

VISITING THE CLUB

Throughout the year we have many special events where family members are particularly encouraged to attend. When visiting, please sign in at the front desk and cooperate with our staff when asked to wear a VISITOR ID badge. If you would like to come to the Club on a regular basis, you might want to consider becoming a Club Volunteer.

VOLUNTEERS

We are always in need of volunteers and welcome families to volunteer their time at the Clubs. We always need kitchen helpers, tutors, coaches, referees, and just general help around the Clubs. If you are interested in becoming a volunteer at any of the Boys & Girls Clubs of Wayne County facilities, please contact any staff person who will give you a Volunteer Application. All our volunteers are subject to a criminal background check.

DISCIPLINE

We expect all our members to follow the Boys & Girls Clubs Code of Conduct and general rules. Our expectations for the conduct of our members is simple:

- 1. Members are to treat other members with dignity and respect.
- 2. Members are to treat staff and volunteers with dignity and respect.
- 3. Members are to treat the facility with respect and care.

Discipline issues are handled by our staff on a case-by-case basis and consequences can range from having the child sit down for a time period, doing some chores around the Club, to suspension from the Club for a period of time. Any questions or comments regarding discipline issues should be directed to the Unit Director. Damage to Club property may require restitution. We reserve the right to suspend or revoke membership to any individual who we feel is not following the Club's Code of Conduct.

HOURS/CLOSINGS

Jeffers, First Bank, & McDaniel Units
Mondays, Wednesdays, Thursdays, & Fridays.....2:30-6:30pm
Tuesdays.....1:30-6:30pm
Saturdays & Sundays.....Closed

Hagerstown & Western Wayne Units
Monday-Friday.....2:30-6:30pm

BGCWC follows Richmond Community Schools' calendar for normal operating days. During RCS' closings, special BGCWC hours may be available. These will be announced on our Facebook page and via our TraxTalk program.



GREAT FUTURES START HERE.



OUR MISSION:
*To inspire and enable all young people,
especially those who need us most,
to realize their full potential as
productive, responsible, and caring citizens.*

RICHARD E. JEFFERS BOYS & GIRLS CLUB
1717 South L Street
Richmond, IN 47374
(765) 962-6922

**RONALD L. MCDANIEL FOUNDATION
BOYS & GIRLS CLUB**
1900 West Main Street
Richmond, IN 47374
(765) 488-1812

THE CLUB TEEN CENTER
1901 West Main Street
Richmond, IN 47374
(765) 969-0123

FIRST BANK BOYS & GIRLS CLUB
855 N 12th Street
Richmond, IN 47374
(765) 259-0178

BOYS & GIRLS CLUB AT HAGERSTOWN
299 North Sycamore Street
Hagerstown, IN 47346
(765) 238-1668

BOYS & GIRLS CLUB AT WESTERN WAYNE
519 Queen Street
Pershing, IN 47327
(765) 238-0521





**BOYS & GIRLS CLUBS
OF WAYNE COUNTY**

FAMILIES'

INFORMATIONAL BROCHURE



WE WANT TO WELCOME YOU AND YOUR CHILD TO THE BOYS & GIRLS CLUBS OF WAYNE COUNTY!

This publication is a guide to help you know some of the policies of the Clubs, what we expect of our members, what we expect of our members' families, and what you can expect of us.

MEMBERSHIPS

Any youth age 6-18 is eligible for membership at the Boys & Girls Club. A child must be 6 years old at the time of registration. Proof of age may be required. Memberships cost \$15 per year and are good for one year from the time of purchase. Memberships are good at any Boys & Girls Clubs of Wayne County facility. Head of households of all new members must sign a membership application and attend a brief orientation and tour of the facility. Any previous member under age 12 must have a head of household sign a renewal application.



PUBLIC HEALTH POLICY

Boys & Girls Clubs of Wayne County has put in place preventative measures to reduce the spread of COVID-19 and other publicly communicable diseases; however, the Club cannot guarantee that you or your child(ren) will not become infected. Further, attending the Club could increase your risk and your child(ren)'s risk of contracting communicable diseases.

