

CA\$H 2021-2022 Application

(Community Advanced Study Hall)



Membership Dues & Family Participation Expectations

\$30.00 monthly for individual student

\$40.00 monthly for families with 4 or less students

\$50.00 monthly for families with 5 or more students

Member First Name	Member Last Name	Gender
		Male Female

Birth Date	Age	School	Grade for 2021-22 Year
/ /			

Member Ethnicity (please circle all that apply): Asian African-American Hispanic Native-American White Multi-Racial

Address	City	State	Zip Code

Head of Household Name	Phone	Email	Employer
	- -		

Other Guardian Name (if applicable)	Phone	Email	Employer
	- -		

All members must have at least two (2) emergency contacts with working numbers that are NOT Guardians listed above

Emergency Contact Name	Phone	Relationship to Member
	- -	

Emergency Contact Name	Phone	Relationship to Member
	- -	

THE FOLLOWING INFORMATION IS USED INTERNALLY FOR STATISTICAL PURPOSES:

of Family Members in Household: _____

Please circle any of the following that apply:

Both Parents Single-Parent Foster/Guardian Grandparent Military/Veteran

Please circle any of the following that apply:

Free/Reduced Lunch SoonerCare/Medicare SNAP/Food Stamps TANF SSI SSDI

Please circle the annual household income (include all incomes from household members):

\$0-10k

\$10-20k

\$20-30k

\$30-40k

\$40-50k

\$50-60k

\$60k+

Special Conditions – Please circle any that apply:

Asthma

ADD/ADHD

Behavioral/Emotional

Counseling Services

Allergies

If any of the above special conditions are circled, or if a special condition is not listed, please give a brief description. If your child currently receives counseling services, please list what agency they are through:

PLEASE INITIAL ALL THAT APPLY:

_____ My child has permission to be transported in a **WCC** owned/rented vehicle by **WCC** staff to and from field trips, and **WCC** activities, as well as to and from school.

_____ My child has access to the computer lab internet, which is designed for educational use. Precautions are in place to protect their safety, but realize it is not possible to eliminate all controversial material. My child will not have use of **WCC** owned wi-fi passwords. Abuse of **WCC** technology rules can result in loss of personal device and will require a parent/guardian to pick up.

_____ **WCC** maintains member files in a confidential manner. **WCC** has permission to discuss and exchange information regarding my child's academic performance and progress with the school my child attends, as well as with the Office of Juvenile Affairs, their counselor, case manager, or any other provider, as applicable.

_____ Membership assessments and pre/post tests are periodically given to members. Information may be shared with donors for evaluation purposes.

_____ My child has permission to participate in **WCC** based, on-site mentoring programs that are offered. I understand **WCC** is a program-based facility and I am enrolling my child to participate in programs.

_____ I consent to the use of any photos, video, audio recordings or quotes of my child for the positive promotion of the **WCC** as staff deems necessary.

_____ In the event of a medical emergency, **WCC** may have my child evaluated and treated by a doctor or nearest emergency center. Reasonable effort will be made to contact me or someone on my child's emergency contact list first. I will keep my contact information updated at all times.

_____ I understand **WCC** is **NOT** a drop-in program. I understand that my child can **NOT** leave the premises unless with a parent/guardian or pre-authorized adult.

_____ I understand that membership dues are non-refundable, and my child's membership must be current in good standing in order for them to attend.

_____ I understand membership is contingent upon my child's physical, mental and emotional maturity and that they must possess the ability to interact independently and responsibly in our program setting.

_____ **WCC** discourages bringing valuable items to the center and will not be held liable for lost, stolen, or broken items.

_____ I understand that I must keep **WCC** informed of any changes in phone number or address.

_____ I understand that tobacco products of any kind are not allowed on **WCC** property.

_____ I understand it is my responsibility to know **WCC's** hours of operation, and will be on time to pick up my child.

_____ I have read and fully understand the information contained in the application and the contents and agreements made by me, and request that my child's application for membership at **Westside Community Center** be approved.



MEMBERSHIP RELEASE

I understand that **Westside Community Center** is NOT a licensed childcare facility. Program participants are not allowed to leave WCC for any reason other than with a pre-approved adult or family member.

I, the **parent/guardian** of the minor child listed on this application, on behalf of the minor child listed herein and for ourselves, our heirs, executors and administrators, hereby release, waive, acquit and forever discharge Westside Community Center, their representatives, successors, insurers, assigns or any other person or entity associated with any of the above organizations such as staff, directors or volunteers, from all liability, claims, damages demands, or causes of actions for any and all loss, damage, injury or death and any claim of damages resulting from use of facilities owned or controlled by the above organizations, or participation in activities of said organizations either at or away from **Westside Community Center**.

By signing below, I certify and attest that I am a person legally responsible for the minor child named herein. I have read and accept ALL of the statements and conditions herein and hereby give authority to **Westside Community Center** to the extent of the statements and permissions granted therein.

