Dear Parents/Guardians and Club J participants,

Welcome to Club J! Prior to the start of Club J on August 5th, it is extremely important that the following paperwork is completed. We understand that the forms can be time consuming; Arizona State Law requires that they be filled out completely. If you have any questions, please contact the Youth Department at 480-634-4949.

The following paperwork is enclosed in this packet:
- Club J Registration Form
- AZDHS Emergency Blue Card
- Immunization records or exemption form
- Club J Contractual Agreement
- Get To Know You form
- Swim Waiver
- Behavior Agreement
- Rockwall Waiver
- School Calendar

Checklist of forms to be returned to the Youth Department
- [ ] Club J Registration Form
- [ ] AZDHS Emergency Blue Card
- [ ] Immunization Record
- [ ] Club J Contractual Agreement
- [ ] Get to know you form
- [ ] Swim Waiver (for Water Wednesdays and some half days)
- [ ] Behavior Agreement
- [ ] Rockwall Waiver

All forms in this packet are due prior to the child(ren)’s start of Club J
ADDITIONAL “NEED TO KNOW” CLUB J INFORMATION

SCHOOLS WE CURRENTLY SERVE:
Walk-Over: Pardes, Sonoran Sky
Club J Van: Copper Canyon, Cherokee, Sandpiper, Sequoia and Cheyenne.

Is your school not listed?
* To add a Club J pickup at your school, contact the Youth Department to see if we can add to our current route.

CLUB J HOURS
Monday through Thursday, 3pm – 6pm
Friday, 3pm – 5pm

NOTE: See Club J Calendar for specific holiday closures, half-day schedule, and camp availability.

LATE FEE: Students picked up after 6:05pm Monday-Thursday, 5:05pm Friday will be charged at a rate of $1.00 per minute.

HOLIDAY CAMPS: Veteran’s Day, MLK Day, President’s Day
(Included at no charge for “5 Day a Week Families”, AM/PM Care included)
Club J Information:

Who
Club J serves students grades K-4 and provides service to public, charter and private schools within the Scottsdale and PV School Districts. Contact the Youth Department to see if we currently provide transportation to your school or learn how we can add your school to our route.

What
Club J is an after-school program which allows students to be engaged with a variety of activities ranging from sports, cooking, crafts as well as homework help, science and even swim! What makes Club J unique is our highly-trained staff and our low ratios. Our exceptional team are not only background checked, fingerprint cleared and trained in first aid and CPR, but also are skilled in working with elementary age students. Because we provide a low ratio, staff naturally get to know all students, and in turn develop authentic connections.

When
Club J operates 5 days a week. M-Th after-school until 6pm, 5pm on Fridays; half-days and certain school holidays included! Options also available for 2, 3, and 4 day enrollment.

Where
Club J’s home is located in its own dedicated secure youth wing at the Valley of the Sun JCC in Scottsdale. Students can be found working on homework in the homework room, playing chess or creating slime in the main activity space, enjoying a game of gaga on the gaga pit, utilizing the indoor or outdoor basketball courts, as well as participating in team-building activities in the social hall and gym.

Why
Our genuine family connections, engaging staff, and unparalleled facility combine to make Club J your kid’s home away from home.

How
Complete the enrollment packet today.
Questions? Contact the Youth Department at youth@vosjcc.org. 480-634-4949
**Club J Policy and Procedures:**

**Picking up your child –**
All participants in Club J must be signed out daily by an adult listed on their Emergency Contact Card. If you need to add an authorized adult to pick up your child, email youth@vosjcc.org so we have the authorization in writing.

**Late Fee**
A charge will be assessed for late pick-up of children at $1.00 per minute after 6:05pm (5:05pm on Fridays). This fine will be automatically billed to your account.

**Absences**
If your child will not be attending Club J on their regularly scheduled day, a phone call or email must be made/sent to the Youth Department. Correspondences must be received by 12pm on regular scheduled days and 10am on early dismissal days.

**A $10.00 no call fee will be assessed for failure to call or late calls.**

**Discontinuation of Services**
In the event that the JCC determines that enrollment or continued participation in JCC programs or services is not appropriate, the JCC reserves the right to discontinue service. In such a circumstance, any unused portion of service fees paid to date will be refunded.

**Snacks**
Snacks are provided for students at Club J once a day, such as crackers, fruit, or cheese. All snacks are Kosher and nutritious. The children frequently prepare their own snacks as part of a cooking activity as well. If your student has any dietary restrictions (i.e. follows a gluten free diet), please feel free to provide your own snacks.
CLUB J REGISTRATION FORM
2019/20 SCHOOL YEAR

Club J is The J's afterschool program and provides K-4 students with fun, educational and rewarding programs. It is offered five days a week with walk-over and transportation options at select schools.

