



MEDICAL HISTORY:

Child's Name: _____ Age: _____ Date of Birth: _____

Is your child in general good health? () Yes () No

Is your child on any regular medication? () Yes () No

If so, why and when does it need to be taken? _____

*** Note: All medication must be in their original contain or with complete labels. Medication must be accompanied by a written physician's order. Medication is not transferable.**

Does your child have any allergies? () Yes () No

If so, please list the triggers and how we could best respond? _____

Is your child allergic to any food or medication? () Yes () No

If so, please list the triggers and how we could best respond? _____

Does your child have any physical limitations that may prevent him/her from participating in our program?

() Yes () No If so, please explain: _____

In case of emergency:

Every attempt will be made to contact a parent/guardian first, in the event they cannot be reached----

Who should we contact involving your child's welfare? _____

Relationship to child: _____ Contact Number(s): _____

Hospital Preference: _____

Child's Doctor: _____ Phone Number: _____

Child's Dentist: _____ Phone Number: _____

Insurance Carrier: _____ Phone Number: _____

*****All registrations and weekly payments must be made by Monday of the week attending*****

Parent/Guardian Agreement:

*I herby certify that my child (participant's name) _____ is in normal health and has my permission to participate in all planned After School Student Care & Fun Club activities. In the event of an emergency, if neither parent nor the emergency contact person can be reached, I give my permission to the CCCC staff to secure emergency medical attention. Prudent attempts will be made to contact the parents or guardian immediately. I understand relate medical expenses for this medical attention will be my responsibility. **By signing this, I am acknowledging that the above information is accurate. Also I acknowledge I have fully read and understand the policies and procedures of the After School Student Care & Fun Club Programs and that I agree to the information in the Parent Handbook.***

Signature: _____ Date: _____



CCCC Discipline and Conduct Agreement

We believe that children learn self-control when adults treat them with dignity and use discipline techniques such as:

1. Guiding children by setting clear consistent limits for behavior in all programs.
2. Visualizing mistakes as an opportunity to learn from them.
3. Redirecting children to more acceptable behavior or activity.
4. Listening when children talk about their feelings and frustrations.
5. Guiding children to resolve conflicts and modeling skills that help them solve their own problems.
6. Patiently reminding children of the rules and their rationale as needed.

Corporal punishment or abusive language of any kind is not allowed in any program operated by the Carroll County Community Center. Rules will be consistent, based on the understanding of individual needs and development. Rules will promote self-discipline and acceptable behavior. Positive reinforcement will be used to guide the children. If necessary a time-out period will be used to help regain control and not used as punishment. Examples of inappropriate behaviors have been listed.

Minor Offenses

- Back talking to a counselor
- Not listening to directions
- Being disruptive / loud
- Antagonizing /starting trouble
- Bringing items that are not necessary
- Picking / Play fighting / Wrestling
- Going into other people's belongings

Major Offenses

- Fighting / Pushing / Kicking
- Foul language
- Throwing restrictive objects, endangering the safety of others (sticks, rocks, wood, balls, etc.)
- Destroying CCCC equipment or property
- Lying / Deceiving / Stealing
- Endangering the safety of others
- Name calling / teasing (bullying)
- Going to unauthorized areas

In an effort to ensure the proper handling of discipline problems and corrective discipline procedures, the following guidelines have been established. Every effort will be made to help the child understand appropriate behavior; however if inappropriate behavior persists, the following corrective procedures will be followed. Depending on the severity and recurrence of the behavior, disciplinary action may be adapted to fit the situation.

1. Verbal Warning
2. Time Out
3. Written Warning
 - 3rd Written Warning: 1 Day Suspension*
 - 4th Written Warning: 2 Week Suspension*
 - 5th Written Warning: Suspension Determined by Director
 - 6th Written Warning: Expulsion from Program**

*Suspension is for program days and starts the next program day (weekends and holidays do not count).

**Expulsion from the program is for one calendar year. There will be no refund of program fees. A child who has been expelled from the program may request to be allowed back into the program after a short assessment period of 90 days.

Your signature below indicates that you have read the Discipline Policy and you support our behavior standards. It is understood, that if any one or more of the following actions from the Discipline Policy is displayed by the child while at the Carroll County Community Center, he/she will be subject to loss of one or more privileges that day. If inappropriate behavior persists, children may be asked to not return.

Child's Name

Parent's/Guardian's Signature

Date