

PROGRAM OVERVIEW

Youth After School Experience (YASE) offers a fun, safe space for youth to go after school at the Northglenn Recreation Center. Participants in this state-licensed program will receive supervised time for homework help and take part in exclusive club activities. This license program takes place in conjunction with the Adams 12 school calendar and will not be held during Adams 12 holidays and breaks. Optional transportation is offered to the Northglenn Recreation Center from Hulstrom K-8, STEM Lab and Northglenn Middle School. Participants are not required to attend any of the above schools in order to participate in the program.

YASE is open to grades 6-9. The program is held Monday – Friday, 3:00 pm – 6:00 pm, August 14, 2023 – May 30, 2024. The program will be held in the Northglenn Recreation Center, 1 East Memorial Parkway, Northglenn, CO 80233

Philosophy

Provide youth with safe, fun and quality experiences that will enable them to grow physically, socially and intellectually.

Goals and Objectives

1. Promote responsive and positive child, staff, and family relationships and interactions.
2. Create and maintain a program-wide culture that promotes children’s mental health, social, and emotional well-being.
3. Implement teaching strategies that support positive behavior, pro-social peer interaction, and overall social and emotional competence in youth.
4. Provide individualized social and emotional intervention supports for children who need them, including methods for understanding child behavior; and developing, adopting, and implementing a team-based positive behavior support plan with the intent to reduce challenging behavior

City of Northglenn Staff

The City of Northglenn follows all State of Colorado criteria for hiring any staff who will be working in YASE. Staff have undergone fingerprinting, CBI background checks, FBI background checks and drug screening. Staff have also completed 15 hours of training related to the field, are [CPR/AED/First Aid certified](#), and are [QPR certified](#).

General Program Rules

1. Participants must always stay with Northglenn Recreation staff. If they need to leave the immediate area, they must notify a staff member and get permission to do so. Staff will notify Police Department if a participant leaves YASE without permission.
2. All participants are asked to have mutual respect for each other, the staff, other people’s property, and the City of Northglenn vehicles. This includes using kind words when speaking to others and cleaning up after oneself.
3. Abusive language, fighting, or harmful actions to other participants or staff will not be tolerated at any time.
4. Transportation to the Recreation Center is provided by City of Northglenn staff. Seatbelts are required to be worn while in the vehicle and must be always worn correctly.

Photography

Staff will be taking photos daily of different activities to be shared with parents weekly. These photos may be used for the City Recreation Guide and social media to promote Youth and Teen Programs. Staff may take the photos with a digital camera or with the program cell phone.

All participants should expect to get their photos taken by staff. If there are special needs in this area (court orders, etc.), participants should still be expected to have their photo taken and may be blurred or cropped out before the photo is used.

Communication

Staff will communicate with parents via email and BrightWheel. BrightWheel is an app and website platform that will be used for sign-in and sign-outs, staff to parent communication, and as a platform for staff to post photos throughout the week, as able.

Visitors

Guardians of participants or other individuals on a participant's authorization form are welcome as visitors. Each visitor must sign in and out in the Visitor Log. If staff is not familiar with a visitor, they will be asked to provide identification.

REGISTRATION

Registration is open to youth in grades 6-9 on a first come first served basis. YASE will accept any participant grade 6-9 without regard to gender, creed, or ethnicity. Admission of special needs children is encouraged if the staff and center are able to integrate the child into the program and serve the needs of the child based on the 1:10 staff to child ratio. Please review the registration information below.

Registration Fees

Pick and choose your weeks by selecting which weeks you want when registering. Full payment is required upon registration. Due to program popularity, holds are not available. Payment plans are available for parents signing up for the full season. Week fees are reduced during weeks that the program is not expected to run a full 5 days in advance.

- Regular Week Fee (\$90 Resident and Non-Resident)

Forms

The following forms are located at the end of this document and must be completed and returned to the Recreation Coordinator either in person at the Northglenn Recreation Center or by email to teens@northglenn.org at least 24 hours before the participant's first attendance date.

