BOYS & GIRLS CLUB
OF PLACER COUNTY

Welcome to the Boys & Girls Club of Placer County

Parent/Guardian Club Information Packet

GREAT SUMMERS START HERE

Welcome to the
Boys & Girls Club of Placer County

We are excited to welcome you and your youth as members of Boys & Girls Club of Placer County. All our members make our Club a unique, rich, and strong community, and we strive to support every member, every day.

Since opening our doors in 1994, Boys & Girls Club of Placer County has been offering critical services to young people in our community with a wide range of programs in such areas as education, character development, career exploration, sports & recreation, the arts and community service.

The positive programs and activities the Club provides for the youth of Placer County are helping them to become productive, self-sufficient individuals. We are committed to the Youth Development Strategy of instilling in our members a sense of competence, usefulness, belonging and the power of influence.

Hundreds of kids pass through the doors of our Club sites daily and the numbers continue to grow. We deeply believe in the potential of each and every child. Our staff is committed to bringing out the best in them – to help every kid BE GREAT – by giving them the tools and skills to not only succeed, but to excel in life.

Our professional staff are essential to this work. Every Club has full and part-time trained youth development professionals, providing positive role models and mentors. They are there to build and facilitate trusting relationships with and among members and their parents/guardians, and to support member development and positive Club experiences to cultivate each member's future success.

We do all of this with a strong commitment to making our programs accessible and affordable to all.

These are the benefits you can expect as members of Boys & Girls Club of Placer County.

If you have concerns or questions at any time, please do not hesitate to contact the Site Director at your child's Club and/or Jen Crossley, Director of Programs, at jcrossely@bgcplacercounty.org.

Our Mission

To inspire and empower all young people who pass through our doors to realize their full potential as productive, responsible, and caring citizens.

We do this by:

- Creating a safe, positive environment
- Generate fun and foster a sense of belonging
- Encourage supportive relationships with peers and adults
- Provide opportunities and set expectations
- Offer recognition

Expectations of Members

We support all members in meeting the high expectations that are maintained at our Clubs. Our guiding expectations for all members for acceptable behavior are:

- Respect of self
- Respect of others
- Respect of our Club

We ask that members come to Club in attire that allow them to safely participate, including close-toed shoes.

Expectations of Parents/Guardians

It is vital that staff and parents/guardians partner to ensure all members are safe, included, and respected at Club each day.The following are the expectations we hold for parents/guardians:

- Model the Club's guiding expectations for acceptable behavior – respect of self; respect of others; and respect of our Club – when at the Club.
- Partner with BGCPC staff in supporting your child's safety, growth, and development and following the Club's guidelines.
- Pick-up your child by the program's stated end-time.
- Return calls from BGCPC staff in a timely manner when received
- Pick up or have an emergency contact pick up your child within one hour of a request by the Club.
- Pay all applicable program fees by the first of each month. Program fees are due regardless of attendance.
- Assess the health of your child daily and ensure they are well enough to safely attend Club.

Zero Tolerance Policy

Boys & Girls Club of Placer County has a Zero Tolerance Policy for the following negative Behaviors:

- Fighting
- Bullying/Harassment
- Stealing
- Threatening the safety of Boys & Girls Club member, staff or volunteer
- Damage to the Boys & Girls Club facility or equipment.

Illness Guidelines

Keep your child home if your child has:

- a fever of 100.0 or higher
- been vomiting
- symptoms that prevent member from fully participating in Club programs and activities or that require more care than staff is able to provide such as:
  - Excessive tiredness or lack of appetite
  - Productive coughing/sneezing
  - Headache, body aches, earache or sore throat

Keep your child home until:

- Fever has been gone for 24 hours without medication.
- Rash or eye infections have gone away, have been treated, or have been cleared by a medical provider has indicating these symptoms are not those of a communicable disease that requires exclusion.
- Vomiting has subsided for 24 hours.
- Member feels well enough to fully participate in Club programs and activities.

Boys & Girls Club of Placer County Safety Information

Bullying Policy

Boys & Girls Club of Placer County does not tolerate bullying in any form. As a youth development organization, the Club is committed to ensuring a safe, positive and caring environment which promotes personal growth and fosters positive self-esteem. Boys & Girls Club of Placer County is where kids can go to be with their friends, interact positively with adult Club professionals and receive acceptance, encouragement and recognition. The Club cultivates a sense of belonging and community where youth feel a sense of physical and emotional safety.

Bullying is aggressive behavior that is intentional and that involves an imbalance of power or strength. Often, it is repeated over time. Bullying can take many forms such as hitting, punching (physical bulling); threatening, teasing or name-calling (verbal bullying); intimidation through gestures, threats or social exclusion (emotional bullying); sending insulting messages or threats electronically (cyberbullying).

Immediate consequences will be imposed for Boys & Girls Club of Placer County members who bully others. Consequences for bullying will range from a 2-day suspension from the Club up to loss of Club membership, and/or referral to local law enforcement officials. False reports or retaliation for harassment, intimidation or bullying also constitute violation of this policy.

The Safety and Wellbeing of Young People is Our Number One Priority

We work every day to create a safe, inclusive and fun environment so kids can have every opportunity to be successful in life. We have no tolerance for inappropriate behavior of any kind, including child sexual abuse or misconduct, and we put resources behind that stance.

Culture of Safety Boys & Girls Club of Placer County continually updates robust safety policies, programs and training for staff and volunteers to promote child safety and protect young people from threats in our society. These resources include but are not limited to:

- Regular and required safety trainings for all staff
- CPR and First Aid Certification
- Board Led Safety Committee who reviews safety policies & procedures

Safety Policies: Boys & Girls Club of Placer County maintains comprehensive safety policies that protect youth, including but not limited to policies on supervision, transportation, communication and prohibition of one-on-one contact.

