



**BOYS & GIRLS CLUBS
OF FRESNO COUNTY**

Zimmerman Boys & Girls Club
540 N. Augusta, Fresno, CA 93701
(559) 495-6540

East Fresno Boys & Girls Club
1621 S. Cedar, Fresno, CA 93702
(559) 266-7605

West Fresno Boys & Girls Club
930 Tulare Street, Fresno, CA 93706
(559) 237-0959

Pinedale Boys & Girls Club
343 W. Minarets, Pinedale, CA 93650
(559) 439-6053

Clovis Boys & Girls Club
2833 Helm, Clovis, CA 93612
(559) 292-2036

Scandinavian Middle School
3216 N. Sierra Vista, Fresno
(559) 253-6510

Del Rey Boys & Girls Club
5705 Carmel Street, #255,
Del Rey, CA 93616
(559) 888-0302

Parlier Boys & Girls Club
1040 Fett Drive, #131
Parlier, CA 93648
(559) 646-5122

Orange Cove Boys & Girls Club
965 Center, #68-#69
Orange Cove, CA 93646
(559) 626-3122

Huron Boys & Girls Club
36332 P Street #226,
Huron, CA 93234
(559) 945-2477

Firebaugh Boys & Girls Club
979 "O" Street
Firebaugh, CA 93622
(559) 659-3774

Caruthers Boys & Girls Club
2387 Tahoe
Caruthers, CA 93609
(559) 864-8544

Harry H. Baker Boys & Girls Club
PO Box 2757, Oakhurst, CA 93644
(559) 642-4600



**Administration Office:
Boys & Girls Clubs of Fresno County**

540 N. Augusta, Fresno CA 93701

Phone: (559) 266-3117 FAX: (559) 266-0664

www.bgclubfc.org

A Positive Place for Kids!



Parent-Teacher Handbook



Mission Statement

**To enable all young people,
especially those who need us most,
to reach their full potential as
productive, caring, responsible citizens.**

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CORE BELIEFS

The Boys & Girls Clubs of Fresno County:

- Provide a safe place to learn and grow.
- Promote health and well being.
- Develop mentor relationships with caring adult professionals
- Create life enhancing programs and character developing experiences.
- Promote ethical behavior, teamwork and trust.
- Instill commitment to community service.
- Offer hope and opportunity for the future.



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FIELD TRIP GUIDELINES

- Registration for all field trips is on a first come, first served basis. Reservations may be made only with a signed permission slip.
- Members are responsible for all money brought on the trip. Staff may not carry money.
- Tennis shoes must be worn on ALL field trips, unless informed otherwise.
- All participants must arrive 1/2 hour before the scheduled field trip.
- Members who demonstrate unacceptable behavior are not allowed on future trips unless escorted by a parent.
- The member must be in good standing in order to participate.
- Parents may not transport children to or from field trip locations. No exceptions will be made.



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School site locations are only open on days the school is in session.

Check Club schedules for those clubs that are open on Saturdays from 11:00am to 4pm.

MEMBERSHIP INFORMATION

Registration Form, Emergency Card and other required information must be completed prior to becoming a member of any club.

Payment of the annual fee and completion of the membership application are all that is required to join our Clubs. Memberships are accepted any time and are effective from October 1 to September 30.

Membership fees are \$5.00 per year per member. There is a maximum \$20.00 fee per family. Payment arrangements or scholarships are made for those who qualify.

Orientation classes for new members are held each Monday at 4pm. Parents are welcome.

Membership Card

Your child should carry his or her membership card at all times while at the Club. Replacement cards may be purchased for \$1.00.

Visitor's Pass

Any child may visit the Club for one afternoon before becoming a member. Visitors may not participate in field trips or outings.

Special Events

The clubs will occasionally host special events for members. These events will be scheduled in the monthly calendar. Events that do not occur during regular operating hours or off-site excursions will need a permission slip, signed and returned to the Unit Director.