1. Northglenn Intake Form
2. Activity Permission Slip
3. YASE Program Waiver

The following are required by Colorado state licensing and must be submitted with the above forms. **Participants will not be admitted to YASE without all completed forms and documents.**

- Complete Immunization Card on the Colorado Department of Health Form
 - OR, a signed exemption statement and proof of completion of the guardian immunization course with a certificate.
- Date of most recent physical must be within the last year

Withdrawal/Refunds

The Recreation Coordinator must be notified in writing two weeks prior (14 days) of the week being requested if a child is being withdrawn from the program. A \$5 processing fee will be applied. The family may choose to carry the withdrawal as a credit balance to be used in the future. Running late to transportation pick-up, missing a registered day, or not submitting required program forms will make your child unable to attend, and a refund will not be processed.

SIGN-IN AND SIGN OUT

YASE starts at 3:30 pm and all participants must be picked up at the program end time, 6:00pm. For participants receiving transportation, the pick-up time is listed below.

Participants are required to be signed in and out on BrightWheel by an authorized parent or guardian who is age sixteen (16) or older and is listed on the authorization form. Staff may ask for an I.D. for authorized individuals who they are not already familiar with. Anyone not on the authorization list will not be allowed to pick up the participant. Staff will call 911 if problems arise from the sign-out procedures or if it is obvious that the adult picking up the participant is under the influence of alcohol or drugs. Contact the Recreation Coordinator if you have special needs in this area (court orders, etc). No participants will be permitted to sign themselves out.

Participants receiving transportation will be signed in on BrightWheel by the staff member picking them up from their school.

Late Drop-Off/Late Pick-Up

Late Drop-Off – Participants who are not receiving transportation and are being dropped off by a parent or family member are welcome to arrive after 3:30pm. No refunds will be processed for arriving late or missing the transportation pick-up time.

Late Pick-Up – Participants must be picked up by 6:00 pm. We charge \$1.00/minute for late pick-up after 6:15 pm due to staff needing to stay after hours until children are picked up. If a participant is not picked up by closing (6:00 pm), staff will connect with emergency contacts. If a child is not picked up after closing by 6:30 pm, the child will be transported to the Northglenn Police Department and a report will be filed with Social Services.

Absences

If your child will miss YASE for the day, alert us through the BrightWheel or call 303.450.8844 by 12:00 pm. If your child is sick, please provide information about any symptoms they may have and when they onset. Use the [How Sick is Too Sick](#) guidance to determine if your child should be in attendance or not.

Closing Period

At the end of the day, staff will check the room to ensure all children are gone and have been checked out of BrightWheel. The room will then be cleaned and returned to order, doors will be locked, and lights turned out.

ACTIVITIES AND WHAT TO BRING

Water bottle and a snack. For aquatic days, bring a swimsuit and towel.

Food

Snacks are NOT provided by our program. All participants are to bring a water bottle and an afternoon snack. Food must be in an insulated lunch bag with an ice pack. Lunch bags must be marked with the participant's name. Only water is permitted as a drink for participants. No soda, enhanced waters, etc.

Swimming

Please bring a swimsuit and towel for all aquatic days. Please bring a water-resistant bag for wet suits and towels every aquatic day. Aquatic days are typically held on Friday, except in the case of a short week due to a federal holiday or Adams 12 school district break.

On their first aquatic day of the program, each participant will undergo a swim test by the City of Northglenn Lifeguards to determine their swimming ability. Participants who are still learning to swim will be asked to wear a youth life jacket. Children will be able to re-test at the start of each program season (August and January).

Outdoor Activities

Weather conditions are monitored at the guest services counter in the Recreation Center, and staff are made aware of all severe weather in the area. Alternate indoor activities will be scheduled during any severe weather or on excessively hot or cold days.

Indoor Activities

Some sports, crafts, board games, movies, and video games will all be played indoors. Board games are rated for ages 8 and up, video games are rated E for Everyone and T for Teen. Movies will be rated G, PG, and PG-13.

Activities Outside of the Classroom

Activities outside of the classroom (i.e. pool, gym, outdoors, community rooms) are mandatory for all attendees. Information on the location and times of departure and return will be left with the guest services counter at the Recreation Center and with the Recreation Coordinator. If a child arrives after departure time, parents may bring the child to the activity location.

Sunscreen

Participants are expected to apply and reapply sunscreen every 2 hours during when they will be outdoors. Staff will remind participants to apply sunscreen regularly when outdoors and provide UV stickers to help participants know if they need to reapply earlier than the 2-hour period.