To register your child for Club J, complete this registration form and return it to the Youth Department by fax, email, mail or in person with the following items:

☐ DHS Emergency Contact Card  ☐ Current Immunization Records

☐ Annual Registration Fee $75

Registration is not complete and your child will not be considered enrolled until all documents have been filled out and returned to the Youth Department, the registration fee paid, and the registration form filled out.

PARENT/CHILD INFORMATION  (Complete one registration form per child)

Child’s Name   DOB   Club J Start Date:

Address   City   Zip

Grade in Fall ’19   School Attending   Release Time

Guardian 1 Name   Cell Phone #   Secondary Phone #

Email

Guardian 2 Name   Cell Phone #   Secondary Phone #

Email

Which guardian should we contact first in case of emergency/incident?

Check if sibling will be attending  ☐   Sibling Name

Payment & Cancellation Policy

Club J is a 10-month program with equalized payments occurring monthly from August through May. Monthly fees are automatically charged on the 3rd business day of the month; no refunds for partial months or unused days. Please initial the following:

All changes or cancellations must be submitted in writing 30 days prior to the next billing date. No exceptions. 5% Club J sibling discount for members only. Returned checks/ payments subject to a $25 fee. Unpaid balances (after the 15th) are subject to a $25 late charge per week. All credit card payments subject to a 2.5% convenience fee.

If a child does not complete the program at The J’s recommendation, a refund will be issued for the unexpired days of the program. If the child is withdrawn from Club J before the end of the program at the parents’ request, no refund will be provided. A written notice of withdrawal must be submitted to the Youth Department at least thirty days prior to last day of attendance. A $100 early withdrawal fee will be assessed.

Parent/Guardian Signature   Date

Annual Registration Fee $75

Club J AFTERSCHOOL PRICES

<table>
<thead>
<tr>
<th># Days Attending Per Week</th>
<th>Member Pardes/SS</th>
<th>Guest Pardes/SS</th>
<th>Member w/ Transportation</th>
<th>Guest w/ Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Days</td>
<td>$125/mo</td>
<td>$190/mo</td>
<td>$200/mo</td>
<td>$265/mo</td>
</tr>
<tr>
<td>3 Days</td>
<td>$175/mo</td>
<td>$245/mo</td>
<td>$255/mo</td>
<td>$325/mo</td>
</tr>
<tr>
<td>4 Days</td>
<td>$227/mo</td>
<td>$294/mo</td>
<td>$310/mo</td>
<td>$375/mo</td>
</tr>
<tr>
<td>5 Days</td>
<td>$278/mo</td>
<td>$358/mo</td>
<td>$360/mo</td>
<td>$432/mo</td>
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</tbody>
</table>

Walk-Over Only $40/mo

Payment Method

☐ Amex  ☐ Visa  ☐ Mastercard  ☐ Check

Card Number

Exp. Date   Security Code   Zip

Signature

Print Name

For questions, contact youth@vosjcc.org or call 480.634.4949.
In case of injury or sudden illness, I request that this individual be called first:

The following individual(s) may NOT remove my child from the facility:

Custody papers have been provided and are on file at the facility.  

Telephone Authorization Code (optional): ________________
Immunization Information
(A licensee shall attach an enrolled child's written immunization record or exemption affidavit to the enrolled child's Emergency, Information and Immunization Record card.)

For information regarding current immunization requirements go to: www.azdhs.gov/phs/immun/index.htm or contact the Arizona Immunization Program Office at (602)364-3630.

One of these items must accompany the EIIR card at all times:

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
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<tbody>
<tr>
<td></td>
<td>Copy of current official documented immunization record attached</td>
</tr>
<tr>
<td></td>
<td>Religious Beliefs exemption form signed by parent/guardian attached</td>
</tr>
<tr>
<td></td>
<td>Medical Exemption form signed by physician and parent/guardian attached</td>
</tr>
<tr>
<td></td>
<td>Signed Laboratory Proof of Immunity form attached</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Notification of immunizations needed sent to Parent(s) or Guardian(s):</th>
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<tbody>
<tr>
<td></td>
<td>mo/day/yr mo/day/yr mo/day/yr</td>
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<table>
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<tr>
<th></th>
<th>Updated immunizations received and attached:</th>
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<tbody>
<tr>
<td></td>
<td>mo/day/yr mo/day/yr mo/day/yr</td>
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</table>

