



Neighborhood Boys & Girls Club

For Better Men & Women

OPEN TO ALL YOUTH
Kindergarten to 8th Grade

SESSION DATES
\$360 per session

\$1,440 per year

All forms and payment must be received one week prior to the date the children begin a full session.

Session 1

September 7th - November 4th

Session 2

November 8th - January 27th

Session 3

January 31st - April 7th

Session 4

April 18th - June 14th

SCHOOL DAYS OFF
8AM-6PM
\$250 for all dates listed below

Mon. Oct. 11, 2021
Fri. Nov. 5, 2021
Thu. Nov. 11, 2021
Wed. Nov. 17, 2021
Wed, Nov. 24, 2021
Mon. Jan. 17, 2022
Fri. Jan. 28, 2022
Mon. Feb. 21, 2022
Fri. Apr. 8, 2022
Wed. Apr. 20, 2022

Part time and Full time
occasional care is available

Winter Break Camp \$375
Dec. 20th-Dec. 23rd 2021 &
Dec. 27th-Dec. 30th 2021

Spring Break Camp \$275
Apr. 11th - 15th 2022

WHEN

2021-2022 School Year

School Dismissal until 6:00 PM

Days off school are not included but can be purchased at an additional cost.

WHERE

Neighborhood Boys & Girls Club

2501 W. Irving Park Rd. (onsite afterschool)
And all school days off and camps

Bateman Elementary

Nissa Finch, On Site Manager
nissa@nbgc.org 773-463-4161 ext. 112
4220 N. Richmond St. (onsite afterschool)

Cleveland Elementary

Jasmine Anza, On Site Manager
jasmine@nbgc.org 773-463-4161 ext. 110
3121 W. Byron St. (onsite afterschool)

Coonley Elementary

Rachel Park, On Site Manager
rpark@nbgc.org 773-463-4161 ext. 112
4046 N. Leavitt St. (onsite afterschool)

MORE INFO: CONTACT

Program Director

773-463-4161 ext. 117 programs@nbgc.org



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The Neighborhood Boys & Girls Club Program Rates:

- Afterschool Program

- o Daily instruction afterschool from dismissal until 6:00 pm as described.
- o The Program is open to youth in K – 8th Grade. All ages are the same price, no sibling discount.
- o \$360.00 per youth, per session / \$1,440.00 per school year. Days off are not included in the session price.
 - Session 1 CPS 1st Quarter - September 7th – November 4th
 - Session 2 CPS 2nd Quarter - November 8th – January 27th
 - Session 3 CPS 3rd Quarter – January 31st – April 7th
 - Session 4 CPS 4th Quarter - April 18th – June 14th

- School Days Off Add on Package that includes all 10 days off listed below:

- o Paid at time of registration for entire year \$250.00 per youth.
- o If the package is not purchased at time of registration, then the family can still use the program at the occasional care cost of \$60.00 per day – to register for single days, please email programs@nbgc.org.
- o The NBGC Clubhouse is open from 8am-6pm and includes structured indoor and outdoor age appropriate activities on the following days:
 - Indigenous People's Day Monday, October 11th
 - School Improvement Day Friday, November 5th
 - Veterans Day Thursday, November 11th
 - Report Card Pick Up Day Wednesday, November 17th
 - CPS Non-Attendance Day Wednesday, November 24th
 - MLK Day Monday, January 17th
 - School Improvement Day Friday, January 28th
 - Presidents Day Monday, February 21st
 - School Improvement Day Friday, April 8th
 - Report Card Pick Up Day Wednesday, April 20th

- The Clubhouse will be closed:

- Thanksgiving Break, Thursday, November 25th – Friday, November 26th
- Memorial Day Weekend, Friday, May 27th – Monday, May 30th
- Leader of the Future Celebration – May 2022 TBA

- Occasional Care

- o Afterschool Day, \$40.00 per day per youth – or 5 afterschool day passes \$175.00.
- o Full Day at Clubhouse 8am-6pm, \$60.00 per day per youth.
- o Full Day at Clubhouse 8am-6pm + Field Trip, \$70.00 per day per youth.
- o To register for single days, please email programs@nbgc.org.

School Breaks

- Winter Break

- o Full Session 2021-2022, 8 days 8am-6pm, \$375.00 per youth.
 - Monday, December 20th thru Thursday, December 23rd and Monday, December 27th thru Thursday, December 30th. May or may not include field trip days, depending on Covid-19 restrictions.
 - NBGC is closed Friday, December 24th and Friday, December 31st.
- o Single Full Day, 8am-6pm, \$60.00 per day per youth.
- o Single Full Day + Field Trip, 8am-6pm, \$70.00 per day per youth.

