Welcome to the Before/After School Care (BASC) Program at Gower District 62. The Burr Ridge Park District is honored to be given the opportunity to once again serve the needs of all working parents and their children in the Gower School District. The Park District prides itself in providing a safe, recreational and educational program for every child enrolled in our program.

The BASC program will have its own on-site phone and during operational hours, staff will be available to answer your calls. During non-operational hours messages may be left on voice mail and someone will return them as soon as possible. Please feel free to call the Burr Ridge Park District at any time for additional information or in case of emergency. Parents will receive cards with all Park District and BASC contact names and phone numbers. The Burr Ridge Park District is happy to be responsible for this program, therefore please direct all calls, comments or concerns to the Park District and not to the School District.

We are certain that this program will be a positive experience for everyone.
Contact Information
We welcome any questions, comments or suggestions about the BASC program. Please direct calls to BASC Director Vicki Manteck at 630-484-0949 (the on-site phone) or the Burr Ridge Park District office at 630-920-1969. You may also call Lavonne Campbell, Superintendent of Recreation at 630-464-1736.

Absence Information
Call Gower School to report your child absence from school and then we will refer to absentee list.

Checking In & Out of BASC
Drop off and pick up is at the multipurpose room (cafeteria). When you bring your child to Before/After Care or pick them up in the afternoon, please make sure you check in with the appropriate staff member. Our first priority is your child’s safety, therefore at the end of the day, you must sign your child out of the BASC program.

Planned Activities
All students will be given the opportunity to take part in age-appropriate activities led by experienced staff such as: Homework Time, Outdoor Play, Indoor Gym Games, Crafts, Quiet Reading Time, Board Games, Free Time both Indoors and Outdoors, Movie Day on Friday, Snack Time.

Transportation between Schools
Gower Middle 5th grade students are provided bus transportation to and from Gower West after school. There is a bus assigned to bring BASC students to Gower West. A late bus will also be provided to transport BASC students to Gower West.

After Hours Snacks
An afternoon snack is included in the program at no additional cost. Please make sure we know of any allergies or food restrictions that your child might have.

Newsletter
You will receive periodic newsletters from the Director throughout the school year. We’ll keep you up to date on activities, pertinent dates and any other information that you may need to know.
# Registration Form

**GOWER BASC BEFORE AND AFTER SCHOOL CARE**

**2019-2020 REGISTRATION FORM**

**Registration Fee:** $40 NON-REFUNDABLE

**Due Upon Registration**

<table>
<thead>
<tr>
<th>Student Registrant</th>
<th>M/F</th>
<th>DATE OF BIRTH REQUIRED (Mo/Day/Yr)</th>
<th>ALLERGIES AND/OR SPECIAL ASSISTANCE NEEDS</th>
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<tbody>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>PARENT1: LAST NAME, FIRST NAME</th>
<th>BIRTH DATE</th>
<th>ALLERGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPOUSE (IF APPLICABLE)</td>
<td>BIRTH DATE</td>
<td>ALLERGIES</td>
</tr>
<tr>
<td>ADDRESS</td>
<td>HOME PHONE</td>
<td></td>
</tr>
<tr>
<td>CITY ZIP.</td>
<td>CELL PHONE</td>
<td></td>
</tr>
<tr>
<td>E-MAIL ADDRESS *</td>
<td>EMERGENCY PHONE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PARENT2: LAST NAME, FIRST NAME</th>
<th>BIRTH DATE</th>
<th>ALLERGIES</th>
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</thead>
<tbody>
<tr>
<td>SPOUSE (IF APPLICABLE)</td>
<td>BIRTH DATE</td>
<td>ALLERGIES</td>
</tr>
<tr>
<td>ADDRESS</td>
<td>HOME PHONE</td>
<td></td>
</tr>
<tr>
<td>CITY ZIP.</td>
<td>CELL PHONE</td>
<td></td>
</tr>
<tr>
<td>E-MAIL ADDRESS *</td>
<td>EMERGENCY PHONE</td>
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</tbody>
</table>

The Following Section Must Be Completed in Full

Registration Payment Method: ☐ A check made payable to Burr Ridge Park District is attached.
☐ VISA ☐ MasterCard ☐ Discover ☐ AMEX

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|   |   |   |   |   |   |   |   |   |   |
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EXP: __________ SECURITY CODE __________ Authorized

Signature __________________________________________________________________________

☐ Please email receipt (provide email address above*). ☐ Receipts may be mailed upon request.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims on reverse. If registering on-line or via fax, your online or facsimile signature shall substitute for and have the same legal effect as an original form signature.

PARENT/LEGAL GUARDIAN SIGNATURE (OVER 18 YEARS) ______________________________________

DATE ______________

Signature Required to Process
Important Information The Burr Ridge Park District & Burr Ridge Community Park Foundation are committed to conducting its recreation programs and activities in a safe manner and holds the safety of participants in high regard.

The Burr Ridge Park District & Burr Ridge Community Park Foundation continually strive to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for this program/activity must recognize that there is an inherent risk of injury when choosing to participate in recreational activities/programs.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness or impairment, to consult a physician before undertaking any physical activity.

Warning of Risk recreational activities/programs are intended to challenge and engage the physical, mental and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity/program. Understandably, not all hazards and dangers can be foreseen.

