



BOYS & GIRLS CLUBS
OF McALLEN
GLEN E. & RITA K. RONEY CENTER

PARENT ORIENTATION CHECK LIST

Member Name: _____

Date of Birth: _____

___ **Early Birds & Late Birds**

Please be sure to pick-up your child by the posted closing times. Late fees of \$5 per 15 minutes will be charged for members left after closing. Late fees must be paid before the member(s) will be allowed to return. The Boys & Girls Club reserves the right to contact the appropriate authorities for assistance when members are not picked-up by a reasonable time AND after all emergency contact alternatives have been exhausted.

___ **Open Door Policy**

The Boys & Girls Clubs of McAllen have an **OPEN DOOR POLICY**. This policy allows members to come and go at any time during the Club's operating hours. Members are NOT required to sign out; and staff members, under normal circumstances, are not allowed to prohibit a member from leaving the facility per the regulations of the Texas Department of Protective & Regulatory Services governing facilities/programs exempt from licensure as child cares. Thus, it is the responsibility of the child AND the parent/guardian to determine, understand and enforce whatever arrival and departure methods they see fit. Please note that youth are not allowed on the Club's grounds during operating hours unless they are signed in and participating in Club activities. Members should NOT be dropped off prior to the opening of any facility, as the Club cannot be held responsible for the supervision of such youth.

___ **Membership Cards**

ONE membership card will be provided to each new member and renewal member when all application requirements have been met. Members should bring their card to the Club EVERY DAY. If members do NOT have their cards, certain privileges to program offerings may be denied. If a Club card is lost, a replacement fee of \$5.00 will be charged.

___ **Refund Policy**

There are NO refunds should your child voluntarily resign from any of our programs.

___ **Disciplinary actions may include, but are not limited to, the following:**

- Verbal Counseling / Time-Out
- Loss of Club Privileges
- Suspension
- Expulsion (i.e., permanent suspension)
- Contacting the proper authorities

___ **Phone Calls**

Members should use phones or receive calls in emergencies only. Please make any necessary arrangements before your child comes to the Club so that you do not have to call the Club and your child does not have to call you.

___ **Received Handbook**

"The Boys & Girls Club of McAllen is not a licensed daycare facility; we are a neighborhood recreational facility and service. Please see Director of Operations or Executive Director should you have questions."

Parent Printed Name

Parent Signature

Date