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GENERAL INFORMATION

The Boys & Girls Clubs of Fresno County is a private, non-profit agency serving school-age youth from 6-18. Through programs and activities which stress character development for youth, the Boys & Girls Clubs offer a variety of recreational, cultural, social and sports-oriented experiences for members

Currently, we serve over 12,000 kids in thirteen facilities year-round: **Zimmerman, East Fresno, Pinedale, West Fresno, Del Rey, Firebaugh, Huron, Parlier, Orange Cove, Oakhurst, Caruthers and Clovis** branch. We also have one after-school program during the school year at **Scandinavian Middle School**.

We realize that our role is important in today's world because families truly depend on us to take an active part in their children's lives. This means that in addition to teaching arts and crafts, cooking and sports, we must teach socialization and living skills in a positive and nurturing environment. We provide homework assistance, academic support and promote health and well-being to assure success in school and in life.

The Boys & Girls Clubs of Fresno County is a proud member of Boys & Girls Clubs of America, which serves more than 3.3 million children at over 2,591 club locations in the United States and abroad.



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PROGRAM INFORMATION

The Club programs are designed to help young people gain self-confidence, increase knowledge, develop mentally and physically, and gain perspective on their future opportunities. Through the teaching of honest values and concern for others, Club programs foster positive attitudes and behavior.

The Youth Development Strategy:

Club programs and services promote and enhance the development of boys and girls by instilling:

- **A Sense of Competence:** the feeling there is something boys and girls can do and do well
- **A Sense of Usefulness:** the opportunity to do something of value for other people.
- **A Sense of Belonging:** a setting where an individual knows he or she has a place and where he or she “fits” and is accepted.
- **A Sense of Power or Influence:** a chance to be heard and to influence decisions.

When this strategy is fully implemented, the self-esteem of girls and boys is enhanced, and an environment is created which helps them achieve their full potential.

OPEN DOOR POLICY

As defined by the State of California and the Department of Social Services, we are required to maintain an open door policy, which allows our members to arrive and leave the facility on their own.



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Step 4: The Unit Director may temporarily suspend a member from programs or one or more of the following may be applied:

- Parent must attend program with member
- Parent and member together must view an orientation video
- Child may be sent home for the day if uncooperative
- 3-day suspension for repeated uncooperativeness

Step 5: Expulsion from the Club

Termination Policy

Please be aware that should one of the following situations arise, we may ask that your child be withdrawn from our club.

- Verbal or physical abuse by your child to other children or to staff. If your child should display such a behavior, your child's Unit Director will complete an Incident Report. The Director will review it with you to identify any possible solutions. If the behavior continues, we may dismiss your child. An interview would be conducted to review the status of your child for acceptance back into our program upon later review.

HOURS OF OPERATION

The Boys & Girls Clubs of Fresno County are generally open Monday through Friday from 2-9 pm and Saturdays from 11 am to 4 pm.

Days of Operation

Clubs are open each weekday except those holidays listed below.

Labor Day	Memorial Day
Thanksgiving Day	Independence Day
1/2 Day Christmas Eve	1/2 Day New Year's Eve
Christmas Day	New Year's Day
Presidents Day	

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GUIDANCE & DISCIPLINE POLICIES

Behavior Management

The Boys & Girls Clubs of Fresno County seek to build a child's self-esteem by helping him or her develop self-control and responsibility for his or her actions. We never use physical punishment in any way.

To minimize the need for disciplinary action, a few simple, understandable rules are established at our school sites. These rules set limits of behavior for the safety and protection of the children. Adults are firmly supportive and consistent in their approach. Our goal is to help each child achieve self control.

We ask you to support us in encouraging positive behavior with all the children at our sites, and to use appropriate language and attitude while visiting our sites.