MEMBER FIRST & LAST NAME (**PRINTED**)

PARENT/GUARDIAN FIRST & LAST NAME (**PRINTED**)

SIGNATURE

____ / ____ / ____
Date



ASSUMPTION OF THE RISK AND WAIVER OF THE LIABILITY RELATED TO CORONAVIRUS/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

Westside Community Center has put in place preventative measures to reduce the spread of COVID-19; however, the **WCC cannot guarantee** that you or your child(ren) will not become infected with COVID-19. Further, **attending WCC could increase** your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending **WCC** and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at **WCC** may result from the actions, omissions, or negligence of myself and others, including, but not limited to, **WCC** employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at **WCC** or participation in **WCC** programming ("Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless **WCC**, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of **WCC**, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any **WCC** program.

Child's Name (printed): _____

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____

Date: ____ / ____ / ____

PARENTS & MEMBERS PLEASE READ THROUGH THE FOLLOWING SECTIONS TO ENSURE KNOWN EXPECTATIONS:

Member Code of Conduct:

- I will show respect to myself, my fellow **Westside** Members, my **WCC** staff, and **WCC** property at all times by being respectful and behaving in an appropriate manner.
- I must check in/out at the front office **EVERY** time I come or go and will not leave **WCC** without permission.
- I understand that physical violence, retaliation, profanity/foul language, bullying, stealing, destruction of property, verbal, sexual, racial, or cultural harassment is never appropriate and will not be tolerated.
- I understand that any inappropriate actions can result in an appropriate level of disciplinary action at the discretion of **WESTSIDE** staff.
- I understand I am not allowed in any area of the building that is not supervised by **WCC** staff or volunteers.
- I will cooperate with fellow **Westside Community Center** members and staff, and will work to resolve problems in a positive manner.
- I understand I am expected to participate in activities and programs while attending **WCC**.
- I understand that the rules are for our safety and the upkeep of our facility
- I understand there are consequences to ALL of my actions and those consequences are because of my actions.
- I understand that appropriate dress is expected, much like the standards at schools. Included, but not limited to: no sagging, do-rags/colors, inappropriate messages on clothing, short shorts, showing midriffs or other revealing clothing. All decisions are made at the discretion of **WCC** staff.

Consequences/Disciplinary Actions

Tier One: 1st Offense

- o Behavior Report filled out by staff
- o Redirection from staff – possible note to parent
- o May include, but not limited to: not participating in activities, disrespectful to others or staff, etc.

Tier Two: 2nd offense

- o Discipline Report filled out by staff
- o Call/Message to parent for meeting with staff in charge of discipline
- o Suspension from program – Length at discretion of staff
- o May include, but not limited to: continued offenses from Tier 1, inappropriate language, misbehavior on field trips, etc.

Tier Three: 3rd Offense / Automatic Suspensions

- o Discipline Report
- o Suspension from program – Length at discretion of staff
- o May include, but not limited to: continued offenses from Tiers 1 & 2, fighting, theft, bullying, harassment (sexual, verbal, otherwise), damaging property, possession of drugs, alcohol, weapons

NOTE: Accumulation of 3 suspensions for any reason can result in removal from the program for the remainder of the session (school year or summer) at the discretion of the staff. This is not intended to be a comprehensive list of rules. Basic expectations of good behavior will be discussed with members with an emphasis on respect of members, staff, and Westside Community Center property.



We work every day to create a safe and fun environment so kids can have every opportunity to be successful in life. There is zero tolerance for inappropriate behavior, including child sexual abuse or misconduct, and we provide significant resources to ensure this stays a priority.

Culture of Safety

Westside Community Center continually updates safety policies, programs, and training for our staff and volunteers. These policies are designed to promote child safety and protect young people from being harmed by threats that exist in society.

Safety Policies

Westside Community Center has a comprehensive safety policy that protects youth - including, but not limited to: supervision, transportation, communication, and prohibiting 1-on-1 contact between members and staff or volunteers.

Mandatory Background Checks

Westside Community Center conducts comprehensive criminal background checks every 12 months for all employees, as well as volunteers who have direct and repetitive contact with children. All background and sex offender registry checks must meet or exceed **Westside Community Centers** membership requirements.

Scan In/Out Policy

Westside Community Center requires all members to scan/sign in and out each day with their provided ID/Code

Mandated Reporting

Westside Community Center staff and volunteers are all mandated reporters. All adults, age 18 or older, in the state of Oklahoma are mandated reporters.

Safety Trainings

Ongoing training and supervision of staff is critical. **Westside Community Center** staff participate in a wide variety of child safety training each year.

State and Local Laws

We comply with federal, state and local safety laws, including those impacting facilities and vehicles.

Partnerships

For families in need of assistance, **Westside Community Center** has an embedded DHS representative that can connect them to resources they may need. In addition, **WCC** works with Grand Lake Mental Health and our families to make referrals for mental health services.

To report an incident of abuse or neglect:

- Call the Oklahoma Statewide Child Abuse & Neglect Hotline at **1-800-522-3511**
- **Submit a report at www.okhotline.org**

“TO EDUCATE AND EMPOWER THE UNDERSERVED IN OUR COMMUNITY”