

# Membership Enrollment Form 2023-2024

Girl Name	Age	Date of Birth	Grade in August 2023	School in August 2023
Home Address	City	State		Zip Code
Parent or Guardian Name (1)		<input type="checkbox"/> <i>Lives with child</i> <input type="checkbox"/> <i>Responsible for payment</i>		Email
Primary Phone Number	Work Phone	Phone 3		
Parent or Guardian Name (2)		<input type="checkbox"/> <i>Lives with child</i> <input type="checkbox"/> <i>Responsible for payment</i>		Email
Primary Phone Number	Work Phone	Phone 3		

**In addition to parents/guardians, the following adults (18 years and older) are authorized to take this child from the facility. These names also serve as emergency contacts and should be available for immediate pick-up.**

Name	Phone Number	Name	Phone Number
Name	Phone Number	Name	Phone Number

### Health and Wellness Information

List and explain all allergies:

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List all medications taken by your child:

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List all special needs or conditions:

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Please share any information that will help us provide a safe and enriching experience.

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Please describe your child's swimming level:

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Medical Insurance Name:	Physician Name:	Dentist Name:
Policy Number:	Physician Phone:	Dentist Phone:

### ACKNOWLEDGEMENT

I have read the admissions agreement, reviewed for accuracy the completed application form, and I understand the policies associated with membership to Girls Inc. of Carpinteria. I request my child be admitted into membership.

Parent/Guardian Name (please print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Girls Inc. of Carpinteria 2023-2024 Admissions Agreement**

**Payment Policies & Procedures**

INITIALS

\_\_\_\_\_ **Membership Fee:** A non-refundable annual membership fee of \$35.00 is due at time of registration for all programs and is valid from June to June on an annual basis.

**Full-Time/Part-Time defined:**

**After-school Program**

- Full-time attendance is three or more days per week.
- Part-time attendance is one or two days per week.

**Summer Day Camp**

- Full-time attendance is five days per week 8:00AM-5:30PM

**Early Drop-off**

- Morning Drop-off at 7:30AM five days per week.

Program	Full Time:	Part Time :
After School Enrichment (TK-8th)	3-5 days a week \$550 monthly	2-1 days a week \$250 monthly
Summer Day Camp (K-8th)	\$200 Weekly, 8:00-5:30. No partial schedules	
Additional fee may apply for specialty sports camps		
Additional fees may apply for weeklong breaks or single holidays		

\_\_\_\_\_ **Financial Assistance:** Limited Scholarships are available at the beginning of each year. Scholarships apply to all programs including breaks . You may request a financial aid application at the front desk.

\_\_\_\_\_ **Payment Due Date & Frequency of Payment:** Fees are due on a monthly basis in advance of the week of attendance (the Friday before your child attends on Monday). Bills will not be mailed to you. A bill exceeding \$300 will result in services no longer being provided. Failure to keep your account current will jeopardize your child’s enrollment at Girls Inc. and result in collections proceedings. **Payment plans are available in some cases.** See Director for details.

\_\_\_\_\_ **Refunds and Credits:** Refunds and credits will not be given for the days that children are absent except in cases of extreme emergency. By signing the Admissions Agreement you are reserving space for your child even when your child is absent. Parents/Guardians must contact the Director to request exceptions for this policy based on emergency situations.

\_\_\_\_\_ **Schedule Change:** All schedule changes must be submitted 1 month in advance in writing using the form provided in the Girls Inc. office. If your child is excused for the entire week 1 month in advance, you will not be billed for that week. If Girls Inc does not receive notice of schedule changes you will be billed for your regular monthly schedule.

\_\_\_\_\_ **Failure to Report Absence:** If your child will not be attending Girls Inc. you must call our office by 12PM during the school year. If you fail to call in by the required time you will be charged \$5.00.

\_\_\_\_\_ **Late pick up:** Our programs close at 5:30pm. A late fee at the rate of \$1.00 per minute begins to accrue at 5:36pm. You will be asked to fill out a late payment form, including how you would prefer to pay your late fee. You may pay the late fee at the time you pick up your child or it will be added to your bill. Continued lateness may result in the need for you find alternative care. PLEASE NOTE, picking up later than 6:00 may result in involving the sheriff.

\_\_\_\_\_ **Returned Check:** Girls Inc. will charge an additional fee of \$25.00 for any and all returned checks.