Discipline Policy

The Club is committed to providing the best possible experience for your child. In order to ensure participant safety and maintain a positive environment, staff must use discipline procedures with members who exhibit inappropriate behavior. The following steps may be utilized with the member and involve parent support to assist in carrying out the established rules and policies of the Club. The severity or nature of the conduct at issue will determine the order of discipline.

Step 1: Verbal warning to member and redirection to more appropriate choices.

Step 2: The Staff will work out appropriate solution for child's problem.

Step 3: The Unit Director will send home a written notice for parent signature or conference.

RESPONSIBILITY OF PARENT & CHILD

Our sites are not licensed day care centers. We are education enrichment program facilities. We are responsible for the safe and proper use of the facilities and equipment and obligated to create an environment in which our participants behave appropriately.

If a parent wishes the member to remain on the premises until picked up by a designated person, the responsibility lies solely with the parent and member. None of our sites will be held liable should the child leave the premises without permission.

At the Club we do not monitor the door and children are free to come and go as they wish. Our staff does not grant permission to leave the Club, nor do we insist they stay.

The decision as to when a child arrives at the Club, or when he/she leaves, is a matter to be arranged between parent and child.

Please do not leave your child unattended or unsupervised for any reason prior to the opening of any of the sites. We also ask you to make every effort to pick up your child before our sites close. By policy, our staff may not take your child home with them or make any babysitting arrangements for you.

SAFETY

Medication

- Please do not leave medicine of any kind in your child's possession.
- Due to the dangers of an allergic reaction, lotions, ointments, over-the-counter medications, etc. cannot be administered by our staff.

Smoke-Free Environment

We maintain a smoke-free environment. We ask that you do not smoke at our sites or in the view of the children as you drop off or pick up your child.

PHONE POLICY & DRESS CODE

Phone Use

The telephone is for emergency use only. Parents and children should make any arrangements in advance.



Dress Code

- T-shirts with questionable slogans are not permitted.
- Mark every article of clothing, including hats, etc with your child's name. The Clubs are not responsible for lost or stolen articles.
- Costume jewelry, which may be hazardous during physical activity, should not be worn.
- Children should be dressed appropriately for outdoor activities.
- Children need to wear play clothes that can become soiled. We want them to have fun at our clubs without worrying about their clothes.

RULES FOR CLUB MEMBERS

- All participants must be members.
- Membership cards must be presented to check out equipment.
- Treat other members and staff with kindness and respect.
- No use of obscene language permitted in Club at any time.
- Members are not permitted on any counters, desks or tables in the Club.
- Permission must be received before entering the Office Area or behind the Front Counter.
- Members are expected to keep all areas of the Club neat and clean. They should be proud of their Club and take good care of it.
- Members may run in gymnasium and outdoor play areas only.
- Members may eat in the snack area only. Chewing gum is not allowed.
- Members are not permitted to smoke, gamble, use drugs, drink alcoholic beverages.

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- Members are expected to obey the adult staff at all times. Failure to do so may result in suspension or expulsion.
- Respect Club property. Members deliberately damaging Club facilities or equipment will be held responsible for payment or repair.
- Members are permitted in areas only when adult staff is present. Members may not go outdoors without a staff member, unless they are leaving the Club.
- Members are to enter and leave the Club through the main entrance only.
- Members must dress appropriately at all times. Follow school dress code at the Club.
- Violence of any kind is not permitted at the Club.
- Members use the vending machines at their own risk. The staff does not have keys to these machines and cannot give refunds.
- To ensure the safety of our members, the Club does not allow members to congregate and loiter around Club facilities and adjacent properties.
- Parents are asked to instruct their child to participate in activities at the Club or go elsewhere, but not to loiter. Repeat offenders will be suspended or expelled.
- Lockers or storage areas can be used to check in coats, hats, books and lunches, etc. The Club is not responsible for lost or stolen property.

Personal Items

Please be aware that when Club members bring valuable items such as Gameboys and games, CD walkman & CD's, etc. that the Club is not responsible for these items if they are lost or stolen.



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