The City of Northglenn uses Rocky Mountain Sunscreen, with a broad-spectrum SPF of 30. The sunscreen is Ocybenzone free, fragrance free, and 80-minute water resistant. Guardians sign permission for Rocky Mountain Sunscreen upon registering for the program. All children will use this sunscreen unless written instructions are provided from your child's pediatrician for use of a different brand. Guardians are required to provide the letter from the doctor and the preferred brand sunscreen.

Personal Belongings

Participants are encouraged to leave any personal belongings at home. City of Northglenn and staff will not be held responsible for any lost or stolen items or money. Any lost items that are found are turned in to the Recreation Center's lost and found, reachable through the guest services counter.

Cell Phones

Bringing a cell phone is up to the discretion of the participant and their parent(s). Participants are encouraged to leave their cell phones in their backpacks during the program. City of Northglenn and staff will not be held responsible for any lost or stolen cell phones. Staff may take away an individual participant's cell phone on a case-by-case circumstance (i.e., harassing behavior using the phone towards other participants or staff, listening to or watching inappropriate videos or music, etc). The participant's parent(s) will be notified if their phone was taken away during the day. In some cases, the phone may only be returned back to the person picking up the participant at the end of the day.

Money

Bringing money is up to the discretion of the participant and their parent(s). It is up to the participant to keep track of their money and retain it for their personal use.

Program Equipment

Participants will be required to wear a green silicone bracelet with the City of Northglenn logo and phone number on it while in the program. Bracelets will be given out when arriving to the classroom and returned to Staff before leaving each day. Participants must wear the bracelet while attending the program.

BEHAVIOR EXPECTATIONS

Creating and maintaining a program-wide culture that promotes children's mental health, social, and emotional well-being is one of the goals of YASE. Staff will work together with participants to teach skills and strategies that avoid victimization and promote empowerment when facing challenges many young people face such as peer pressure, conflict, and bullying. Staff, participants, and guardians all play an important role in helping to create a community that helps participants feel valued and safe.

To ensure your child's success at YASE, please provide the Recreation Coordinator with any information and/or documentation regarding an existing individual behavior plan that is being used at your child's school. Consistency and stability will yield the most positive results for your child and for the program. Providing an existing individual behavior plan form does not guarantee all interventions are feasible. However, providing this information does guarantee a better understanding of your child's needs.

Special Needs and Individualization

Northglenn welcomes everyone to participate and enjoy programs and facilities regardless of race, color, religion, gender, national origin, age, or disability. If your child has a disability and you would like to request special accommodations, please contact the Recreation Coordinator at least two weeks prior of the child's start date. The City of Northglenn supports the Americans with Disabilities Act and strives to comply with all aspects of the law to ensure barrier-free participation. This includes modified games and activities, and strong guardian communication. It is our goal to make YASE a positive experience for all participants regardless of physical or emotional disabilities.

Disability Buddy System

In some situations, we encourage a participant with a disability to bring their own able-bodied buddy for assistance in programs. The disabled person pays the regular price, and the buddy is admitted free. If the buddy is over 18 years of age, a background check will be required.

Assessing Special Needs

YASE is required to make an individual assessment about whether it can meet the particular needs of the child without fundamentally changing the program. There may be situations where we are unable to accommodate a special needs child. Upon registration, guardians with children with special needs will need to provide an existing individualized healthcare plan for the child that can be reviewed to determine whether YASE can meet the needs of the child. The individualized healthcare plan shall include the following, as needed, for the child and must be signed by the health care provider: 1. Medication schedule 2. Nutrition and feeding instructions 3. Medical equipment or adaptive devices, including instructions 4. Medical emergency instructions 5. Toileting and personal hygiene instructions.

Considerations Before Enrolling a Special Needs Child

Though our program is state licensed, please consider the following limitations of our YASE program before enrolling your special needs child.

- Limited hand washing facilities while in public places.
- Limited restroom facilities while in public places.

- Warm water and refrigeration is unavailable.
- Food preparation is limited.
- Some activities are held outdoors and participants are exposed to sun.

Discipline

Staff are trained in positive discipline techniques with re-direction a main element of the process. Discipline shall be constructive or educational in nature and will include measures such as talking with the child about the situation, separation from the problem, and finding individualized strategies to help approach similar situations with positive solutions in the future. Praise will be given for appropriate behavior. Children will not be subjected to physical or emotional harm or humiliation. Staff members will not use corporal or other harsh punishment. Authority to discipline will not be delegated to other children or volunteers.

