



**A Destination  
For Recreation**

Ozark Parks and Recreation  
The OC's AFTERNOON KIDS CLUB  
2019 - 2020 School Year

The OC's AFTERNOON KIDS CLUB will begin its fall semester on Thursday, August 15, 2019. As of May, The OC's bus will pick up your child and transport them to The OC.

This program is for students K - 5<sup>th</sup> grade and will run Monday - Friday each week, unless school is not in session on that day. Note - you will have the opportunity to sign-up for full-day options, such as School Holidays, Teacher In-Service Days, Snow Days, etc., for an extra fee.

Students will enjoy swimming at The OC's indoor pool, rock climbing on The OC's rock wall, organized games, crafts, snack time, board games, and gym activities.

Cost for the program is \$125 per month (\$105 per month for those with Annual Family Membership to The OC), and parents must make a semester commitment to ensure your child a place in the program. Payments must be made at the beginning of each month, whether you child comes every day or not, to save a place in the program for your child.

Payments must be kept current to allow participation in the program. Monthly payments may be made as follows:

1. Front Desk at The OC with Check, Cash, or Credit/Debit Card
2. On-line Payments - Will need current email to set up
3. Auto-draft - Monthly payments are drafted 1<sup>st</sup> of each month

Students are to be picked up at The OC no later than 6:00pm each day. To ensure your child's safety, they must be signed-out on our daily log sheet by a parent or other authorized person every day. Beginning this year, staff will be checking the identification of individuals who are picking up their child, and only releasing them if they are on the Child Information Sheet.

If you have circumstances that require your child not to be released to a particular party, or have any special medical or other needs, please inform us so that we are better able to help you and your child. This can also be noted on the Child Information sheet.

We encourage you to contact us with any questions or concerns. We want to make this an enjoyable experience for you and your child and are looking forward to a successful year with the AFTERNOON KIDZ CLUB!

Feel free to call at any time at 581-7002, ext. 2004.

Thank you,

Hayden Ponsar, Recreation Supervisor  
Ozark Parks and Recreation

Jenn Velten, Recreation Assistant  
Ozark Parks and Recreation

## **Additional AFTERNOON KIDS CLUB Information Ozark Parks and Recreation**

### **The following must be completed by parent prior to enrollment in club:**

- 1) 2019 - 2020 Child Information and Registration Form (fully filled out)
- 2) Bus Consent Form
- 3) The OC's General Waiver
- 4) Payment for first month of participation

Payment Schedule - due at 1st of each month (\$5 late fee if paid after 10<sup>th</sup>)

### **Monthly fees listed below are Non-Member/Member**

August - \$70/\$60 (due with registration)	January - \$125/\$105
September - \$125/\$105	February - \$125/\$105
October - \$125/\$105	March - \$105/\$90
November - \$125/\$105	April - \$125/\$105
December - \$90/\$75	May - \$100/\$85 (may be adjusted if days are added onto end of school year)

### **Late Pick Up**

For staffing reasons, The OC must charge \$5 for child not picked up by 6:05, and \$1 for each additional minute thereafter. This fine should be paid when picking up the child.

### **AFTERNOON KIDS CLUB Goals**

To offer a safe environment with planned activities for age-appropriate growth and development for students grades K-5.

### **Sample Daily Schedule of Activities**

Bus Pick-up, Arrive @ The OC, Restroom Break, Snack Time, Daily Scheduled Activity (see Monthly Calendar), Parent Pick-up.

### **Monthly Calendar/Newsletter**

A monthly calendar of daily scheduled activities/special days, etc., with any special information parents need, will be sent home prior to the beginning of each month.

### **Discipline**

Children will follow simple, understandable rules. We stress praise and encourage good behavior. Firm, positive statements, and redirection are utilized. Parents will be notified of behavior issues as they arise in the form of Behavior reports, and if it becomes an issue, may be asked to conference with the Recreation Supervisor. Children are not allowed to harm themselves or others and are not allowed to destroy property. If problems occur, parents will be contacted and termination of care could occur. Before expulsion from the program, temporary suspensions from the program may also be utilized.



