



DOING THE
MOST GOOD™



BOYS & GIRLS CLUBS

The Salvation Army Boys & Girls Clubs of Metro Tulsa

General Club Rules & Policies

HOURS/DAYS OF OPERATION: Hours of Operation and open/close dates can sometimes vary from club to club. This information is available from the Club Directors. The Club will be closed for most major holidays and typically closes a few days before, and a few days following, our Summer Program. Parents/Guardians should expect that the Club will be open 7am to 6pm during Fall Break, Winter Break, Spring Break, and Summer.

INCLEMENT WEATHER POLICY: The safety of our Club Families is of utmost important to us, thus in times of inclement weather, the Clubs will be closed. Typically, if public schools, the Clubs will also close. It is best to follow your Club's Facebook Page for the most up to date information about inclement weather closings.

CLUB LOCATIONS AND CONTACT INFORMATION:

Broken Arrow, Candi Moran, Unit Director Phone: 918/258-7545

Creek Co/Sapulpa, Loretta Diaz, Unit Director Phone 918/224-4415

Sand Springs, Mary Bechtold, Unit Director Phone: 918/245-2237

Mabee Red Shield (Tulsa), Jamar Giddings, Unit Director Phone 918/834-2464

North Mabee (Tulsa), Latrice Fowlkes, Unit Director Phone 918/425-7534

REQUIRED REGISTRATION FORMS:

- ☐ Member Registration Form
- ☐ Health History & Medication Information Form
- ☐ Consent to Publication by The Salvation Army Authorization
- ☐ Discipline Guidelines & Policy
- ☐ Policy Regarding Membership Dues & Activity Fees
- ☐ General Rules & Policies Information
- ☐ Technology/Internet Policy
- ☐ Swimming/Sunscreen Permission Form (Clubs w/indoor Pools & Summer Program Only)

GENERAL RULES & POLICIES:

(This is not intended to be all inclusive)

- Respect the rights of others by treating them as you would like to be treated.
- Respect Boys & Girls Club staff and volunteers.
- Keep the Boys & Girls Club and its grounds clean.
- Use the equipment/property properly. Damaged/Destroyed property must be replaced.
- Media of any type is NOT permitted (cell phones, video games, iPods/mp3 players, etc.). If you send one with your child, it will be turned off and kept at the front desk until the end of the day.
- You may call the front desk of Club at any time to contact your child in an emergency.
- The Salvation Army Boys & Girls Club of Metro Tulsa does not accept responsibility for any personal property brought to the Club, including stolen personal property/items.

(General Rules & Policies *continued*)

- Money and Valuables should not be brought to the Club and a lost and found box will is in use and emptied weekly. Unclaimed items will be donated.
- Breakfast, Lunch, and an Afternoon Snack will be provided. Food and drink items are allowed only in assigned areas. Parents may send sacked food if they choose
- Chewing gum is not permitted at the Boys & Girls Club.
- Everyone entering our Clubs must check in at the Front Desk
- Disputes that cannot be settled peacefully should be brought to the attention of the Boys & Girls Club Staff
- Weapons of any kind will NOT be permitted.
- We reserve the right to deny entry to anyone who threatens the safety of others.
- Children must be fever free for 24 hours before returning to the Boys & Girls Club.

DEFIANT BEHAVIOR: Defiant behavior will not be tolerated. Parents will be notified of behavior. If behavior persists, disciplinary action will be taken. In extreme conditions, suspension/expulsion may be applicable.

COMMUNICATION: If you have any questions or concerns regarding programs, please speak with the Program Director. Should you feel as though your concerns are not being taken care of, please call and speak to the Unit Director. Parents/Guardians and encourage to follow your Clubs Facebook, Instagram, and Twitter pages for the most up to date information about Club news.

OPEN DOOR POLICY: The Salvation Army Boys & Girls Clubs of Metro Tulsa is a youth development, recreation-based program and not a daycare. We do not take "care and custody" of Club members so please make arrangements with your child for who may and may not pick up your child AND when your child may come and go from the Club.

*We reserve the right to discontinue or deny services at any time.

FIELD TRIPS/OFF SITE ACTIVITIES: Whenever your child participates in a Field Trip or Off-Site Activity, a Permission Form must be completed by the Parent/Guardian. Children will not be allowed to attend these activities without prior written approval.

ROLE OF PARENTS/GUARDIANS: By signing below you acknowledge that you understand the rules and policies of The Salvation Army Boys & Girls Clubs of Metro Tulsa and request that your child be admitted into our program. You acknowledge that you will explain the rules to your child if any questions arise. You may contact the Unit Director if you require further explanation

Parent Signature

Date

Child Signature

Date