



**BOYS & GIRLS CLUB
OF BRAZORIA COUNTY**

202 West First Street
Freeport, TX 77541
(979) 373-9668
www.bgcbc.com

PARENT HANDBOOK – TRADITIONAL SITES

Freeport Branch

Frontier Extension

West of the Brazos Unit

Corporate Status: Boys & Girls Club of Brazoria County is a non-profit 501(c)(3) corporation under the laws of the State of Texas, March, 1972, chartered by Boys & Girls Club of America.

Jurisdiction: The Club’s jurisdiction is Brazoria County. It is the only youth service organization with a primary emphasis to reach economically disadvantaged youth.

Administrative Office: 202 West First Street, Freeport TX 77541 (979) 373-9668 FED ID# 74-1688545

Club Management: Corporate affairs are managed by a volunteer Board of Directors. Responsibility for the management and operations of the Boys & Girls Club of Brazoria County is the Executive Director or Chief Professional Officer who is accountable to the Board of Directors.

Funding: Boys & Girls Club of Brazoria County is funded by corporate and individual donations, memorial donations, an annual fundraising campaign, an annual golf tournament, other fundraising events and the United Way of Brazoria County.

Mission Statement: To inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens.

Vision Statement: Safe havens for youth, providing generation changing outcomes.

Core Beliefs: Boys & Girls Club provides a safe place to learn and grow, ongoing relationships with caring adult professionals, life-enhancing programs and character development experiences, and hope and opportunity.

Core Program Areas:

Character Development programs to empower members 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 cultural identities.

Education and Career Development programs enable members to become proficient in basic education disciplines, apply learning to everyday situations and embrace technology to achieve success in a career.

Health and Life Skills develop members’ capacity to engage in positive behaviors that nurture their own well being, self esteem, personal goal setting and the ability to live successfully as self-sufficient adults.

The Arts enable members to develop their own creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, creative writing and the performing arts.

Sports, Fitness & Recreation develop fitness, positive use of leisure time, skills for stress management, social skills and an appreciation for the environment.

Program Sites (after school drop-in sites for ages 6-18)

Freeport Branch
311 West 4th Street
Freeport, TX 77541

Frontier Unit
Frontier Elementary
5200 Airline Drive
Angleton, TX 77515

West of the Brazos Unit
Old Brazoria Elementary
605 Nevada
Brazoria, TX 77422

For more information on the Frontier site, please contact the administration office at (979) 373-9668.

For more information on the Freeport Branch site, please contact the club at (979) 230-9716.

For more information on the West of the Brazos Unit, please contact (979) 482-7552.

To the Parents/s or Guardian/s:

Welcome to Boys & Girls Club of Brazoria County traditional after school program. We are proud to have your child(ren) as new members of this great club. This Handbook has been designed to acquaint you with our policies, procedures and guidelines. If you do not find answers to your questions in this handbook, please call the program director at the administrative office: (979) 373-9668.

The staff of all Boys & Girls Club sites are drug tested and have had a criminal and sex offender background checks to assure the safety of your child(ren).

It is our intention and goal to keep you well informed of all programs and activities. Parent meetings are held periodically. We encourage you to attend these meetings if possible. Special notices are posted on the bulletin board at each site. Please check the board weekly for notices of special events, activities, etc.

We have many volunteer opportunities and would welcome and appreciate your participation in the planning and conducting of special events. Contact the Site Director of the program Director at the administrative office for more information. As with our staff, we do require criminal background checks for volunteers working with children at any of our sites.

Hours and Days of Operation: Traditional sites are open Monday through Friday from school dismissal to 6:00 p.m. beginning the first day of the school year and continuing through the last day of the school year. The West of the Brazos site is closed for school breaks, however, as members of Boys & Girls Club of Brazoria County, your child(ren) may attend the Freeport Branch located at 311 West 4th Street, Freeport, Texas, if that facility is open during school breaks. When your child(ren) attend a new site be sure they are checked in with the Site Director, as they will need emergency information for your child(ren).

The Freeport Branch may be open with special hours during Spring Break, Summer Months (June and July) and during Winter Break. Please call the site for exact dates and hours: (979) 230-9716 or (979) 373-9668.

Holidays and Other School Closures: Frontier, Freeport Branch and West of the Brazos will be closed Christmas Eve, Christmas Day, New Years Eve, New Years Day, Columbus Day, Good Friday, Martin Luther King, Jr. Day, Independence Day, Memorial Day, Labor Day and Thanksgiving. The sites will be closed on Staff Development and Teacher Preparation Days. Please check the BISD calendar for the current school for the exact dates.

