



BOYS & GIRLS CLUB
OF FOND DU LAC

Elementary Summer Program Parent Guide

Program Locations

We have two elementary summer program locations. Members who attend Chegwin, Evans, Parkside, Lakeshore, STEM, private school, or any school outside of the Fond du Lac school district will attend our Johnsonville location. Members who attend Pier, Riverside, Roberts, Rosenow, North Fond du Lac, and Waters will attend our site at the ARC. Exceptions to this are families who have teen members and children in the YMCA childcare who will be able to attend the Johnsonville location.

Communication

There are various ways that we advertise Club activities. Program schedules are available through our website at www.bgcfdl.org, we also use Remind text messaging and post on our Facebook page. Please visit the Club to view posted information and ask questions. Also, please keep us informed of issues and events affecting your child(ren). If there are changes to your child's phone numbers, health, medication, living situations, custody arrangements etc., please notify Club staff.

Hours of Operation

The elementary summer program will run from June 22 - August 14 and is open from 9:00 a.m. – 5:00p.m., Monday – Friday.

Field Trips

Members will not be attending any field trips this summer.

Sick Policy

The Unit Director or Program Coordinator will notify parents/guardians if a member becomes ill during the day. Arrangements must be made to have the member picked up as soon as possible after notification. **DO NOT** send a sick child to the Club; please make other arrangements. Members **CANNOT** be given fever-reducing medicine any day that they attend Club.

Medication Policy

The Club will only hold medication with proper authorization from a physician. Medication **MUST** be in the original bottle with the member's name, dose of medication and time to be given printed on it. We will not take any medication, including over the counter medication, for which we do not have a physician's authorization on file. We will also follow up with your child's school nurse.

Dress Code

Members must follow the school district dress code. No visors or hats will be allowed in the building. No member may wear clothing that would be considered offensive or in poor taste.

Personal Belongings

Members will not be allowed to bring any personal belongings from home, that includes electronic devices (phones, Ipods, tablets, handheld games), toys, candy, gum, or food. If found, they will be taken and given back to the parent/guardian at the end of the day.

Transportation Policy

It is the responsibility of the parent/guardian to make travel arrangements to and from the Club. Club staff is **NOT** allowed to give members a ride. If a member is to walk home or go to the Y, it must be noted on the pickup policy form or checked on the membership form. Please let the Unit Director know of these requests.

Pick-Up Policy

Parents will **NOT** be allowed in the building. To pick up your child, you will have to call or text the front desk when you are no farther than 5 minutes away, and staff will send your child out. If someone other than a parent is picking up your child, they must know your child's password when calling or texting. **Your child must be picked up by 5:00p.m. or you will be charged a fee of \$5.** If your child is not picked up within 15 minutes of closing time, the Club is mandated to contact the police.

Computer Policy

All members must sign the Boys & Girls Club computer usage and internet policy. Any member who does not follow the policy will not be able to use the Boys & Girls Club computers.

Attendance

The summer program is a drop-in center. Children are not required to attend daily and do not need to attend the whole day. If your child is going to attend Club that day, they must arrive before 12:30pm. We will not be letting children in the building after 12:30. If your child is allowed to leave Club during the day please notify the unit director, but keep in mind that once your child leaves they are done for the day. They will not be allowed to come back.

Media/Photo Permission

The Boys & Girls Club may use photos of your child for marketing and promotional pieces. If you do not want your child's photo used, please notify the Member Services Coordinator.

Program Participation

All members are required to participate in Summer School programming in the morning. Math and literacy are the focus of the morning program. In the afternoon is Boys & Girls Club programming and mini camps. In order, for your child to get the full experience of the Club we encourage them to fully participate in all activities.

Typical Daily Schedule

9:00-9:30 Breakfast snack
9:00-11:30 Summer School Programming- school district staffed
11:30-1:00 Lunch/Recess
12:30-2:45 Boys & Girls Club Programming- BGC staffed
2:45-3:15 Snack
3:15-5:00 Mini Camps-week long camps run by BGC staff

Contact Information

Johnsonville Club
Johnsonville Elementary Director- Aimee Christenson
76 W. 2nd St., Fond du Lac
920-924-0530 Ext. 375
Email: achristenson@bgcfdl.org

The ARC Fond du Lac
Site Director-Kari Baker
500 N Park Ave, Fond du Lac
920-263-8802
Email: kbaker@bgcfdl.org