- Spring Break (Unfortunately, private schools are on different calendars and therefore we will not offer a private week.)

- o Full Session 2021-2022, 5 days 8am-6pm, \$275.00 per youth.
 - Monday, April 11th – Friday, April 15th, may or may not include trips on Tuesday & Thursday, depending on Covid-19 restrictions.
- o Single Full Day, 8am-6pm, \$60.00 per day per youth.
- o Single Full Day + Field Trip, 8am-6pm, \$70.00 per day per youth.



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- **Summer Camp**

Summer Camp pricing varies depending on when the family registers for the program. The cost below was the **2021 Summer Pricing** – the cost may go up due to city minimum wage and the cost of trips, transportation, etc.

General Open Registration will be held on Saturday, March 13, 2022.

- o Pre-Summer Camp, June 7-2021 - June 25, 2021
 - 8am-6pm \$245 per youth / per week
- o All Core 6 Week Package, June 28-2021 - August 6, 2021
 - 8am-6pm \$1,155.00 - \$1,275.00 per youth
 - 8am-3pm \$820.00 – \$905.00 per youth
 - 10am-3pm \$590.00 – \$650.00 per youth
 - 10am-6pm \$925.00 - \$1,020.00 per youth
- o All August 3 Week Package, August 9, 2021 – August 27, 2021
 - 8am-6pm \$735.00 – \$975.00 per youth
- o Any August Full Week, August 9, 2021 – August 27, 2021
 - 8am-6pm \$260.00 – \$325.00 per youth
- o Any Full Week 8am-6pm \$260.00 – \$325.00 per youth
- o Any Full Day 8am-6pm \$75.00 - \$95.00 per day per youth

- **CPS Emergency Closing Days**

NBGC has a history of hosting days at the Clubhouse from 8am-6pm when CPS is closed. Occasionally we have needed a later start if there is extreme weather and opening staff are not in the direct vicinity of the Clubhouse. The NBGC families have come to rely on this support and can have an easy action plan if school closes for extreme cold, snow or teacher strikes. The cost for the families enrolled in the current Full afterschool session will be \$20 per youth per day to help cover the unexpected staffing charge.

- **Financial Assistance**

NBGC believes that "Everyone Plays" and offers families the following financial assistance:

- o *Illinois Action for Children* - A state program that allows working and student parents the ability to apply for assistance based on income. The NBGC vouchers the state for youth childcare with a copay assigned to them by the state and paid to NBGC.
- o *DCFS* – Families with children in the DCFS adoption and/or foster care program can apply for funds. The NBGC vouchers the state directly for services approved.
- o *NBGC Financial Assistance* - All families in need can apply for assistance to cover up to 100% of the cost of the program. Each family is unique and may need one time or ongoing assistance to thrive.
- o *Payment Plans* – NBGC is always accommodating to families in need of making payments over time.

Athletic Programs

In addition to the Afterschool Programs, the NBGC runs seasonal sports that focus on instruction, skill development, leadership and character building. The program offers 4 age divisions and gender specific programs for most sports except spring soccer, summer baseball, and lacrosse which are coed.

\$120.00 Fall Soccer	\$60.00 Winter Basketball	\$120.00 Spring Soccer	\$120 Tennis
\$120.00 Fall Flag Football	\$60.00 Winter Floor Hockey	\$120.00 Summer Baseball	
\$120.00 Fall Cheerleading	\$60.00 Winter Volleyball	\$60.00 Summer Lacrosse Clinics	

YOUTH REGISTRATION

**Neighborhood Boys & Girls Club
Afterschool Registration
Phone (773) 463-4161**

FAMILY NAME _____

New Family

(Last name of child - Last name of Parent (if different))

Youth 1 (oldest)

First Name _____

Last Name _____

Date of Birth _____ **Age** _____

Boy **Girl** **Ethnicity** _____

School _____

Current Grade _____

Special needs, health conditions, limitations, medications or allergies? Please follow up and provide 504 plans, emergency care plan, etc.

Youth 2

First Name _____

Last Name _____

Date of Birth _____ **Age** _____

Boy **Girl** **Ethnicity** _____

School _____

Current Grade _____

Special needs, health conditions, limitations, medications or allergies? Please follow up and provide 504 plans, emergency care plan, etc.