Afternoon Kids Club - Ozark Community Center  
Child Information Sheet and Registration

**Child Identifying Information**

Child's Name		Date of Birth		Gender		Grade 19/20 SY	
Address			City, State				
School Child Attends		OC Annual Family Member Status:	Zip Code				

**Parent/Guardian Information**

Mother's Name		Cell Phone	
Address (Street, City, State, Zip)		Home Phone	
Employed by or school attending		Work Phone	
Work or School address		Primary Email	
Father's Name		Cell Phone	
Address (Street, City, State, Zip)		Home Phone	
Employed by or school attending		Work Phone	
Work or School address		Primary Email	

**Emergency Contact Information**

Emergency Contact 1(Name and Relationship)		Primary Phone Number	
Emergency Contact 2(Name and Relationship)		Primary Phone Number	

Persons(s) authorized to pick up child from the Ozark Parks and Recreation program:

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Comments on child's development (note allergies, habits, special needs, etc.)

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**TRIP PERMISSION**

I do \_\_\_\_\_, do not\_\_\_\_\_ give consent for my child to take part in the excursions with the Ozark Parks Department under proper supervision. It is my understanding that I will be notified about each days' schedule. \_\_\_\_\_ (Initialed)

**Authorization for emergency medical care**

I understand I will be notified at once in case of accident or illness to my child, and will make arrangements for medical care for my child with the physician or hospital of my choice. If I cannot be reached within 1 hour of the time of accident, the Ozark Parks department will make the necessary decision at my expense.

If I cannot be reached to make necessary arrangement, or in a critical emergency requiring medical care, I hereby authorize Ozark Parks Department to contact the following:

Physician's Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Preferred Hospital \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

**Agreements**

*A) Ozarks Parks Department and I have agreed on a plan for continuing communication regarding my child's development, behavior, etc.*

*(b) When my child is ill, it is understood that he/she may not be accepted into care.*

\_\_\_\_\_  
Signature of Parent or Guardian Date

*As a consequence of my child's participation in the Ozark Park Department program, I recognize that my child may be photographed or videotaped for promotional purposes or for situations such as newspaper articles, videotapes, or pictures. I also recognize that I must in writing notify the Ozark Park Department if I do not wish for this to be the case.*

\_\_\_\_\_  
Signature of Parent or Guardian Date

**By signing below, I do hereby waive, release, and hold harmless Ozark Parks and Recreation Department, the City of Ozark, and its employees, agents, and volunteers from any and all claims which may arise out of any accidents or injury when using any city facility.**

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

**Cancellation Policy:**

1. Program fees offset the cost to plan, schedule, and staff programs. When you sign up for a program, we depend on your enrollment for that program to succeed. Please plan your schedule carefully, as we cannot accept responsibility for your personal circumstances.
2. If you must cancel from the AKC program, please submit in writing or via email a cancellation to [Recreation@OzarkMissouri.com](mailto:Recreation@OzarkMissouri.com) five business days prior to the start of the next month. You will receive your money back in a prorated amount based on weeks left prior to the end of the month (following the five business day cancellation period).
3. You will be notified if a program is cancelled due to insufficient registration.
4. Refunds take 2 to 3 weeks, and you must fill out a request for refund form.
5. There will be a \$25.00 fee for all returned checks.

*I understand the Ozarks Parks and Recreation cancellation policy.*

\_\_\_\_\_  
Signature of Parent or Guardian Date

**Ozark Community Center - Afternoon Kids Club 2019/2020  
Parent/Guardian Contract**

Parents should initial the following statements, indicating that they acknowledge responsibility for these policies, then read & sign the acknowledgement at the bottom of page. Please note that while there may be one signature on this sheet, all parents and guardians of the child listed below will be held to these standards.

\_\_\_\_\_. I understand that my Camper must be “signed out” by parent/guardian with the designated AKC staff person between the time they arrive at The OC and 6PM.

\_\_\_\_\_. I understand I may not have my child in the program if they have a contagious illness or have a fever of 100 degrees Fahrenheit or more.

\_\_\_\_\_. I understand that if I am late to pick up my child, there is a five minute grace period. At 6:05, I will be charged \$5 per child, and \$1 for each additional minute thereafter. I understand that fine must be paid with the next week’s payment in order for my child to continue to attend.

\_\_\_\_\_. I understand if I am called to pick up my child due to illness or behavior, I must do so in a timely manner. Failure to do so can result in immediate dismissal. I recognize that there is an hour grace period for this, and after that, the above late fees apply.

