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MOREAU COMMUNITY CENTER  
*making community connections*

**Presents...**



**Buddy Application**

## Important Notes

This Program was designed for teens ages 13-15. While this is a free program, it is only for teens that are willing to help the adults and children in their class. They are not in charge of any of the children in the class, nor will they have any responsibilities where they will be alone with the children at any time. Even though they are not campers they are still required to have registration information and follow the discipline policy. Please note that if your teen is not following the policy or helping in their class, they may be dismissed from the Buddy program. Please note that space is very limited for this program. We are only accepting 5 teens this year.

- Pack a bag lunch for your child daily, unless otherwise specified. Icepacks are recommended as we don't have refrigeration space. Please note that we are unable to heat food up.
- Morning drop off will be at Tanglewood Elementary school. The camp entrance will be the main door next to the playground. Pick up will be at Tanglewood on Mondays, Tuesdays, and Thursdays. On Wednesdays pick up will be at the Moreau Rec; pavilion 4. On Fridays pick up will be at the Sandbar beach.
- Please make sure that your child brings a bathing suit and a towel on Fridays for the beach.
- Please make sure that your child has sunblock and bug spray on everyday. We will only sunblock children on water days.
- Children will be grouped primarily by age.
- Afternoon snack will be provided.
- In case of inclement weather on Wednesday's and Friday's pick up will be at the Moreau Community Center. You will be notified in advance when this happens.
- Authorized individuals to pick up children must be on the registration. Updates to this list must be made in writing. Always make sure that all individuals picking up your child have proper ID as staff will ask for it.
- Camp runs from 9AM to 4PM. Extended AM begins at 7:30 AM and Extended PM begins at 4PM and ends at 5:30PM. You must be signed up for extended AM/PM care to use this service. If you drop off your child before the start of camp and are not signed up you will be reminded of the times after that you will be charged the extra time fee. The same applies for PM extended care.



# Contact Information

Child's Name \_\_\_\_\_

Sex (Please circle) M or F Date of Birth \_\_\_/\_\_\_/\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City) (State) (Zip)

\*\*\*\*\*

#1 Parent/Guardian Name \_\_\_\_\_

Address (If Different from child's) \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City) (State) (Zip)

Phone \_\_\_\_\_ Cell \_\_\_\_\_

E-mail \_\_\_\_\_

Place of Employment \_\_\_\_\_ Phone \_\_\_\_\_

\*\*\*\*\*

#2 Parent/Guardian Name \_\_\_\_\_

Address (If Different from child's) \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City) (State) (Zip)

Phone \_\_\_\_\_ Cell \_\_\_\_\_

E-mail \_\_\_\_\_

Place of Employment \_\_\_\_\_ Phone \_\_\_\_\_

\*\*\*\*\*

Person to notify in case of Emergency \_\_\_\_\_

Phone # \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Home) (Work) (Cell)

Person(s) other than parents authorized to pick-up child (please list their relationship)

\_\_\_\_\_  
(Name) (Relationship)

\_\_\_\_\_  
(Name) (Relationship)

\_\_\_\_\_  
(Name) (Relationship)



# Waivers & Rules

## Liability waiver & Rule Acknowledgement

I absolve the Civic Center of Moreau, Inc. d.b.a. The Moreau Community Center and any of its employees and volunteers of any liability in the event of an accident or emergency occurring while my child is participating in a Moreau Community Center sponsored program and any areas that may be encompassed thereof. Parents will be accountable for damage caused by their child(ren). No disorderly conduct will be tolerated. Swearing, physical contact, verbal abuse, weapons or items that could be used as weapons will not be permitted. **Personal belongings of toys, electronics, including ipods etc, held games etc are not permitted at camp. Cell phones are permitted for 11/12 year olds but must be put away during the program and pictures can't be taken with them.** Suspension or expulsion is our last resort, but please note that ALL FEES are NON-REFUNDABLE.

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Signature

## Additional Information

If you have any additional questions or need further information on the information on this application, please contact Jennifer Rich (ext. 17) or Donna Nichols (ext. 10) at the Moreau Community Center at 792-6007. The Moreau Community Center hours of operation are Monday through Friday from 8:00AM-4:00PM.

### Late Fee Charges

If your child is not picked up by 5:30PM a \$25.00 late fee may be charged to you.

### Returned Check Fee

There will be a \$30.00 fee for any check returned from the bank because of insufficient funds, etc. You will be responsible to pick up your check at the Moreau Community Center immediately upon notification.

## Behavior Management

The Moreau Community Center's Kids Korner/Camp Moreau programs are designed to offer children an educational and social environment, in which they share a variety of learning experiences in a safe setting. Your child's participation in the program is conditional upon acceptable behavior and personal discipline while participating in the program. Your child can be suspended or terminated at any time if it is determined that they are a danger to other children, themselves, or staff if they are exhibiting inappropriate behavior. There will be no one-on-one supervision as we are a group oriented program. In an attempt to provide you with as much information as necessary concerning you child's behavior in the program, this notice will advise you of the procedures that will be used by staff and management should a problem arise. The child can only benefit from parents and staff working together.

If a problem does occur:

The Site Supervisor will advise the parent of the problem first verbally. If the problem continues a communication form will be given. The staff will talk to the child about his/her behavior and redirect to another activity. If the problem continues the staff will talk to the child again and immediately place the child into a time out. (1 minute of time out for each year of age of the child). Three negative communication forms within a months' time period the parent will be notified that a meeting is necessary with the Youth Director and the Executive Director. This meeting could result in a one to two-day suspension depending on the severity of the problem.

### Zero Tolerance:

Depending on the severity of the incident (i.e. aggression), one written communication form may warrant a temporary or permanent suspension from the Kids Korner/Camp Moreau Program. The Youth Director, in consultation with the Executive Director, has the authority to suspend your child from the program.

Fighting or intentionally causing physical harm to another person or verbal and/or physical intimidation will be an automatic suspension depending of the severity of aggression.

- Hitting, kicking, biting, or spitting on another child or staff member.
- Continued verbal abuse of others
- Throwing program objects at others or destroying program property  
are grounds for a one-day suspension or more depending on the severity.

If your child has a behavior plan please share this with the Youth Director. Please note that the school is unable to share any information with us.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



144 Main Street  
South Glens Falls, NY  
12803

Phone: 518-792-6007  
Fax: 518-792-0837  
Email: info@moreaucommunitycenter.org

## MOREAU COMMUNITY CENTER RELEASE FORM

(Please check all boxes that apply)

- My child has permission to travel with the Summer Camp Program to sites away from Tanglewood Elementary School. I understand she/he will travel by school bus. Field trips may include but are not limited to museums, library, parks, etc. All field trips are scheduled for Wednesdays and beach day is every Friday at the Sand Bar Beach.
- I hereby grant permission for Moreau Community Center to use photographs that show my child participating in the Center's program(s), in official printed materials such as approved brochures, newsletters and the Center's web site. The Center will assure no names or identifying information are included, will use group photo settings rather than individual photos, and will limit use to official purposes only. I understand that these materials will be available to the public in printed form and/or on the Center's Internet web site, which can be seen by individuals with access to the World Wide Web (www.).
- I DO NOT give permission for Moreau Community Center to use photographs that show my child participating in the Center's program(s), in official materials such as approved brochures, newsletters, and the Center's web site.

***In the event of an emergency at our child's Camp Moreau, your child(ren) will be bussed to an alternate location and you will be notified immediately.***

**Child(ren) Name(s):** \_\_\_\_\_

**Program:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_