Universal Signature Form

As a part of online registration, this document must have physical signatures per Colorado State licensing requirements. Online registration is NOT complete until this form and the Financial Responsibility Form, a copy of the birth certificate, immunizations records, and a current photo are submitted. A separate form is needed per each child registered.

MEDICAL RELEASE:
In case of an emergency involving the child on this enrollment form, I authorize Kids Club 360 to use the information in the medical section for emergency medical treatment under the following conditions:

1. An emergency or unanticipated condition requiring actions for the preservation of the life or health of my child, and
2. Reasonable attempts to contact Parent/Guardian/Emergency Contacts have failed.

Parent Signature: __________________________    Date: ___________________

Parent Signature: __________________________    Date: ___________________

INTOXICATED PERSONS AT PICK UP:
For the safety of the children, the Kids Club 360 has established a procedure in the event of anyone attempting to pickup a child while under the influence of or impaired by alcohol or drugs. If a staff person suspects intoxication, a conversation will take place and they will call an authorized contact from the child’s packet to pick up. If the individual insists on leaving with the child, the staff will immediately contact law enforcement and advise them of the situation. Failure to comply with this policy could result in termination of services.

________________________________________ __________________________
Parent/Guardian Signature                               Date

PERMISSION TO TRANSPORT:
I, __________________________________________________________, give permission for my child, __________________________________________________________, to be transported by foot or vehicle by Kids Club 360 in the event of an emergency situation or for field trip purposes. In signing below, I agree to release Kids Club 360 from all liability to me, my child, and my child’s personal representative, assigns and heirs for all claims and damages which my child or I may have in connection with my child’s attendance at the club. If, despite this release, my child, I, or anyone on my child’s behalf make a claim against the club, I agree to identify and hold harmless Kids Club 360 from any attorney fees, damages, or cost it may incur due to such a claim.

________________________________________ __________________________
Parent/Guardian Signature                               Date
TRANSPORTATION TO KIDS CLUB 360 SITES FROM SCHOOL:

**Transportation by D8 bus**
Transportation to our Eagleside Kids Club 360 location is provided by District 8 for **ONLY the following schools below**.

Please mark the school below that your child will be transported from.
Eagleside Elementary
___ Mesa Elementary
___ Jordahl Elementary
___ Aragon Elementary

**Transportation by D2 bus**
Transportation to our Otero and Soaring Eagles KC360 location is provided by District 2 for **ONLY the following schools below**.

Please mark the school below that your child will be transported from.
Otero Elementary
___ Oak Creek Elementary

Soaring Eagles Elementary
___ Mountain Vista Community School

**Transportation by James Irwin Charter Elementary (JICES) School bus**
Transportation to our JICES Kids Club 360 location is provided by JICES for **ONLY the following school below**.

James Irwin Charter Elementary School
___ James Irwin Charter Academy

Please fill out a transportation schedule on your child(ren) so that we are able to ensure their safety to the best of our ability.

BEFORE SCHOOL TRANSPORTATION SCHEDULE:

AM Program (circle days) -   Monday    Tuesday    Wednesday    Thursday    Friday

AFTER SCHOOL TRANSPORTATION SCHEDULE:

PM Program (circle days) -   Monday    Tuesday    Wednesday    Thursday    Friday

IF, for any reason, the transportation need for your child(ren) changes outside of their regular schedule due to an appointment, sick, etc & they WILL NOT need to be transported for a particular day, then you **MUST call to let the Director of the Site know in advance by at least 12pm of that day**. Continual failure to
communicate with the Director in regards to changes or cancellations for transportation will result in termination of transportation. This is at our discretion and for safety purposes.

POLICIES AND PROCEDURES HANDBOOK (download online):
I have read and understand the policies and procedures outlined in the Policies and Procedures Handbook. I understand and agree to abide by these policies.

Child’s Name ___________________________________   Site ____________________________
Parent’s Name__________________________________
Signature ______________________________________   Date ___________________________

KIDS CLUB 360 RELEASE STATEMENTS (Initials Required)

___ I agree to abide by the terms and conditions of the Kids Club 360 program policies as stated on this enrollment form and found in the policy handbook.

___ I release and hold the Kids Club 360 harmless for any liability, loss, injury, or other damages arising in any way as a result of the child’s participation in activities included in program activities.

___ I authorize the Kids Club 360 to transport the child named on this enrollment form to participate in the Kids Club 360 program and related activities. I understand that the Kids Club 360 may contract with a third party transportation service.

___ I authorize the Kids Club 360 to talk to current Special Education school instructors in order to promote a smooth transition of services from school to after school programming when needed.

