

Boys & Girls Club

Of WESLACO INC

300 N AIRPORT DR SUITE B

Weslaco, Texas 78596

(956) 973-1610

www.weslacoboysandgirlsclub.net

“The Positive Place for Kids”

PARENT HANDBOOK – TRADITIONAL SITES

Corporate Status: Boys & Girls Club of Weslaco Inc. is a non-profit 501(c) 3 Corporation under the laws of the State of Texas, April 2013, chartered by the Boys & Girls Club of America.

Authority: The Club’s authority is Mid-Valley. It is the only youth service organization with a primary emphasis to reach economically disadvantage youth.

Administrative Office: 300 N Airport Dr. Suite B Weslaco Texas 78596

Club Management: Corporate affairs are managed by a volunteer Board of Directors. Responsibility for the management and operations of the Boys & Girls Club of Weslaco Inc is the Executive Director or Chief Professional Officer who is accountable to the Board of Directors.

Funding: Boys & Girls Club of Weslaco is funded by Corporate and individual donations, an annual fundraising campaign, an annual Bar B Que Cook Off, other fundraising are club staff led events.

Mission Statement: To inspire and enable all young people, especially those from disadvantaged circumstances, to realize their full potential as productive, responsible, and caring citizens.

Vision Statement: Safe havens for youth, providing generation changing outcomes.

Core Beliefs: A Boys & Girls Club provides a safe place to learn and grow ongoing relationships with caring adult professionals, life-enhancing programs, and character development experiences, and hope and opportunity.

Core Program Areas:

Character Development programs to empower members to support and influence their Club and community, sustain meaningful relationships with others, develop a positive self-image. Participate in the democratic process and respect their own and other cultural identities.

Education and Career Development programs enable members to become proficient in basic education disciplines apply learning to everyday situations and embrace technology to achieve success in a career.

Health and Life Skills develop members’ capacity to engage in positive behaviors that nurture their own well-being, self-esteem, personal goal setting and the ability to live successfully as self-sufficient adults.

The Arts enable members to develop their own creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, creative writing, and the performing arts.

Sports, Fitness & Recreation develop fitness, positive use of leisure time, skills for stress management, social skills, and an appreciation for the environment.

Program Sites (after school drop-in sites for ages 6-18)

Main Unit 300 N Airport Dr Suite B Weslaco, Texas Open all year	Memorial Elem Site 1700 S Broder Site Coordinator Eric Cavazos	Silva Elem. Site 1001 W Mile 10 Rd Site Coordinator Ivy Lopez	Ybarra Elem. Site 1800 E Mile 10N Site Coordinator	Rico Elem 202 N International Blvd. Site Coordinator
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For more information, please contact the administration office at (956)973-1610.

To the Parents/s or Guardian/s:

Welcome to the Boys & Girls Club of Weslaco Inc. traditional after school program. We are proud to have your child(ren) as new members of this great club. This Handbook has been designed to acquaint you with our policies, procedures, and guidelines. If you do not find answers to your questions in this handbook, please call the program director at the administrative office: (956) 973-1610.

The staff of all Boys & Girls Club sites are have had a criminal and sex offender background checks to assure the safety of your child(ren), Any and All volunteers must pass the background check

It is our intention and goal to keep you well informed of all programs and activities. Parent meetings are held periodically. We encourage you to attend these meetings if possible. Special notices are posted on the bulletin board at each site. Please check the board weekly for notices of special events, activities, etc.

We have many volunteer opportunities and would welcome and appreciate your participation in the planning and conducting of special events. Contact the Site Director of the program Director at the administrative office for more information. As with our staff, we do require criminal background checks for volunteers working with children at any of our sites.

Hours and Days of Operation: Traditional sites are open Monday through Friday from school dismissal to 6:30 p.m. beginning the first day of the school year and continuing through the last day of the school year. When your child(ren) attends a new site be sure they are checked in with the front desk as they will need emergency information for your child(ren).

The Club follows Idea School Calendar but Summer we are open June and July Please call the site for exact dates and hours: (956) 973-1610

Membership and Registration: The monthly membership fee is \$40.00 and must be paid with your registration. All membership forms and Parent Handbook acknowledgement must be completed, signed, and returned to the site before your child(ren) may participate in the Boys & Girls Club of Weslaco Inc. program. To provide the best possible care, please be sure to provide the Site Director with any changes in emergency contact information and phone numbers.

