



**NMCDC**  
 1500 Burns St  
 Missoula, MT 59802  
 # 406-829-0873  
 nmcdc.org

## SUMMER KIDS CLUBHOUSE 2021 Registration Form

*Please print neatly and fill out all information completely for all children from your household who will attend Kids Clubhouse! Bring your completed physical copy with you to any Clubhouse site. (Please don't email registration forms or bring them by the NMCDC office.)*

### Youth Participant Info

#### Child #1

First Name	Last Name	Birthday	Age
School	Grade	Ethnic heritage (optional)	Gender and pronouns (e.g., he/him, she/her, they/them)

#### Child #2

First Name	Last Name	Birthday	Age
School	Grade	Ethnic heritage (optional)	Gender and pronouns (e.g., he/him, she/her, they/them)

#### Child #3

First Name	Last Name	Birthday	Age
School	Grade	Ethnic heritage (optional)	Gender and pronouns (e.g., he/him, she/her, they/them)

#### Home address of children

Street address	City and State	Zip code	Phone

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*Children's head of household*

Name	Occupation/Employer	Best Phone #	Email

*Parent/Guardian*

Name	Occupation/Employer	Best Phone #	Email
Address <i>(if different from child)</i>	City and State	Zip code	

**VERY IMPORTANT!**

MEDICAL ISSUES/ALLERGIES (LIST NAMES)

\_\_\_\_\_

MEDICATIONS CHILD IS TAKING (LIST NAMES)

\_\_\_\_\_

PREFERRED PHYSICIAN

\_\_\_\_\_

PREFERRED HOSPITAL/CLINIC

\_\_\_\_\_

PHYSICIAN PHONE # \_\_\_\_\_

HOSPITAL/CLINIC PHONE # \_\_\_\_\_

## **UNDERSTANDING OF BURNS STREET KIDS CLUBHOUSE AND THE NORTH-MISSOULA COMMUNITY DEVELOPMENT CORPORATION**

TO PARENTS OR GUARDIANS OF MINOR ~

### WAIVER OF LIABILITY AND DISCLAIMER:

In consideration of my child's participation in the activities and special programs or events of the North-Missoula Community Development Corporation (NMCDC), as parent or guardian of named minor, my heirs, executors, administrators and assigns, I waive, release and discharge any and all rights and claims of damages against the North-Missoula Community Development Corporation and or its sponsors for all claims arising or resulting from traveling, participation and / or being involved in the program or activities. I attest and verify that I have full knowledge of the risks involved in said participation and that I will on behalf of the said participant assume and pay any medical or emergency expenses in the event of accident, illness or other incapacity regardless of whether I have authorized such expenses. I attest that my child is physically fit and sufficiently able to participate in the programs or activities of the North-Missoula Community Development Corporation's Kids Clubhouse in conjunction with other youth.

ACKNOWLEDGMENT AND CONSENT OF PROGRAM PHOTOGRAPHY: I acknowledge that the North-Missoula Community Development Corporation and or its sponsors may utilize photographs of the member, which may be taken during involvement in the North-Missoula Community Development Corporation's programs or activities. I consent to such uses & hereby waive all rights to compensation.

DISCIPLINARY POLICY OF KIDS CLUBHOUSE: I UNDERSTAND that the policy of Kids Clubhouse is to keep every participating child safe, and any act of violence or aggression by a child while at Kids Club will not be tolerated. The staff of Kids Clubhouse/NMCDC reserves the right to ban any participant from attending Club, for the amount of time staff deems necessary, if staff deems the participant as a danger to themselves or others.

ACKNOWLEDGEMENT AND CONSENT: I UNDERSTAND that the Kids Clubhouse is a neighborhood drop-in site.

1. This means that children who come to this club site under their own power (e.g., alone on bus or bike) have the ability to come and go as they choose. Once a child has signed out with Kids Club Staff, they may leave under their own power - but cannot return for the rest of the day. If I allow my child to get to this site under his or her own power I understand that the staff and volunteers will not require my child to remain on site until the close of program, and that when my child leaves the program location they are no longer under the supervision of the

North Missoula Community Development Corporation staff or volunteers.

2. Children who are brought to the site by an adult will be required to stay on site until an adult who is authorized by a parent or guardian arrives to retrieve them before the end of the program.