If an abnormal temperature or other flu-like symptoms are present, the member will be isolated until a parent or guardian arrives to pick them up. Advisement on when Club members can return will be decided on a case by case basis. If a member is sent home, families will have ONE HOUR to pick up their child. Failure to meet this timeline will result in suspension.

If a member does not attend school, the member cannot attend the Boys & Girls Club without speaking with the Unit Director prior to the child attending. If your child is choosing to do virtual learning, you must contact the Unit Director before attending.

By enrolling your child(ren) in BGCWC, you acknowledge the contagious nature of communicable diseases and voluntarily assume the risk that they may be exposed or infected and that such exposure or infection may result in personal injury, illness, permanent disability, and death. You understand that the risk of communicable disease at the Club may result from the actions, omissions, or negligence of yourself and others, including, but not limited to, Club employees, volunteers, and program participants and their families.

MEMBERSHIP CARDS

It is a requirement that your child brings their membership card every time they attend one of the Clubs. Membership cards are needed to scan in when arriving at the Club and to scan out when leaving the Club. If your child arrives without their membership card repeatedly, you may be charged for the printing of a replacement card. Do not bend, fold, crease, or machine wash membership cards. The first Club card will be provided as part of the membership fee. A nominal fee will be charged for all replacement cards.

SAFETY

Child safety is our #1 priority. We make an effort to ensure no unauthorized individuals enter any Club facility. Please help us provide a safe environment for our members by cooperating with our staff when asked to sign in and wear visitors ID badges, by reporting any suspicious activity or individuals in or around the Clubs, and by having a pre-arranged plan for picking up your child.

DROPPING OFF/PICKING UP

When your child arrives at the Club, they will scan their membership card at the front desk and their outerwear and backpack will be hung up. Please be sure your child knows what arrangements you have made for picking them up.

We are an open facility and members may leave the Club at any time at their own discretion. We require families to discuss with their child about what time they are to leave the Club, with whom they are to leave, and that they should not leave the Club prior to that pre-arranged time. For everyone's safety, we require families to come inside the Club to pick up their children. We ask that all members scan out at the front desk with their membership cards when leaving the Club.

TELEPHONES

Members are generally not allowed to use the telephone, and are to ask the Unit Director or staff person in charge if they can make a phone call. **We ask families to have a pick-up time pre-arranged with their child to avoid members making calls for rides.** We ask that families limit calls to their children at the Club to emergencies only. Our staff will be glad to deliver messages to members.



PROGRAMS & ACTIVITIES

There is an abundance of programs and activities available for members of all ages to participate in at the Boys & Girls Clubs of Wayne County on a daily basis! We offer programs and activities in three areas of impact:

Academic Success

Healthy Lifestyles

Good Character & Citizenship

Check at the front desk for schedules of programs and activities available at each Club.

SPECIAL SERVICES

We are a designated 21st Century Community Learning Center and offer many academic support and assistance services to any school age youth.

We operate an extension of Morrisson-Reeves Library at our Jeffers Unit where members can receive and use their public library cards.

We are the Indiana Youth Service Bureau for Wayne County, whose core role is: Juvenile delinquency prevention, Information and referral services, and Advocacy for youth.

LOST & FOUND

The Boys & Girls Club is not responsible for lost or damaged personal items. Any items found around the Club are placed in a lost and found container located behind the front desk. Please check with front desk staff if your child has lost an item at the Club. At the end of each month, unclaimed items are donated.

MEDICAL EMERGENCIES

We make every effort to provide a safe environment for the enjoyment of our members. However, children do have accidents. If a member is injured we will make every effort to notify families as soon as possible. Please keep us informed of address and phone number changes. Our staff are trained in First Aid and CPR. If an injury requires emergency medical personnel, we will call 911. The Club is not responsible for accidents involving our members.