Membership and Registration: The annual membership fee is \$5.00 and must be paid with your registration. The membership year is August 1st through July 31st. All membership forms and Parent Handbook acknowledgement must be completed, signed and returned to the site before your child(ren) may participate in Boys & Girls Club of Brazoria County programs. To provide the best possible care, please be sure to provide the Site Director with any changes in emergency contact information and phone numbers.

Surveys: As part of Boys & Girls Clubs of America, we conduct an annual survey to ensure our Club's programs meet the needs and interests of your child(ren). All information provided in this survey is kept private and confidential. Your child(ren)'s participation is voluntary. Please notify the Site Director if you would prefer that your child(ren) not participate.

Arrival and Departure: The Freeport Branch, Frontier and West of the Brazos sites are Traditional Boys & Girls Clubs. ***They are not a licensed day care provider.*** Your child(ren) will always be supervised at the club site, however, *we cannot keep your child at the site if he/she chooses to leave.* Your child(ren) may arrive at the site any time after school dismissal. Members and guests must be picked up by 6:00 p.m. As a courtesy we will call your child using our PA system. If your child(ren) are too young to walk home, we will attempt to reach you or an emergency contact. If we are unable to reach you, we will call the local police department.

Parent Visitation: All parents are welcome to volunteer or attend special events, but for safety concerns, we reserve the right to limit the number and length of visits. You must check in with the Site Director before entering the club or site.

Personal Belongings and Clothing: Closed toe shoes are required when your child(ren) participates in any athletic or outdoor activities. Boys & Girls Club of Brazoria County is not responsible for lost or stolen articles. If a possession is valuable, we recommend that your child(ren) leave it at home. Found articles will be kept at the site for up to two weeks after which time, any unclaimed items will either be donated or thrown away.

Transportation: If transportation is provided by **BISD**, it is a privilege not a requirement. All ineligible students riding on a space available basis must ride the assigned bus and will be on a zero tolerance conduct status. **There will be no exceptions.** Zero tolerance means if the student gets one safety report for breaking the bus rider policies they can not ride the bus for the remainder of the school year. This policy applies to any Boys & Girls Club members being transported to our Club sites.

Discipline and Guidance

Discipline and Guidance: Boys & Girls Clubs are about kids and we realize kids will be kids. We know there is going to be minor pushing, shoving or arguing, but we will do our best to make this a great experience for your child(ren) and to always be a “Positive Place for Kids.” There are Club Guidelines that define major conduct violations. Please review these with your child(ren). Our staff will implement the following guidelines:

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| • Smoking | Confiscate the items and call the parents |
| • Drugs or Alcohol | Confiscate the items and call the police |
| • Weapons | PERMANENT SUSPENSION |
| • Disrespect toward Staff of Volunteers | First Offense – time out
Second Offense – parent notification and one day suspension

Third Offense – Immediate 3-day suspension and meeting with parents |
| • Fighting (Physical,, kicking, biting, hitting, etc.) | Not witnessed by staff – time out for all involved
Witnessed by Staff – Immediate 3-day suspension for all involved, and meeting with parents |
| • Play Fighting | Play fighting is dangerous and will be treated as above |
| • Ignoring Suspension | If a child returns to the site on a day he/she has been suspended and a parent does not come to pick up the child, a day will be added to the suspension |

If a parent cannot be reached, the member will be placed in in-house suspension and/or suspended from the Club for one or more days

Suspension of Membership: Boys & Girls Club of Brazoria County is responsible for ensuring the safety of our members who use or participate in activities and programs at our sites. **We reserve the right to refuse use of or attendance at our sites, programs or activities.** Any member, parent or guardian who has been accused of assaultive offenses or sexual indecency offenses may not be allowed to attend or visit a Club site. A member who is on probation for assaultive offenses or sexual indecency offenses will have his/her membership suspended and may not attend or visit any Boys & Girls Club site.

File with membership application

Parent Handbook Acknowledgement Receipt

I have received a copy of the Parent Handbook. I hereby agree and acknowledge by my signature below that I have reviewed and will review and discuss the rules and expectations governing Member's behavior while attending or participation in Boys & Girls Club activities or programs with my child(ren). I also agree to accept the consequences outlined in the Discipline and Guidelines section of this Handbook.

Parent or Guardian

Date

Member's Name

Office Use Only

Paid: \$ _____ Cash _____ Check _____ Cash Receipt # _____

Received By: _____