gesture and appropriate. Horseplay, unwelcome teasing, pushing, kicking, hitting or fighting, etc. will not be tolerated and may result in suspension or expulsion from the program.
 - Participants have the right to participate in an environment where all participants can achieve their full potential without being impeded by discrimination or harassment based on race, religion, national origin, age, sex, marital status, political affiliation, veteran's status, disability, sexual orientation, or any other status protected by applicable federal, state or local nondiscrimination laws. Harassment may be verbal, visual or physical contact conduct.
 - Every participant in the program is expected to exercise an **attitude that elicits good will** towards others and program activities.
 - Every participant in the program is expected to promote and support a safe, fun and healthy environment through **productive participation**.
 - **Consequences:** Any participant who engages in discriminatory, harassing, or otherwise objectionable behavior is subject to disciplinary action and removal from the program. When a participant's behavior, adult or child, is deemed inappropriate, they will be dealt with using the following steps.
1. If a participant displays inappropriate behavior, staff members will verbally request that the behavior be discontinued. If the participant is a child, and the behavior does not stop the staff will implement a time-out. Time-outs are given appropriate to the child's age, ability and the severity of the inappropriate behavior. If the child's behavior reoccurs or escalates, the parents will be notified immediately and the child will be removed from the program for that day.
 2. If a participant's unacceptable behavior continues on a regular basis, staff members and the participant (and their parent if the participant is a minor) will meet. A written report will be filed, stating the inappropriate behaviors already demonstrated and the expected changes for the next program meeting date. It is also to be stated that one more incident of unacceptable behavior will result in the participants' removal from the program permanently, or for a specific



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period of time depending on the severity of the behavior. This report is signed by the participant, staff and parent if the participant is a minor. One copy will remain at the Parks & Recreation Department and the participant will retain another copy.

3. If, after the above procedures have been followed, inappropriate behaviors continue, the participant will be removed for the designated period of time, previously determined at the conference meeting. A parent will be contacted and requested to immediately remove the child from the program if the participant is a minor.
4. If the parent/guardian refuses to cooperate with the staff and/or refuses to abide by the rules of the park and/or program. We reserve the right to remove the participant and the parent/guardian from the program.

Parent/Guardian Name _____

5. If the parent/guardian is discourteous to the staff. The participant and the parent/guardian will be subject to suspension and/or termination from the program

Parent/Guardian Name _____

****In extreme cases of unacceptable behavior that is physically threatening to other participants, parent or staff, the Broadview Park District and Recreation Department reserves the right to immediately remove a participant from a program.* *Note: There are no refunds given for childcare payments.***

If you have any questions or comments, please contact the Broadview Parks District at 708-343-5637 for further clarification.

I have read and will be in agreement with the above statements.

Parent/Guardian Name _____

Parent/Guardian Signature _____

Date _____

Child name _____

Child Signature _____

Date _____



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Broadview Park District
2019
Emergency Contact Information

Child's Name _____

Address _____

City _____ State _____ Zip _____

Mother's Name _____

Home # _____ Work # _____

Cell# _____ E-mail _____

Father's Name _____

Home # _____ Work # _____

Cell# _____ E-mail _____

Alternative Emergency Contact

Name _____ Cell# _____

Phone# _____ Relationship _____



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Broadview Park District
2019

Field Trip Permission slip

Dear Parents/Guardians:

From time to time students will take field trips in the Chicago land area. We would like to have you sign the form below to cover field trip permission for the 2017– 2018. The permission slip below covers your child (ren) for the entire Afterschool program.

The field trips will include arcades, skating and other recreational activities, just to name a few.

If you have any questions, please do not hesitate to call us at 708-343-5637.

Best Regards,
The Broadview Park District

Broadview Park District Permission Statement 2019

I hereby grant permission for _____ to participate on field and walking trips for the 2017 – 2018 Broadview Park District Program.

I hereby reject permission for _____ to participate on field and walking trips for the 2017 – 2018 Broadview Park District Program.

Age _____

Parent/Guardian Signature



PHOTOGRAPH AND VIDEO RELEASE

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2019

I, _____ hereby authorize and give full consent to the
(Parent/ Guardian Print Name)

Broadview Park District to photography and/or videotape, and to display all photographs and/ or publish digitally, in which I (we) or my child(ren) appear(s).

I agree further that the Broadview Park District and its partner and funders may use the photographs or video images on any or all of their websites without limitation or reservations, or compensation. Information that I provide will be held confidential, and will be used only to confirm my permission, if needed.

I have read this document and understand its contents.

Parent/ Guardian Signature: _____

Child's Name: _____

Home Address _____

City _____ State _____ Zip _____

Home Phone: _____ Work Phone _____

E-mail: _____

Child's Last Name: _____

Child's First Name: _____



Office Use Only:

Amount Paid: _____

Payment Type: _____

BEFORE & AFTER CHILD CARE 2019

Address: _____

Apt/Unit: _____ City: _____

Zip: _____ Home Phone: _____

Male or Female: _____

Age: _____ Date of Birth: _____

Grade: _____ School: _____

E-mail: _____

Comments/Special Needs (ex: Asthma, Diabetes) Note: The Broadview Park District is not licensed to provide childcare for children with mental and/or developmental disabilities.

Having read and subscribed to the accuracy of the information provided, I give permission for my children to engage in the activities previously mentioned in this registration packet regarding Child Care for 2018-2019. I take full responsibility for any injury he/she may receive on any of the Broadview Park District's Properties and while in travel to and from the park district.

Parent/Guardian Printed Name: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

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