**Girls Inc. of Carpinteria 2023-2024 Admissions Agreement**

I, the parent/guardian of the minor child listed on this application, for ourselves, our heirs, executors and administrators, hereby release, waive, acquit and forever discharge Girls Inc. of Carpinteria, and Girls Inc. their representatives, successors, insurers, assigns or any other person or entity associated with any of the above organizations such as staff, directors or volunteers, from all liability, claims, demands, or causes of action for any and all loss, damage, injury or death and any claim of damages resulting from use of facilities owned or controlled by the above organizations, or participation in activities of said organizations either at or away from the site.

**POLICIES**

**INITIALS**

\_\_\_\_\_ **File:** A child’s file will be maintained for each child admitted to Girls Inc. The file will include the Admissions Agreement and an enrollment form containing health history and emergency care information. The information in a child’s file is confidential and may be reviewed only by the parent/guardian, a representative of Girls Inc. or a representative of Community Care Licensing. Parent/guardians are responsible for updating information in this file as needed

\_\_\_\_\_ **Sign In/Out Policy:** Parents/Guardians are required to use a full signature when checking children in or out of the centers. Only authorized people with identification may pick up your child. If an individual is not listed on your authorization form you must give Girls Inc. a signed permission slip stating the person’s name and the date of pick up.

\_\_\_\_\_ **Data Collection:** I give my permission to Girls Inc. of Carpinteria to collect information via online or written surveys, questionnaires, interviews, and focus groups from the minor child listed on this application. Any and all information received will be kept strictly confidential. The aggregated results of these analyses may be shared with staff, Girls Inc., funders, and other community stakeholders to evidence program effectiveness and/or impact.

\_\_\_\_\_ **Community Care Licensing Authority:** Community Care Licensing has authority to interview children or staff, and to inspect and audit child or child care centers records, without prior consent; and to observe the physical condition of the child(ren), including conditions which could indicate abuse, neglect or inappropriate placement.

\_\_\_\_\_ **Transportation & Field Trips:** I give my permission to Girls Inc. of Carpinteria to provide transportation to and from the site for various activities including but not limited to; school transportation program, outreach program, field trips. I give permission for my son/daughter to attend any and all Girls Inc. of Carpinteria organized field trips. I agree that if injury to my child does occur, I hereby hold blameless and waive all claims against Girls Inc. of Carpinteria its officials, staff, or anyone who it may hire to appoint or to supervise said activities. In the event of an emergency the person in charge has my permission to see that proper action is taken and if deemed necessary, that medical treatment may be rendered. Your child will be under supervision where safety is of the utmost importance. Some field trips may require a special sign up.

\_\_\_\_\_ **Public Relations:** I give my permission for my child’s picture, moving pictures, or any other graphic depiction or likeness, to be used by Girls Inc. of Carpinteria and its activities.

\_\_\_\_\_ **Release Authorization:** You have provided us with individuals authorized to pick up your child in your absence. Changes and additions to this list *must be made in person by the parents/guardians* listed in the registration packet. If you cannot make this change in person, a one-time exception will be made if a signed letter is sent email directly from a parent or guardian

\_\_\_\_\_ **Illness:** Girls Inc. is not equipped to care for sick children. If your child is unable to participate in normal activities, you must pick your child up from Girls Inc. No medication will be given to a child without written instructions and signed authorization. If your child did not attend school that day due to illness, she may not attend Girls Inc.

\_\_\_\_\_ **Emergency Procedures:** If your child is injured, Staff will take the necessary steps to obtain the medical care. These steps may include, but are limited to the following: Attempt to contact a parent or guardian, then listed emergency contacts, contact child’s doctor or call emergency response services. I give my permission to Girls Inc. of Carpinteria to seek emergency medical treatment for my minor child if I cannot be reached. I will be responsible for any/all costs of medical attention and treatment. It is understood, however, that this membership includes a secondary insurance while taking part in Girls Inc. activities.

\_\_\_\_\_ **Grievance Procedure:** Parent/Guardian should discuss and resolve the matter with the immediate staff person involved; if the matter is not resolved; both will schedule an appointment with the Program Manager; if still unresolved, it may be taken to the Executive Director. In some cases, the Executive Director may be involved.

\_\_\_\_\_ **Discipline Policy:** Girls Inc. promotes self-discipline and establishes rules which are sensible and help each girl feel safe and secure. Girls are reminded of the proper behavior at our site. We use incentive systems to encourage a positive environment. Redirection, individual coaching sessions and conferences with program leadership and Parent/Guardian are usually the only methods of discipline that are required. If girl continually contributes to a physically or emotionally unsafe environment additional steps to involve parents/guardians will be taken and behavior improvements plans will be put in place. In cases of persistent behavior issues, probation or suspension may become necessary.