Youth 3

First Name _____

Last Name _____

Date of Birth _____ **Age** _____

Boy **Girl** **Ethnicity** _____

School _____

Current Grade _____

Special needs, health conditions, limitations, medications or allergies? Please follow up and provide 504 plans, emergency care plan, etc.

Child Self Sign Out (For Children 5th grade & older only)

By signing this agreement, you are giving your child the authority to sign themselves out of the program at the end of each day. The After School Program ends at 6:00 pm. Younger children cannot sign themselves out at any time. An older sibling can be given the ability to sign themselves out and then be authorized to sign out a younger sibling.

Yes _____ has my permission to sign out. No, my child cannot sign out.

Participation Agreement

I hereby give permission for my child(ren) to participate in NBGC activities, including swimming and field trips. I fully assume all responsibility for injuries my child(ren) or I may receive or articles lost while participating in these activities or while in travel to or from said activities and field trips, and hereby release the Neighborhood Boys & Girls Club and its employees from liability for any injury my child(ren) may sustain. I hereby grant permission to the NBGC for the use of any and all photos in which my child(ren) may appear.

Signature of Parent/Legal Guardian

Date

Medical Release

In the Event of a medical emergency, I hereby authorize and give my consent to the Neighborhood Boys & Girls Club and its employees, coaches and/or volunteers to secure from any accredited hospital, clinic, and/or physician any treatment deemed necessary for my child(ren)'s immediate care. I agree that I shall remain responsible for any and all expenses incurred for such emergency medical care and treatment.

Physician Name _____

Hospital Name _____

Insurance Co. _____

Policy # _____

Signature of Parent/Legal Guardian

Date

TO BE COMPLETED BY STAFF

Session Tuition \$360.00 **2021-2022 School Year**
Session 1 Tues. Sept. 7th - Thurs. Nov. 4th (cancellation date Aug. 31st)
Session 2 Tues. Nov. 8th - Thurs. Jan. 27th (cancellation date Oct. 25th)
Session 3 Mon. Jan. 31st - Thurs. Apr. 7th (cancellation date Jan. 17th)
Session 4 Mon. Apr. 18th - Tues. Jun. 14th (cancellation date Apr. 4th)

Winter Break \$375.00
Mon. Dec. 20th - Thurs. Dec. 23rd (closed Dec. 24th)
Mon. Dec. 27th - Thurs. Dec. 30th (closed Dec. 31st)

Spring Break Public \$275.00
April 11th - 15th

Days off School Add on Package \$250.00
All single half or full days off must be registered for in advance by emailing programs@nbgc.org

Registration Date _____ Pd Check # _____ Pd Credit Card Pd Cash Pd Online

Staff Signature _____ Financial Assistance AFC/DCFS **Amount Paid \$** _____

PARENT INFORMATION

Child Lives With _____

Yes To help us secure funding for our your programs, does your family qualify for any subsidized federal program?
Free/reduced lunch, Illinois Action for Children, TANF, Etc.

Primary Email _____

Primary Phone _____

Parent 1 _____

Parent 2 _____

Address _____

Address _____

City, State, Zip _____

City, State, Zip _____

Email Address _____

Email Address _____

Home Phone _____

Home Phone _____

Work Phone _____

Work Phone _____

Cell Phone _____

Cell Phone _____

Occupation _____

Occupation _____

Company _____

Company _____

EMERGENCY CONTACTS

PERSONS OTHER THAN PARENTS TO BE CONTACTED IN CASE OF AN EMERGENCY

1 Name _____

2 Name _____

Relationship _____

Relationship _____

Phone 1 _____

Phone 1 _____

Phone 2 _____

Phone 2 _____

PICK-UP INFORMATION

PERSONS AUTHORIZED TO CALL, PICK UP, OR RECEIVE YOUR CHILD OTHER THAN PARENTS
ANYONE PICKING UP YOUR CHILD MUST PRESENT A PICTURE ID UPON REQUEST

1 Name _____

3 Name _____

Relationship _____

Relationship _____

Phone 1 _____

Phone 1 _____

Phone 2 _____

Phone 2 _____

2 Name _____

4 Name _____

Relationship _____

Relationship _____

Phone 1 _____

Phone 1 _____

Phone 2 _____

Phone 2 _____



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Afterschool Program Parent Guidelines

Welcome to the Neighborhood Boys & Girls Club. Please take the time to review the information and guidelines provided for you about our program. We want to provide your child with an exciting, fun-filled and safe experience. **Please discuss these policies with your child.** If you have any questions please feel free to contact: **Rachel Park for Coonley Program, Program Director for NBGC Program, Nissa Finch for Bateman Program, or Jasmine Anza for Cleveland Program** assistance.

