



Jump Start Sports (JSS) Youth Day Camp Emergency Procedure Form

Child's Name _____ Birth Date _____

Parent/Guardian Name _____

Address _____
Street City State Zip

Home Phone _____ Work Phone _____ Cell Phone _____

Other Contact Name _____ Relation _____ Phone _____

Other Contact Name _____ Relation _____ Phone _____

HEALTH INFORMATION

Diabetic NO YES please explain _____
Allergies (including food) NO YES please explain _____
Medications NO YES please explain _____
Surgery NO YES please explain _____
Special Needs NO YES please explain _____
Problems with Vision Hearing Speech Behavior Please explain _____

Positive Guidance & Discipline Policy

Each child in the Spring Break Camp should have a thorough understand of the Participant Code of Conduct and display all actions in accordance with this code. However, if misbehavior does occur, our staff believes the purpose of discipline should be to guide appropriate behavior, not to punish misbehavior. Our staff will use positive guidance which will hopefully allow children to learn acceptable ways to express emotions, to manage friendships, and interact with adults. The goal of our guidance and discipline is to help children develop self-control, self-direction and self-esteem.

Despite all attempts to encourage positive behavior, children will misbehave at times. When this occurs the following actions will be taken:

- Verbal Warning:** Children will be asked to refrain from a specified behavior. A maximum of 2 verbal warnings will be given before a Time Out is issued.
- Time Out:** The staff member will take the child to the side and explain why their behavior was inappropriate. Children will not be able to participate in activities until the age appropriate Time Out is over.
- Disciplinary Reports:** If a problem persists, a disciplinary report will be given to the parent/guardian upon pick-up. Disciplinary reports will be kept in the child's file.
- Parent Phone Call:** If the action is affecting the well being of the rest of the camp, the parent/guardian will be contacted and asked to pick the child up immediately. If this action takes place 2 times during the course of the camp, parent conference will be held including, Camp Director, Parent, Child, and City Coordinator.
- Removal from Camp:** Negative behavior continues after parent conference.

The nature of the incident will determine the degree of disciplinary action taken.

I have had the opportunity to read the *Positive Guidance and Discipline Policy* and address any concerns or questions I may have had. I agree to follow the policies and procedures and understand that failure to adhere to these policies may result in a suspension or loss of camp privileges without the opportunity for a refund.

Parent/Guardian Signature _____

Date _____

PICK-UP AND SIGN-OUT AUTHORIZATION FORM

Please list the people you authorize to pick-up and sign-out your child from JSS programs. Please inform these individuals that they will be required to present a photo ID when picking up the child. The individuals listed will also be contacted in the case of an emergency if the parent/guardian cannot be reached. This form will be kept on file for one year. Parents/Guardians are responsible for informing staff of any information changes or updates.

Child's Name _____

Child's Name _____

Child's Name _____

1. Name _____ Relation to Child _____

Phone (H) _____ (W) _____ Other _____

2. Name _____ Relation to Child _____

Phone (H) _____ (W) _____ Other _____

3. Name _____ Relation to Child _____

Phone (H) _____ (W) _____ Other _____

4. Name _____ Relation to Child _____

Phone (H) _____ (W) _____ Other _____

Is there anyone who may NOT pick-up your child? _____

Are there any special custody or visitation arrangements which we should be aware of? NO YES

I understand that the JSS Staff will not release my child to anyone who is not listed above. I also realize that the people on this list will be asked to produce photo identification upon signing out my child. In the event that any of this information changes, I will notify the JSS staff in writing. In the case of late pick-ups, a late fee of one dollar (\$1.00) per minute will be assessed and added to my account. Future service will not be granted until late fees are paid in full. Repeated abuse of late pick-ups may result in loss of privileges.

Parent/Guardian Signature _____

Date _____