Depending on the particular activity, participants must understand that certain risks, dangers and injuries due to inclement weather, slipping, falling, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating, and all other circumstances inherent to outdoor and indoor recreational activities/programs exist. In this regard, it must be recognized that it is impossible for the Burr Ridge Park district or Burr Ridge Community Park Foundation to guarantee absolute safety.

Waiver and Release of All Claims and Assumption of Risk

Please read this form carefully and be aware that in signing up and participating in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the risk of any and all injuries, damages or loss, regardless of severity, that my child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Burr Ridge Park District or Burr Ridge Community Park Foundation, including its officials, agents, volunteers and employees (hereinafter collectively referred as Burr Ridge Park District).

I do hereby fully release and forever discharge the Burr ridge Park district & Burr ridge Community Park Foundation from any and all claims for injuries, damages, or loss that minor child/ward or I may have or which may accrue to me or my child/ward and arising out of, connected with, or in any way associated with this program/activity.

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Photo Information On occasion, the park district staff or local newspaper photographers may take pictures of participants in our programs, classes, or events. Please be aware that these pictures are only for Park district & Burr ridge Community Park Foundation use, most likely in future catalogues, brochures, pamphlets, flyers, website or for publication in a local newspaper.

Please understand and recognize that lifeguards are not responsible for providing supervision or assessing your swimming skills or that of your minor child; rather, lifeguards are responsible for enforcing safety rules and responding to emergencies. Adult pool pass holders and parents of minor pool pass holders are solely responsible for supervision of any and all activities contemplated by this agreement. Additionally, children 10 years of age and younger must be supervised at all times by a responsible person, 16 years of age or older.
**STUDENT FORM**

**GOWER BASC**
**BEFORE AND AFTER SCHOOL CARE**

**2019-2020**

**INFORMATION FORM**

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<table>
<thead>
<tr>
<th>STUDENT: LAST NAME, FIRST NAME</th>
<th>MALE/FEMALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td>BIRTHDATE</td>
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<tr>
<td>City Zip.</td>
<td>AGE</td>
</tr>
<tr>
<td>Cell Phone</td>
<td></td>
</tr>
<tr>
<td>Preferred Contact Number</td>
<td>Alternate Number</td>
</tr>
<tr>
<td>Grade in School as of August 2019</td>
<td>Teacher</td>
</tr>
<tr>
<td>Does your child have a classroom aid?</td>
<td>Bus #</td>
</tr>
<tr>
<td>Please list any special needs your child may have</td>
<td></td>
</tr>
<tr>
<td>Does your child have any allergies?</td>
<td></td>
</tr>
<tr>
<td>Who will be picking your child up after BASC?</td>
<td></td>
</tr>
<tr>
<td>Phone number for whoever is giving them a ride</td>
<td>Alternate Number</td>
</tr>
<tr>
<td>Additional people authorized to pick your child up</td>
<td></td>
</tr>
<tr>
<td>Doctor's name</td>
<td>Doctor's Phone</td>
</tr>
<tr>
<td>In case of emergency your preferred medical facility</td>
<td></td>
</tr>
<tr>
<td>Emergency Contact</td>
<td>Relationship</td>
</tr>
<tr>
<td>Emergency Contact 2</td>
<td>Relationship</td>
</tr>
<tr>
<td>Emergency Contact 2 Phone Numbers</td>
<td></td>
</tr>
</tbody>
</table>

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**Anticipated BASC Needs** - Please circle all that apply - We always remain flexible

- **Before School Hours:** 7AM-School Start
- **Before School:** Full Week
- **Before School Daily:** M T W TH F
- **Afterschool Hours:** School End-6PM
- **Afterschool:** Full Week
- **Afterschool Daily:** M T W TH F

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You must read and sign guidelines for conduct on reverse side
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Guidelines for Conduct

Discipline
A 3-step behavior management technique will be used at our program. The 1-2-3 Method identifies a specific inappropriate behavior, documents a second offense, and administers a previously known outcome. This process will be performed objectively, openly and immediately. Participants will be expected to respect this process and the authority of the staff. “Time Out,” a period of non-participation not to exceed ten minutes, will be used as the standard response to inappropriate behavior. If behavior patterns continue, a parent/director meeting will be requested. The objective of this meeting will be to identify strategies that will modify behavior and restore the fun of the program for the child. If problems persist, an out of program suspension will be administered. Further problems may result in a dismissal from this program.

Inappropriate Language
We have a “Zero Tolerance” policy for inappropriate language. Our staff is being advised to turn any language issues over to Director Vicki Manteck. If we cannot deal with this issue at the program level, we will be calling parents in to conference on further action.

School Behavior
Before/After School students are guests at Gower West School during our program. As guests we are expected to adhere to school rules. Please encourage your child to remember that certain things are not allowed in schools such as running, yelling, etc. Games such as dodge ball, catch, etc. will not be allowed outside of the gym.

Immediate Discontinued Enrollment
Certain behavior may cause a significant risk of harm to the health and safety of other children or staff. For example: a physical assault which results in serious bodily injury, an attempted physical assault which if completed, would result in serious bodily injury, setting or attempting to set fires, bringing weapons to the site, substantial damage to real or personal property, etc. The Burr Ridge Park District may discontinue enrollment of any child whose behavior creates a significant risk of harm to the health and safety of other children or staff.

I have read and understand all the Guidelines for Conduct

Parent Name

Parent Signature

Date