License-Exempt Child Care Facility

Initials _____

The Neighborhood Boys & Girls Club is a license-exempt facility as outlined in the Illinois Childcare Act of 1969, (225 ILCS 10/). NBGC is a program that serves only school-age children and is organized to promote childhood learning, child and youth development, educational and recreational activities, and character building. NBGC is not licensed or regulated by the Department of Children and Family Services but it does comply with the standards of the Illinois Department of Public Health, the Illinois State Fire Marshal and in accordance with the Illinois Department of Human Services.

Firearms

Initials _____

Notice to all members, parents, family and affiliates of the Neighborhood Boys & Girls Club. In compliance with Illinois state law 430ILCS 66/65: A licensee under this Act shall not knowingly carry a firearm on or into: Any building, real property, and parking area under the control of a pre-school or child care facility, including any room or portion of a building under the control of a pre-school or child care facility. We ask that all members, parents, family and affiliates adhere to the state law and in helping keep our youth and environment safe. Exception to this rule is if firearm is possessed by a peace officer.

Medical/Emergency Policies

Initials _____

Injury/Medical Emergency Procedures:

The Neighborhood Boys & Girls Club will always try to provide a safe and healthy environment for your child/children. In the event of an emergency, the staff will follow the following procedures:

1. We will call 911 for medical professionals to handle any serious accidents.
2. A call will be made to you to inform you of the situation. If you cannot be reached, we will call the emergency number(s) you have given us on the Emergency Information Form.
3. If your child needs medical care, a staff member will accompany him/her to the nearest hospital and will remain with him/her until a parent or guardian arrives. Medical treatment will not begin until the hospital receives your permission, or we have the signed authorization for medical treatment from parent or guardian.

Medication

Initials _____

The Neighborhood Boys & Girls Club does not administer medication of any kind. Therefore, staff should not be asked to administer shots or oral medication. If a child is required by a doctor to take medication, the medication should be administered at home. If any medication is required during NBGC activities, a parent or guardian of the child may 1) *bring the medication, (oral or injection, in the original container with the child's name on it) to NBGC for the child to administer to himself or herself under the supervision of the Senior Staff (all medication will be kept in the Senior Staff Office) or 2) accompany or join the child at the program in order to administer the medication.* The exception to this policy is if the parent provides a Physician certified medical action plan that the organization can accommodate.

Discipline

Initials _____

Discipline will be administered for one or more of the following:

- A child may not disturb or hurt others, verbally or physically.
- A child may not damage equipment or property.
- A child may not place himself/herself in a dangerous situation.

In the event that your child is misbehaving, the staff will step in and remove the child from the situation. Penalties that may be implemented include time-outs, writing assignments, community service and loss of special privileges.

A child's misconduct will be handled as follows:

1. *First Occurrence:* Persistent misbehavior will be discussed with the parent or a written notice will be forwarded to the parent(s) to request a meeting with them to discuss the matter. Parental failure to respond will result in your child being terminated from the NBGC Afterschool Program.
2. *Second Occurrence:* If a second written notice or meeting is needed due to continual misconduct by the child, it will result in an immediate 3-5 day suspension from NBGC without a refund to the parents.
3. *Third Occurrence:* Your child will be dropped from the NBGC Afterschool Program when the third notice of inappropriate behavior is documented without a refund to the parents.

The exception to the above process will be if a child becomes physically or verbally abusive to a staff member or puts themselves or someone else in immediate danger. The child's parent(s) will be called immediately, and the child will be terminated from the NBGC Afterschool Program.

Consequences for misbehavior may include restrictions from the program and/or trips without a refund to the parents.

Authorized Pick-Up People

Initials _____

Only those persons authorized in writing on the Emergency Information Sheet may pick up a child. We will not release any child to an unauthorized person for any reason. If you plan to have your child picked up by someone other than an authorized person, it is necessary to notify a Senior Staff Member: **Nissa Finch, Jasmine Anza or Rachel Parks in writing.**

Sign-out Policy

Initials _____

When you pick up your child, you must enter the building, sign the attendance sheet and write down the **correct time.**



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Late Pick Up Fee

Initials _____

All programming ends at 6:00 pm. All Children must be signed out by this time. A \$1.00 per each minute late fee per child will be assessed. Calling us to notify us of tardiness does not void the late pickup charge.