\_\_\_\_\_. I understand that my child must bring the following to Camp on appropriate days: Closed Toed Tennis for Rock Wall (Generally Tuesdays) and Swimsuit (General Fridays). Please note - Child’s Name should be on everything listed above (even on T-shirts, shorts, and shoes), and child should be reminded to keep all items in backpack when not using them.

\_\_\_\_\_. I understand that my camper is NOT allowed to bring: electronic games, cell phones, money, or any other items not on the “must have” list. I understand that Ozarks Parks and Recreation department accepts no responsibility for these items.

\_\_\_\_\_. I understand that I have been asked to read the “Update Board” at Sign In and Out Table daily for any additional announcements or changes, and check The Ozark Community Center Facebook page for updates and photos of your child at AKC. I understand that it will be assumed that I have made myself knowledgeable for any updates, and it is my responsibility to do so.

\_\_\_\_\_. I understand that I must pay for AKC in advance, or by auto draft on the 1<sup>st</sup> of the month. I understand my child may not be able to attend until I have done so, and that after the 5<sup>th</sup>, I will be held responsible for any late fees.

\_\_\_\_\_. I understand that violent, aggressive, or threatening actions will not be permitted by any child or any parent/guardian to any leaders or other children, or to themselves. In the event that this does occur, action will be taken such as suspension, or termination from the program of the child/ren involved, without refund. I understand that this policy applies to extreme behavior not otherwise defined above.

\_\_\_\_\_. I understand that staff from the Ozark Community Center should not be alone with children at any point in time. This includes babysitting, sleepovers, driving or riding in cars, or inviting children to their homes.

\_\_\_\_\_. I understand that all families and children involved in the AKC program have a right to confidentiality, and recognize that if any issues arise between another child or family, that AKC staff will handle it. I understand that I am not allowed to address or interact with other children in the program in honor of that confidentiality.

\_\_\_\_\_. I understand that regardless of parent who signs this form, all individuals picking up my child will be held to this standard. I understand that deviation from the outlined statements above may result in suspension or termination of my child’s participation in the AKC program.

Child’s Name \_\_\_\_\_ School Attending \_\_\_\_\_

Parent/Guardians’ Printed Name: \_\_\_\_\_

Parent/Guardians’ Signature \_\_\_\_\_ Date \_\_\_\_\_



The City of Ozark Parks & Recreation Department

ASSUMPTION OF RISK & RELEASE OF LIABILITY AGREEMENT

In consideration of participating in ALL City of Ozark Parks and Recreation Department activities, regardless of location, and use of ANY of its facilities and/or properties every individual must fill out and sign this document. For participants under eighteen (18) years of age, parent(s) or guardian(s) must sign below.

Print legibly:

Name: \_\_\_\_\_ Date of Birth (MM/DD/YY) \_\_ \_\_ \_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_ Zip: \_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (cell) \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

In consideration of access to and use of the City of Ozark Parks and Recreation Department facilities and participating in any of its activities and after carefully reading this document, I acknowledge, appreciate, and agree that:

I am at least eighteen (18) years of age and am of sound mind. I have carefully read this document and understand that it contains information regarding my responsibilities, assumptions of risk, and includes a release of liability, indemnification, and surrenders certain legal rights.

It is my responsibility to determine my physical condition, and the physical condition of any minor I am responsible for, and I acknowledge that it is safe for me and/or said minor to participate in the use of the Ozark Parks and Recreation Department facilities and activities, including, but not limited to: sports, swimming pool, rock wall, weight machines, track, trail, gymnasium, fitness classes, free weights, jump/bounce houses, etc.

I, on my own behalf and on the behalf of any minor accompanying me, agree to abide by and follow the rules, regulations, and policies of the City of Ozark Parks and Recreation Department at all times while using its facilities and/or participating in its activities.

I, on my own behalf and on the behalf of any minor accompanying me, am aware of the inherent risk of injury associated with the activities involved including the potential for permanent disability and death. It is my responsibility to consult with a physician prior to physical activity if I deem it necessary.

I, on my own behalf and on the behalf of any minor accompanying me, hereby release, hold harmless, and covenant not to sue the City of Ozark, with respect to any and all injury, disability, death, or loss or damage to person or property, whether caused by the negligence of the released party, its employees, and/or agents, or otherwise.

I, on my own behalf and on the behalf of any minor accompanying me, knowingly and freely assume all such risks of any loss, damage and injury that may occur in relation to any activity offered by City of Ozark, even if arising from the negligence of those persons released from liability herein, and I assume all responsibility for myself and any minor accompanying me.