**EMERGENCY AUTHORIZATION:** I, the undersigned (or as parent or guardian of the participant, a minor), hereby authorize the staff of the North-Missoula Community Development Corporation or its sponsors and/or volunteers, coaches, trainers, activity supervisors, instructors and vehicle driver as my agents, to consent to medical, surgical or dental examination and/or treatment. In case of emergency, I hereby authorize treatment and/or care at any hospital or by licensed medical personnel. Program staff will NOT medicate children. Parents/guardians are ENTIRELY responsible for medications and for personally arranging for or ensuring the proper and timely medication of their children.

NOTE: Your signature acknowledges that you have read and accept the policies of the Kids Clubhouse as described above.

**THIS REGISTRATION WILL NOT BE ACCEPTED UNLESS SIGNED BY PARENT/GUARDIAN.**

<i>Parent/Guardian Printed Name</i>	<i>Parent/Guardian Signature</i>	<i>Date Signed</i>

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## NMCDC Summer Kids Clubhouse Emergency Authorization Form

*PLEASE FILL OUT THIS FORM COMPLETELY FOR YOUR CHILD'S SAFETY AND WELL BEING.*

In the event of an emergency we will try to contact individuals in the following order: 1. Parents/guardians, 2-4. Other people authorized on this list. Please be thoughtful of the people you select and make sure that they have been informed of their responsibility. Update this form as needed so that it is current.

IF YOU ARE LATE AND HAVE NOT CONTACTED THE NORTH-MISSOULA COMMUNITY DEVELOPMENT CORPORATION, the following procedure will be initiated. After ten

minutes, if the parent/guardian has not made contact, the staff will begin to make phone calls in the order listed above for emergencies. The staff will release your child to someone on the emergency/authorization list if they are unable to contact a parent or guardian. After 30 minutes, if the staff is unable to reach anyone on your emergency/authorization list to arrange for the child's transport home, Child Protective Services will be contacted. This is our last resort and not anything we want to do. Please make sure your contact list is responsible and willing to step up to help you and your children if an emergency situation should occur.

### Emergency/Authorization List

#### 1. Parent or Guardian

Name	Address	Phone (cell)	Phone (home)	Relation to child

#### 2. Other Authorized Emergency Contact

Name	Address	Phone (cell)	Phone (home)	Relation to child

#### 3. Other Authorized Emergency Contact

Name	Address	Phone (cell)	Phone (home)	Relation to child

#### 4. Other Authorized Emergency Contact

Name	Address	Phone (cell)	Phone (home)	Relation to child

## Kids Clubhouse Rules

Initial to indicate understanding.

- \_\_\_ 1. All participants must have completed and signed registration forms and waivers.
- \_\_\_ 2. Participants must sign in on arrival and sign out before leaving. Sign in/out are done verbally, then staff records in the day's attendance log.
  - \_\_\_ a. If a child comes of their own power (alone), they must sign themselves in and out with staff but can leave at any time.
    - i. Any other arrangements must be communicated to staff by phone or signed note.
  - \_\_\_ b. If a child is brought to Kids Clubhouse by an adult, they will be required to stay on site until an adult who is authorized by a parent or guardian arrives to retrieve them before the end of the program.
    - ii. Any other arrangements must be communicated to staff, either in-person during drop-off (and recorded on the attendance sheet) or by phone to staff.

## Kids Clubhouse COVID-19 Rules

Initial to indicate understanding.

All guardians and participants must understand and agree to follow these rules and protocols, which are in place to prevent the spread of COVID-19 at Kids Club and in our community. These rules may change at any time and all guardians and parents will be notified if they do. Refusing to follow these guidelines may be grounds for asking the child(ren) to not return to Kids Club.

- \_\_\_ 1. If a child is experiencing symptoms of COVID-19 or if they are a “close contact” of someone who has tested positive for COVID-19, they cannot come to Kids Clubhouse. Guardians cannot knowingly send a sick child - or a child who has been in contact with someone having or suspected of having COVID-19 - to Kids Clubhouse.
- \_\_\_ 2. Kids will get a verbal “health assessment” done at the start of each day.
  - If a guardian is present, they will be asked to help complete the verbal health assessment.

If you wish to ask questions about the program in general, outside of program hours, please email [kids@nmcdc.org](mailto:kids@nmcdc.org) or call 290-9958