Medical Information

<table>
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<tr>
<th></th>
<th>Is child allergic to food or other substances?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No ☐ Yes ☐</td>
</tr>
<tr>
<td></td>
<td>If yes, describe symptoms, name foods or substances to be avoided, and the procedure to follow if reaction occurs:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Is child usually susceptible to infections and if so, what precautions need to be taken?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No ☐ Yes ☐</td>
</tr>
<tr>
<td></td>
<td>If yes, list precautions:</td>
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</tbody>
</table>

<table>
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<tr>
<th></th>
<th>Is child subject to convulsions and what should be our procedure if one occurs?</th>
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<tbody>
<tr>
<td></td>
<td>No ☐ Yes ☐</td>
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<tr>
<td></td>
<td>If yes, specify procedure:</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th></th>
<th>Is there any physical condition that we should be aware of and what precautions should be taken (heart trouble, foot problem, hearing impairment, hernia, etc.)?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No ☐ Yes ☐</td>
</tr>
<tr>
<td></td>
<td>If yes, list precautions:</td>
</tr>
</tbody>
</table>

Additional comments:

Other special instructions:

This Emergency Information and Immunization Record Card is accurate and complete, front and back, and was provided by:

<table>
<thead>
<tr>
<th>Parent/Guardian PRINTED Name:</th>
<th>SIGNED Name:</th>
<th>DATE:</th>
</tr>
</thead>
</table>
Youth Services Department – Club J Contractual Agreement:

Child’s Name: __________________________
As a parent/legal guardian of the student indicated above, I understand and agree to the following policies:

- I understand that this is a contract that extends until the end of the school year. I understand and acknowledge that the JCC will be contracting for services that will be provided to my child based on enrollment, and I understand that I am contractually obligated to pay the tuition for the full year even if my child misses day(s) due to illness or if I withdraw my child. I further acknowledge that there are no allowances made for absences or for school holidays.

- Registration cannot be processed without the full appropriate deposits or with an outstanding balance from any JCC program.

- All fees are nonrefundable and non-transferable.

- If a child does not complete the program at the JCC’s recommendation, a refund will be issued for the unexpired days of the program. If the child is withdrawn from Club J before the end of the program at the parents’ request, no refund will be provided. A written notice of withdrawal must be submitted to the Youth Department at least thirty days prior to last day of attendance. A $100 early withdrawal fee will be assessed.

- If your child will be absent from Club J on their regularly scheduled day, a phone call or email must be made/sent to the Youth Department. Correspondences must be received by 12pm on regular scheduled days and 10am on early dismissal days. Failure to communicate information will result in a $10 “no call” fee.

- Every child must have a current Emergency Contact Form and Immunization on file prior to the first day of attending Club J.

- The JCC Youth Department may use any photo, slide or quote privately and/or in JCC publications and general media.

- I authorize the Club J staff to transport my child from school to The J (if applicable).

- In case of sudden injury or illness, I hereby give authority to any hospital or doctor to render immediate aid as may be required at the time for my child’s health and safety. I understand that medical expenses are my responsibility. I hereby assume all risks (injury or illness) for my child and family members that may occur during participation in any activity or use of facilities owned or rented by the JCC. I hereby agree to in no way hold the management of the JCC, agents or employees liable for lost or damaged belongings or injury that my child may sustain.

__________________________________________  Date ____________
Signature of parent/legal guardian
Club J Behavior Agreement

I agree to follow the rules and behavior guidelines of the Club J. Program rules include, but are not limited to the following:

1. I will be respectful of my fellow students and all program staff. This means that I will speak to others in a respectful manner and tone of voice, I will follow directions and I will not cause or threaten physical harm towards others. I understand that disrespectful behaviors include, but are not limited to, hitting, punching, kicking, biting, spitting, swearing, lying and refusing to listen to the Club J staff.

2. I will be respectful of the Valley of the Sun JCC grounds, the Youth Wing, places we may visit and the belongings of others. This means that I will not litter, vandalize, steal or destroy items that do not belong to me.

3. I will not use or bring the following: matches and lighters; tobacco, alcohol and other drugs; firearms and other weapons (real or pretend). I understand that if I do so, I may be asked to leave the Club J Program.

4. Personal Belongings: I will keep personal items such as cell phones, toys (i.e. Fidget spinners, Pokémon cards, or other items of value) in my backpack. * If you bring these items to Club J they will be confiscated and held at the front desk until parent pickup. Medication, including inhalers, must not be kept in my backpack but given to Club J staff for safe storage.

5. I agree to follow all Club J program rules including those that are not listed on this behavior agreement. I agree to keep my hands and body to myself and respect other student's personal property and belongings.

Students: With a parent, I have read the Club J Behavior Agreement and I agree to follow the rules. I understand that not following these rules will result in consequences to my actions. Consequences may include: exclusion from participation in certain activities, not being allowed at Club J for a period of 1 day, or in extreme situations discontinuation of Club J.