24-hour Toll-free Child Safety Hotline: We encourage all staff, members and families to report any incident or situation they feel is unsafe. Through our national partnership with Praesidium, one of the nation's leading safety experts, Boys & Girls Club of Placer County members and staff have access to a confidential 24-hour toll-free Child Safety Hotline at 866-607-SAFE (7233) or SafeClub@Praesidiuminc.com.

Club Member Technology Acceptable Use Policy

Before a member will be allowed to use Club technology equipment or their personaldevice, both the memberand his/her parent/guardian will need to read and sign the Technology Acceptable Use policy and return it to the Club. Under theTechnology Acceptable Use policy,the following relevantprinciples shall apply:

Club devices shall include any and all Club-owned existing and/or emerging technologies and devices that can take photographs, play, and record audio or video, input text, upload and download content and/or media and transmit or receive messages or images.

Personally, owned devices shall include any and all member-owned existing and/or emerging technologies and devices that can take photographs, play and record audio or video, input text, upload and download content and/or media and transmit or receive messages or images.

Club purposes shall include program activities, career development, communication with experts and/or Club peer members, homework, and Club activities. Members are

expected to act responsibly and thoughtfully when using technology resources. Members bear the burden of responsibility to inquire with staff when they are unsure of the permissibility of a particular use of technology prior to engaging in its use.

Authorized use: Club devices and personally owned devices are permitted for use during approved Club times for Club purposes and in approved locations only. The Club expressly prohibits the use of Club devices or personally owned devices in restrooms, and other areas where there is an expectation of privacy.

Appropriate use: Members may not use any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their peers or others in their community. Any inappropriate use of a Club or personally owned device, as determined by Club staff, can lead to disciplinary action including but not limited to confiscation of the device, immediate suspension from the Club, termination of membership or other disciplinary actions determined to be appropriate to the Club's existing disciplinary policies including, if applicable, referral to local law enforcement. Members must be aware of the appropriateness of communications when using Club or personally owned devices. Inappropriate communication is prohibited in any public or private messages, as well as material posted online. Inappropriate communication includes but is not limited to the following:

- Obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by members;
- Information that could cause damage to an individual or the Club community or create the danger of disruption of the Club environment;
- Personal attacks, including prejudicial or discriminatory attacks;
- Harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others;
- Knowingly or recklessly posting false or defamatory information about a person or organization; or
- Communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices.
- If a member is told to stop sending communications, that member must cease the activity immediately.

Cyberbullying, which is defined as bullying that takes place using emerging technologies and devices that is determined to disrupt the safety and/or well-being of the Club, Club members, Club staff or community is subject to disciplinary action.

Examples of cyberbullying include, but are not limited to:

- Harassing, threatening or hurtful text messages, emails,or comments on social media.
- Rumors sent by email or posted on social networking sites.
- Embarrassing pictures, videos, websites, orfakeprofiles.

Members may not attempt to gain unauthorized access to the Club's network, or to any other computer system through the Club's network. This includes attempting to log in through another person's account or accessing another person's files. Members may not use the Club's network to engage in any illegal act, including, but not limited to, arranging for the purchase or sale of alcohol, tobacco, or other drugs; engaging in criminal activity; or threatening the safety of another person. Members may not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses.

Monitoring and inspection: Boys & Girls Clubs reserves the right to monitor, inspect, copy, and review any personally owned device that is brought to the Club. Parents/guardians will be notified before such an inspection takes place and may be present, at their choice, during the inspection.

Parents/guardians may refuse to allow such inspections. If so, the member may be barred from bringing personally owned devices to the Club in the future. Boys & Girls Club of Placer County reserves the right to monitor, inspect, copy, and review files stored on Club-owned devices or networks.

Loss and damage Staff are not responsible for the security and condition of the member's personal device. Furthermore, the Club is not liable for the loss, damage, misuse, or theft of any personally owned device brought to the Club.

Parental notification and responsibility: While the Boys & Girls Club of Placer County Technology Acceptable Use Policy restricts the access of inappropriate material, supervision of internet usage might not always be possible. Due to the wide range of material available on the internet, some material might not fit the particular values of members and/or their families. Because of this, it is not considered practical for Boys & Girls Club of Placer County to monitor and enforce a wide range of social values in student use of the internet. If parents/guardians do not want members to access information beyond the scope of the Technology Acceptable Use Policy, they should instruct members not to access such materials.

Digital citizenship: Club members shall conduct themselves online in a manner that is aligned with the Boys & Girls Club of Placer County Code of Conduct. The same rules and guidelines members are expected to follow offline (i.e., in the real world) shall also be followed when online. Should a member behave online in a manner that violates the Boys & Girls Club of Placer County Code of Conduct, that member shall face the same discipline policy and actions they would if their behavior had happened within the physical Club environment.

Club-owned-and-operated technology: Members are expected to follow the same rules and guidelines when using Club-owned technology. Club technology and systemsare the propertyof the Club, are intendedto be used for Club purposes and are to be used during approvedtimes with appropriate supervision. Club members shallnever access or use Club technology orsystems without priorapproval.

Digital citizenship andtechnology safety training: All members who wish to use a Boys & Girls Clubs device or equipment will be requiredto successfully completea BGCA-provided digital citizenship and technology safety training.This training is required forall members annually.

Parents/Guardians are responsible for reviewing the technology policy with their child.

We Look Forward to a Great Summer!