**Note: In case of extreme weather or other emergencies, we will work with CUSD and local authorities to decide the safest action to take. Parents will be informed via email and text through the Remind System. Please see the Remind page for instructions on how to register for alerts.**

**ACKNOWLEDGEMENT**

I, as the parent, guardian or designated representative of (child’s name) \_\_\_\_\_, have received and read information contained in the Admission Agreement, provided by Girls Inc. of Carpinteria, and agree to abide by the stated policies.

Parent/Guardian Name (please print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Girls Inc. of Carpinteria Census Report 2023-2024



This information is kept anonymously and in confidence. It will be used strictly for statistical data reports to the Girls Inc. National Organization and current or potential funders. Thank you for your help.

**Childs Name:** \_\_\_\_\_

**Childs Grade:** \_\_\_\_\_ **Childs Age:** \_\_\_\_\_

**Number in Household (adults and children):** \_\_\_\_\_

## Annual Household Income

- Below \$10,000
- \$10,000- \$15,000
- \$15,000- \$20,000
- \$20,000- \$25,000
- \$25,000- \$30,000
- \$30,000- \$35,000
- \$35,000—\$40,000
- \$40,000-\$50,000
- \$50,000-\$60,000
- \$60,000-\$70,000
- \$70,000-\$80,000
- Over \$80,000

## Child Qualifies For

- Free Lunch
- Reduced Lunch

## Family Configuration

- Living with two parents
- Living with mother only
- Living with father only
- Living with one parent at a time (joint custody)
- Grandparent / other relative(s)
- Multi-family
- Foster parent(s)

## Race

- Native American/Alaska Native
- Asian
- Black/African American
- Native Hawaiian/Pacific Islander
- Middle Eastern/North African
- White/Caucasian
- Multiethnic
- Other: \_\_\_\_\_

## Ethnicity

- Not Hispanic or Latina
- Hispanic or Latina

## Primary Language

- English
- Spanish
- Farsi
- Tagalog
- Mandarin
- Vietnamese
- Other \_\_\_\_\_

## Please select the highest level of education

### Mother

- Less than high school
- High school diploma/GED
- Some College
- 2 year college
- Bachelor's Degree
- Master's Degree
- Doctoral Degree
- Professional Degree
- Don't know or N/A

### Father

- Less than high school
- High school diploma/GED
- Some College
- 2 year college
- Bachelor's Degree
- Master's Degree
- Doctoral Degree
- Professional Degree
- Don't know or N/A

## Is any member of immediate family active duty military personnel?

- Yes
- No

## Is your child an English Learner?

- Yes
- No

## Does your child have an IEP?

- Yes
- No



## Consent to Release Education Records

**Note: The Carpinteria Unified School District may permit access to pupil records (education records) to third parties upon the written consent of a parent or guardian, in accordance with requirements of the California Education Code and the Family Educational Rights and Privacy Act. When completed and returned to the District, this Consent will authorize such access. Please read this Consent form carefully before signing and returning to the District.**

I, \_\_\_\_\_, consent to the release of my child's education records (electronic academic records) by the Carpinteria Unified School District (District) to:

Girls Incorporated of Carpinteria \_\_\_\_\_ (Agency) and staff employed by the Agency, for the purposes provided below.

I understand that release of education records is limited to the following:

1. Name of student
2. School of student
3. Attendance
4. Grade Point Average, & Grades Earned
5. Upcoming Assignments
6. Missing Assignments
7. State Assessments
8. Classroom Benchmark Assessments

This release gives my consent to the District to permit such access and to Agency staff to access these education records online, using the District's Assessment Data Management System and/or Student Information Database System. This Consent will be kept on file at the District office.

I understand that the purpose of sharing these records is to authorize my child's after school service provider to access information concerning my child's academic program and progress. Agency staff will work with the school, the family and the student in an effort to improve my child's academic success at school. The Agency and its staff are not permitted to transmit any of my child's education records or information to any other parties without my written consent.

I acknowledge that I may submit at any time a subsequent notification in writing directing the Carpinteria Unified School District to no longer permit the Agency or its staff access to my child's education records.

This Consent to Release of Education Records is valid for the **2023-2024 school year**, or as long as the student is served by the Agency, whichever is the lesser time length. Unless earlier terminated, this Consent will expire on **June 30, 2024**.

Carpinteria Unified School District is authorized to release information to the following agency and its staff (please print clearly and sign your name):

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Student's Date of Birth

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date

Girls Incorporated of Carpinteria, 5315 Foothill Road, Carpinteria, CA 93013, 805-684-6364

Agency Name, Address & Telephone Number