Parents: By signing this document you are acknowledging that you have read and understand the rules listed above, that the consequences listed above may be imposed at any time, and that you will arrange for your child to be removed from Club J if the Director requests for you to do so.

Student's Name (printed) ________________________________

Student's Signature _______________________________ Date __________

Parent's Signature _______________________________ Date __________
GET TO KNOW YOU

Please take a few minutes to answer the following questions about your child.

Child’s Name: ___________________________ Nickname: ___________________________

Birthday: ___________________________

Parent/Guardian 1: ___________________________ Contact# ___________________________

Email address: ___________________________

Parent/Guardian 2: ___________________________ Contact# ___________________________

Email address: ___________________________

What activities does your child enjoy doing?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

It is our goal to provide a positive experience for all children enrolled in our programs. Use this as a chance to write a short letter to our youth department staff. Here are some questions to consider: what is unique about your child? Anything to remind them about (bathroom, behavior tools, noise sensitivity)? Behavior issues? Likes and dislikes? What motivates them? How does he/she respond to new challenges or change?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Rock Wall

In consideration of being able to participate in the Rock Climbing program at The Valley of the Sun Jewish Community Center (VOSJCC), the undersigned, on his or her own behalf, and on behalf of any executors, heirs, successors and assigns hereby acknowledges and agrees as follows: The undersigned knowingly and fully assumes all risks, known and unknown, associated with participation in Rock Climbing at the JCC and waives all claims for damage to person or property arising from such participation. This release and waiver covers risks of death, serious injury and property loss whether arising from: (i) negligence or carelessness on the part of the persons or entities being released and other participants, or (ii) dangerous or defective equipment; The undersigned certifies that he or she is physically fit and may participate in the activities available at The JCC and has not been advised otherwise by a qualified medical person; The undersigned on his or her behalf and on behalf of any executors, heirs, successors and assigns hereby releases, discharges and hold harmless the VOSJCC and its managers, members, directors, officers, agents, employees, and representatives from any and all claims, damages or liability, including reasonable attorneys’ fees and costs, arising from death, disability, personal injury, property damage or theft, or actions of any kind; The undersigned agrees to comply with the rules and conditions of participation expressed or posted at the VOSJCC. If the undersigned observes any significant hazard during such participation, the undersigned will promptly inform an employee of the VOSJCC; and the undersigned acknowledges that this release and waiver of liability form will be used and relied upon by the Companies and that it will govern the undersigned’s actions and rights.

The undersigned parent and/or guardian does hereby represent that he/she is, in fact, acting in such capacity and agrees to save and hold harmless and indemnify each and all of the parties referred to above of all liability, loss, cost, claim or damage whatsoever which, including reasonable attorneys’ fees and costs, may be imposed upon the foregoing parties because of any defect in or lack of such capacity to so act, and releases the foregoing parties on behalf of the minor and the parents or legal guardian.

Participant’s Name(s) _____________________________ Date of Birth _____/___/_____  

Parent/Guardian Signature _____________________________ Date _____/___/_____
2019 SWIM WAIVER

During designated swim time, campers are supervised by JCC certified lifeguards as well as Camp staff. We take safety seriously and campers will be expected to follow pool and safety rules at all times.

Please circle below giving permission for your child to participate in swim activity:

1. My child has permission to participate in Camp swim activities. Y / N

2. My child can swim. Y / N
   If YES, has your child had previous swim lesson instruction? Y / N
      o If yes, where?
      o What was the last completed level?

I agree to waive all causes of action, claims, damages, demands, expense, liabilities that I/my family may have against the Valley of the Sun JCC arising out of my child’s participation in any swimming activity. I further agree that in no event shall VOSJCC managers, officers, or employees be liable for any claim, cause of action, damage, demand, expense, fine, liability, or penalty arising out of any swimming activity. The term “swimming activity” shall mean swimming in the pool, wading in the pool, playing in the pool, diving into the pool, jumping in the pool, as well as any activity occurring on the pool deck and on the pool’s property.
I further agree to defend, hold harmless and indemnify the VOSJCC and its managers, officers from any claim, cause of action, damage, demand, expense, fine, liability or penalty arising out of my child’s inability to swim

RELEASE OF LIABILITY
I/we understand that my child’s participation in any swim activity is at his or her own risk. All disputes that may arise out of this relationship, including but not limited to whether based on tort, contract, statute, equitable law or otherwise, shall be submitted in binding arbitration.

Print Name: ___________________________ Parent Signature: ___________________________

Date: ______________________

Child’s Name: _______________________

Child’s Grade as of 08/19: ________________