I further agree to defend, hold harmless, and indemnify City of Ozark from any and all claims made by third parties against the City of Ozark for losses or causes of action of any kind or type, including but not limited to those for personal injury, including death, and/or property damage or loss, out of or in connection with the use of facilities operated by and/or activities organized by the City of Ozark Parks and Recreation Department by myself and/or a minor that I am responsible for.

I agree and understand that this release of liability and assumption of risk agreement covers each and every time I and/or a minor in my custody attend and/or participate in the City of Ozark Parks and Recreation facilities and activities.

I authorize the City of Ozark employees and/or staff to obtain or provide medical care for me and/or a minor in my custody and to call for and/or transport me and/or a minor in my custody to a medical facility. I authorize medical personnel to render such treatment they deem necessary for the health of me and/or a minor in my custody. I agree that the City of Ozark has no responsibility for medical care provided to me and/or a minor in my custody and I agree to pay all costs associated with such medical care and transportation.

I agree that this Agreement and all other aspects of my relationship with the City of Ozark are governed by Missouri law and venue shall be appropriate in Christian County, Missouri. Any portion of this Agreement deemed unlawful or unenforceable shall not affect the enforceability of the remaining provisions of this Agreement and the remaining provisions shall continue in full force and effect.

I have carefully read, understand and voluntarily sign this Agreement and acknowledge that it shall be effective and binding upon myself and my family and my heirs, executors, representatives and estate.

Participant:

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

If on behalf of minor, name of minor: \_\_\_\_\_





**A Destination  
For Recreation**

**BUS CONSENT FORM**  
The OC's AFTERNOON KIDS CLUB  
Ozark Parks & Recreation Department

To: Ozark School District,

This form gives the Ozark Parks & Recreation Department permission to pick up my child, \_\_\_\_\_, from school or the School Bus. Ozark Parks & Recreation's bus will pick my child up at the bus rendezvous location each day and transport him/her to The OC for the AFTERNOON KIDS CLUB.

My child will attend: (Please check one)

\_\_\_\_\_ North Elementary School

\_\_\_\_\_ South Elementary School

\_\_\_\_\_ East Elementary School

\_\_\_\_\_ West Elementary School

Thank you.

Parent's Signature: \_\_\_\_\_

Parent's Printed Name: \_\_\_\_\_

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



**The OC's Afternoon Kids Club – 2019 - 2020 School Year**  
**Auto-Draft Agreement (complete and return only if you wish to have your payments auto-drafted)**

**Payment Information**

Auto Draft Rate -  
\$105/month/Annual Family Member  
\$125/month/Non-Member

**Method of Payment:**

VISA    MasterCard    Discover

**Auto Draft Date - 1<sup>st</sup> day of each month**

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Bank Draft/Credit Card Payment Agreement**

I understand my bank draft/credit card payment is continuous throughout the duration of The OC's Afternoon Kids Club Program. Monthly payments will be made through Electronic Funds Transfer (EFT). Payments will occur on (or about) the 1<sup>st</sup> day of the month (or up to 5 business days after). It is my responsibility to ensure that I have adequate funds in my account to cover these transactions. If my payment does not "clear" and The City of Ozark does not receive payment, The OC will attempt to contact me for collections using the information I provided, for a period of five days. I will have the option of bringing my payment to The OC. If payment is not received by the 15<sup>th</sup> of the month, The OC will cancel the Auto-Draft Agreement, and my child will be withdrawn from the program.

I agree to abide by the cancellation procedure. I will be billed any amount due. My child's enrollment in Afternoon Kids Club may be cancelled if: a payment is uncollected, my accounts are closed without notification, I stop payment on my draft, or I revoke authorizations. A \$25 cancellation fee will be accessed to my account. Any penalty imposed by my bank or The City of Ozark for uncollected drafts is my responsibility.

If I have any "denied" payments, NSF, or an invalid account payment for 2 times during the durations of the program, my child's Afternoon Kids Club enrollment will be terminated.

I agree to update my account information with The OC if any changes are made.

If I choose to stop Auto-Draft Payments, I must submit a Cancellation Form one week prior to my monthly fee being drafted.

I have read and understand the above continuous bank draft/credit card agreement.

Parent/Guardian Printed Name: \_\_\_\_\_

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

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

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