___ I understand that it is my responsibility to report any changes regarding my employment status, address, phone numbers or other relevant information to the Kids Club 360 in a timely manner.

___ I give permission to Kids Club 360 to provide my child internet access for the site’s computer learning center. I understand the purpose of internet access is to enhance education, culture, recreation and competency in an information-driven global society. I understand my child will lose internet privileges if it is deemed necessary by KC360 staff. I understand that I can take back my permission at any time and that my permission automatically stops at the end of the one-year membership period.

___ Throughout the year, sponsors that support Kids Club 360 may want to send your family coupons, promotion items, or discounts specific to Kids Club 360 members and their families.

___ Members and family may be asked to take a non-identifying survey upon registration and asked to take additional surveys during the year.

___ I authorize Kids Club 360 to have access to my child’s school records, such as report cards for educational purposes.
___ I grant permission to Kids Club 360 for the member to be used in public relations material-names, pictures, news media coverage, and anecdotes for the purpose of education the public to the services available. I hereby give my consent to use any photographs that may be taken of my child while registered as a Kids Club 360 member. YES ________ NO _________

I HAVE READ AND AGREE TO THE POLICIES AND PROCEDURES LISTED ABOVE.

_________________________________________ ____________________
Parent/Guardian Signature                                    Date

_________________________________________ ____________________
Parent/Guardian Signature                                    Date

Authorizations
I declare that I am the parent/legal guardian of ________________________________. I have custody of this child. I understand that the membership fee that is paid to register my child in the Kids Club 360 is non-refundable. I further understand that fees for other services or programs may be charged. I realize that participation in athletics and other activities carries the possibility of severe or permanent injury. In the event my child is injured or should require medical attention, I hereby authorize the Kids Club 360 employees or volunteers to secure necessary medical treatment for my child. I further acknowledge that I will be responsible for any medical or hospital fees or costs associated with my child’s medical treatment that may proceed without further authorization.

As parent/guardian of ____________________________________________, I agree to fully abide by and cooperate with, the disciplinary policies and procedures of Kids Club 360. I understand that enrollment in Kids Club 360 is an indication that I have read and will comply with the organization’s policies and procedures handbook. I also fully understand that failure to accept responsibility for inappropriate actions either by my child or I may result in corrective action. Kids Club 360 is not responsible for lost or stolen property.

Expectations and Regulations
In order to ensure the health, safety, and welfare of all Kids Club 360 members, staff, and volunteers, the Kids Club 360 administers the following disciplinary policies and procedures:
1. The Kids Club 360 enforces the following four Codes of Conduct:
   a.) Respect yourself and other members
   b.) Respect for all staff and volunteers as employees and program leaders.
   c.) Respect for site facilities and equipment.
   d.) The following are strictly prohibited:
      1.) Cursing, swearing, racial remarks, or any other form of verbal abuse.
      2.) Fighting or any other physical abuse.
      3.) Use or possession of controlled substances, weapons, and intoxicants.
      4.) Smoking, chewing, or any other use of tobacco products.
5.) Music containing inappropriate or suggestive language.

2. Member behavioral infractions related to substance and alcohol use:
   a.) Staff identification of situation or activity:
      1.) Staff or member may witness or observe activity and share with full-time staff.
      2.) Staff consultation with involved parties; assess situation, review behavioral contract, expulsion from site and contacting parent. In accordance to guidelines for discipline; item #3.
      3.) Suspension: undetermined period of suspension from the Kids Club 360 and return only after a parent/ guardian meeting.
      4.) Follow-up meeting: staff and family establish behavioral contract and return date of member into the Kids Club 360.

Note: If the terms of the behavioral agreement are not met by the member and their family, membership rights at the site may be revoked indefinitely.

3. Infraction of any of the above, or any other action deemed inappropriate, may result in the following procedures:
   a.) Discussion: warning and description of the inappropriate action and guidance to avoid reoccurrence.
   b.) Cool Down: seating for a specific period in a specific place.
   c.) Suspension: a set period of time suspension from the site and return only after a parent / guardian meeting.
   d.) Expulsion: removal from the Club for a specific period, indefinitely, or permanently with reinstatement considered following a parent / guardian meeting.

4. Immediate suspension or expulsion may result in any situation where, in the judgment of staff, the safety of any individual is at-risk.

5. Kids Club 360 is a private membership organization and sites are NOT PUBLIC FACILITIES. Kids Club 360 reserves the right to refuse access to any person with or without cause.

By signing this I agree to follow and obey the above expectations. I understand that if I do not follow the expectations that are set forth consequences will ensue.

____________________________________________  _______________________
Child’s Signature                                    Date
____________________________________________  _______________________
Parent/Guardian Signature                            Date