Surveys: As part of the National Boys & Girls Club Program, we conduct an annual survey to ensure our Club's programs meet the needs and interests of your child(ren). All information provided in this survey is kept private and confidential. Your child(ren)'s participation is voluntary. Please notify the Site Director if you would prefer that your child(ren) not participate.

Arrival and Departure: The Boys & Girls Club of Weslaco Inc is a Traditional Boys & Girls Clubs site. **They are not a licensed day care provider.** Your child(ren) will always be supervised at the club site; however, *we do not allow your child walk out without the parent's signature.* Your child(ren) may arrive at the site any time after school dismissal. Members must be picked up by 6:30 p.m. As a courtesy we will call your child using our PA system.

Parent Visitation: All parents are welcome to volunteer or attend special events, but for safety concerns, you must fill out a volunteer form and we run a background check. No one is allowed passed glass doors without the proper documents.

Personal Belongings and Clothing: Closed toe shoes are required when your child(ren) participates in any athletic or outdoor activities. The Boys & Girls Club of Weslaco Inc. is not responsible for lost or stolen articles. If a possession is valuable, we recommend that your child(ren) leave it at home. Found articles will be kept at the site for up to two weeks after which time, any unclaimed items will either be donated or thrown away.

CLUB HAS NO TRANSPORTATION/ Transportation: If transportation is provided by IDEA, it is a privilege not a requirement. All ineligible students riding on a space available basis-must ride the assigned bus and will be on a zero-tolerance conduct status. **There will be no exceptions.** Zero tolerance means if the student gets one safety report for breaking the bus rider policies, they cannot ride the bus for the remainder of the school year. This policy applies to any Boys & Girls Club members being transported to our Club sites.

Discipline and Guidance

Discipline and Guidance: Boys & Girls Clubs are about kids, and we realize kids will be kids. We know there is going to be minor pushing, shoving, or arguing, but we will do our best to make this a wonderful experience for your child(ren) and to always be a “Positive Place for Kids.” There are Club Guidelines that define major conduct violations. Please review these with your child(ren). Our staff will implement the following guidelines:

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| • Smoking | Confiscate the items and call the parents. |
| • Drugs or Alcohol | Confiscate the items and call the police. |
| • Weapons | PERMANENT SUSPENSION |
| • Disrespect toward Staff of Volunteers | First Offense – time out
Second Offense – parent notification and one-day suspension
Third Offense – Immediate 3-day suspension and meeting with parents |
| • Fighting (Physical, kicking, biting, hitting, etc.) | Not witnessed by staff – time out for all involved
Witnessed by Staff – Immediate 3-day suspension for all involved, and meeting with parents. |
| • Play Fighting | Play fighting is dangerous and will be treated as above. |
| • Ignoring Suspension | If a child returns to the site on a day, he/she has been suspended and a parent does not come to pick up the child, a day will be added to the suspension. |

If a Parent cannot be reached, the member will be placed in in-house suspension and/or suspended from the Club for one or more days.

*Suspension of Membership: The Boys & Girls Club of Weslaco Inc is responsible for ensuring the safety of our members who use or participate in activities and programs at our sites. **We reserve the right to refuse use of or attendance at our sites, programs, or activities.** Any member, parent or guardian who has been accused of assaultive offenses or sexual indecency offences may not be allowed to attend or visit a Club site. A member who is on probation for assaultive offenses or sexual indecency offenses will have his/her membership suspended and may not attend or visit any Boys & Girls Club site.*

File with membership application

Parent Handbook Acknowledgement Receipt

Received a copy of the Parent Handbook. I hereby agree and acknowledge by my signature below that I have reviewed and will review and discuss the rules and expectations governing Member’s behavior while attending or participation in Boys & Girls Club activities or programs with my child(ren). I also agree to accept the consequences outlined in the Discipline and Guidelines section of this Handbook.