Attire

Initials _____

During the program, your child should wear comfortable clothing and shoes. Remember, your child will be involved in a sports and recreational program and should dress accordingly. **All valuables should be left at home. We cannot be responsible for, or replace any item lost or taken.** All items that your child will be bringing should be labeled clearly with the child's full name.

Walk/Drive Programs

Initials _____

The NBGC staff may walk youth to the Clubhouse as part of the program on a daily basis or if the youth are participating in an athletic program. Safety is very important, and youth must be aware and follow walking and passenger rules at all times. If a youth is not following safety rules, they may be suspended from the walking program or removed from the walking program for the remainder of the session/year. We always want to give second chances to individuals, but group safety can never be placed at risk. If a child is removed from the walking program, the responsibility for transportation will be on the family. Refunds will not be issued if the child is removed from the walking program. We may use the NBGC 15 passenger van as transportation if available when needed.

Field Trips

Initials _____

Included in the Emergency Information Sheet is a field trip permission slip. This signed release allows the Neighborhood Boys & Girls Club to include your child in field trips planned for your child's learning and enjoyment purposes. These field trips include, but are not limited to, paid trips where a bus may be used, paid trips in the neighborhood requiring the children to walk, walking trips to other parks and/or activities, free trips. If your child does not wish to attend a field trip, the parent(s) must send a note prior to leaving on the trip. If your child does not attend the trip, we will try to provide alternative activities for their enjoyment or ask that you make other arrangements for the day. All Trips must leave the Clubhouse on time. Children that are late and arrive after the bus has left will be offered the following options: (1) Parents can drive them to the trip and hand them off to the staff, (2) The child may be sent home if all program staff are at the field trip and no supervision is available. I understand that my child must wear an NBGC Camp Shirt for all trips and if they do not have a shirt I **will be charged \$10.00 for a shirt.**

Lunch

Initials _____

I understand that I must provide a lunch (or money to purchase a lunch, if available) for my child each day. If I do not provide a lunch, then I understand that I will be charged a \$5.00-\$10.00 lunch fee and my child will be provided with a lunch.

Contracted Services

Initials _____

When a child is registered for the NBGC Afterschool Programs, please realize that plans are already set in motion to ensure that your child receives the best program care. We understand that plans change, and we have policies to handle these requests.

After registration, the families will be invoiced at the beginning of each session. If you are not planning on using the program you must notify NBGC in writing two weeks prior to the start of the next session that you will not be using. **All notifications of cancellation MUST be made in writing to FINANCE@nbgc.org. Refunds will not be issued after the start of a session.**

Full registration forms and first session payment are due one week prior to initial start of program each school year. All additional sessions will be automatically invoiced.

Days off School not included

Initials _____

All full days off school are not included in the full sessions of the afterschool program. Families can purchase the days off package for all days off or pay for these days individually as needed. Package pricing is heavily discounted and will not be prorated.

Requests for Refunds for Prepaid Services

Requests for refunds can be made up to 2 weeks prior to the start of each session, see deadlines below. Families can choose to receive their refund as a program credit for full value or as a cash refund with a 15% service fee. All requests must be made in writing and submitted to finance@nbgc.org by the deadline dates. Requests made after the deadlines will not be honored.

NBGC does not prorate a session. Families can register per session or daily as needed.

Deadlines

Please program these dates into your calendars

Initials _____

Tuesday, August 31, 2021
Monday, October 25, 2021
Monday, January 17, 2022
Monday, April 4, 2022

Last day to cancel Session 1 – please email finance@nbgc.org
Last day to cancel Session 2 – please email finance@nbgc.org
Last day to cancel Session 3 – please email finance@nbgc.org
Last day to cancel Session 4 – please email finance@nbgc.org

Tuesday, August 31, 2021
Monday, November 1, 2021
Monday, January 24, 2022
Monday, April 11, 2022

Payment due for Session 1
Payment due for Session 2
Payment due for Session 3
Payment due for Session 4

A 15% late fee per month will be assessed for any open balances past the deadline dates.
A \$25 Non-sufficient Funds Fee will be charged for any returned checks.

I have read and understand the "Parent Guidelines" and agree to abide by the policies stated herein.

PARENT SIGNATURE _____

DATE _____