Parent or Guardian

Date

Member’s Name

Policies & Procedures

Culture of Safety: Boys & Girls Club of Weslaco continually updates robust safety policies, programs and training for staff and volunteers to promote child safety and protect young people from threats in our society. These resources include but are not limited to:

- Child abuse Prevention Policy
- Prohibition of Private One-to-One Interaction Policy
- Supervision and Facilities Policy
- Drug-and Alcohol-Free work place Policy
- Incident Management Policy
- Technology Acceptable Use Policy
- Transportation Policy
- Emergency Operations Plan Policy

Safety Policies: Boys & Girls Club of Weslaco maintains comprehensive safety policies that protect youth, including but not limited to policies on supervision, transportation, communication and prohibition of one-on-one contact.

24-hour Toll-free Child Safety Hotline: We encourage all staff, members and families to report any incident or situation they feel is unsafe. Through our national partnership with [Praesidium](#), one of the nation's leading safety experts, Boys & Girls Club of Weslaco members and staff have access to a confidential 24-hour toll-free Child Safety Hotline at [866-607-SAFE \(7233\)](tel:866-607-SAFE) or SafeClub@Praesidiuminc.com.

SUPERVISION

Boys and Girls Clubs (local name) is committed to providing a safe environment. All Club activities and program spaces shall always be under continuous supervision by sight or sound (for restroom supervision) by an appropriate adult staff (18 or over). To ensure appropriate supervision, staff and volunteers:

- Must abide by the prohibition of private one-on-one interaction policy.
- Must abide by all the organization's disciplinary policies and procedures.
- Must ensure that at least one adult staff (18 and over) is present when supervising members.
- Must always maintain proper supervision ratios.
- Must be trained on appropriate supervision tactics and behavior patterns.
- Must ensure that all youth staff and volunteers are supervised by an adult (18 and over) staff member.
- Must immediately notify Club leadership and/or submit written reports detailing supervision issues, accidents or critical incidents.
- Must never use electronic devices such as cell phones, PDAs or other communication devices while supervising members unless for Club purposes, as defined in the Acceptable Technology Use Policy.

EMERGENCY OPERATIONS PLAN

- Fire
- Weather (tornado, flooding, hurricane, etc.)
- Lockdown (for interior or exterior threat)
- Bomb threat
- Suspicious package
- Training/drill schedule and reporting procedures for staff, volunteers and members.

State and Local Laws: We comply with federal, state and local safety laws, including those impacting facilities and vehicles.

Safety Partnerships: Nationally, Boys & Girls Clubs of America works with leading experts in the areas of safety, security and technology to develop state-of-the-art solutions for Clubs. Partners include:

- National Child Safety Advisory Task Force, made up of leading experts and organizations
- Blue Ribbon Taskforce, composed of local Club leaders who provide input on safety direction and key safety initiatives
- Mental Health First Aid, a national program that teaches skills to recognize and respond to signs of mental illness and substance abuse
- Crisis Text Line, a confidential text message service for youth in times of crisis

Locally, Boys & Girls Club of Weslaco partners with:

- Weslaco Police Department

- Weslaco Fire Department
- Weslaco City Department

Continued Commitment: In July 2020, Boys & Girls Club organizations voted to adopt additional safety measures to further improve safety within our Clubs. Though many of these practices were already commonplace across our Movement, this vote made them mandatory for all Clubs. These include more stringent reference and background checks, enhanced Safety Committee requirements, stronger communication of key safety resources and information, and more. With unprecedented majority, on July 26, 2021, local Boys & Girls Clubs voted in record number to adopt additional membership requirements that further enhance child safety, implementing recommendations from RAINN that began in 2020 and will continue over the next two years - a demonstration of our continued commitment to keeping kids safe.

Nationally, Boys & Girls Clubs of America has advocated for passage of the [U.S. PROTECT Act](#) to improve background screening systems and access. The national organization has also partnered with the [FBI](#), the [National Center for Missing & Exploited Children](#) and the [Centers for Disease Control](#) to support the development of safety practices that benefit ALL youth-serving organizations.

America's young people deserve nothing less than our constant focus on their safety and our firm commitment to protect every child who is entrusted to our care at Boys & Girls Club of Weslaco. To [learn more](#) about our national safety policies and actions, please visit Boys & Girls Clubs of America's [Child Safety page](#).