Staff present when offense occurs will administer disciplinary measures. The discipline plan for all participants will be as follows:

1. Verbal warning
 - a. Participant(s) misbehaving will be informed of the specific problem and will be asked to change their behavior or language so that it is appropriate. Staff will assist the participant(s) in finding a more positive way to address the situation in the future. Documentation will be made on back of sign-in sheet. If the behavior was aggressive or violent, parents will be notified at the end of the day.
 - b. After two verbal warnings, staff may ask the participant to sit out of the activity, in the same room as other children, for a short duration. They may be asked to fill out a worksheet, and/or attempt to have a more detailed conversation with the participant(s). If it is an issue between multiple participants, they will be separated into different activity groups for the remainder of the day. Parents will be notified at the end of the day.
 - c. If the participant's behavior puts others at risk, parents will be asked to pick up their child early in order to allow other participants to continue to participate in the day's activities.
2. Recreation Coordinator Intervention
 - a. After three verbal warnings, the misbehaving participant(s) will be asked to talk to the Recreation Coordinator and parents will be notified.
 - b. Guardians will be asked to read and sign a summary of the reports.
3. Behavior Contract
 - a. If the problem persists and all avenues have been taken, the participant(s) guardian(s) will be asked to meet with the Recreation Coordinator and Recreation Supervisor.
 - b. A behavior contract will be drawn up, agreed upon and signed by the participant(s), guardian(s) and Recreation Coordinator.
4. Suspension/Expulsion
 - a. Violation of the behavior contract will result in suspension or removal from YASE. No refunds will be provided for suspension or expulsion.
5. Cases of Extreme Violence
 - a. Staff will call 911, the Recreation Coordinator, and the parent. Then, they will follow the appropriate emergency plan.
 - b. The participant will be taken into custody by the local Police Department and a report will be filed with Social Services.
 - c. The participant will be immediately expelled from the program with no refunds provided.

FIRST AID AND HEALTH CARE

All Northglenn Recreation staff are CPR/First Aid certified. All minor injuries will be cared for in the appropriate manner. Only soap and water, Band-Aid and ice will be used for minor injuries. Documentation of use will be noted on the back of daily sign in sheet. All injuries will be followed up with a written *Accident Report* or *Injury Report* on the same day. Parents or guardians will be required to sign the forms.

Major Accidents or Injuries

The following procedure will be followed for injuries requiring stitches, head wounds, etc.

1. For any injury requiring prompt medical attention or transportation of a victim, 911 will be called.
2. Parents/guardians will be notified.
3. CDHS – Division of Child Care will be notified of any major accidents that require hospital care.

Illness

Participants who are not feeling well or are sick should not attend. Use the [How Sick is Too Sick](#) guidance to determine if your child should be in attendance or not. If running a fever or visibly ill, participants will not be admitted to YASE. Staff are permitted to make the decision at drop-off if a child is too ill to attend.

Participants who become ill during the program will be isolated from the group with a staff member and the parents/guardians will be called. A staff member will stay with the participant until they are picked up. Ill participants must be picked up within 30 minutes of guardians being notified.

Medication/Health

Multiple staff members have been delegated to administer medication to youth. Prescriptive and over the counter medications can only be administered with the direct written orders from a physician to the child's legal guardians and to Staff. Medication prescribed for an individual child shall be kept in the original container, with the original pharmacy label which shows the prescription number, name of the medication, date filled, physician's name, child's name, and directions for dosage. When no longer needed, medications will be returned to the child's legal guardian or destroyed. Medications will be dispensed by a staff member at the appropriate time, following the label directions and written orders from the doctor. A daily log will be kept for each medication. **No medications are to be kept with participants.**

Prescriptive and non-prescriptive medicines shall be kept in a storage area, which is locked or totally inaccessible to the children. Confidentiality will be maintained. Medication shall be stored in an appropriate manner and never come in contact with food.

The procedure for storing and administering children's medicines and delegation of medication administration will be in compliance with Section 12-38-132, C.R.S., of the "Nurse Practice Act".

Hygiene

Each child will be instructed to wash their hands with soap and water upon arrival to the program, before and after meals, after using toilet facilities and when hands are soiled. Do not send your child with conditioners, soaps, chapstick, lotion, or hand sanitizer. Toiletry items, such as combs/hairbrushes, must be labeled with the child's name and shall not be shared with other participants.

EMERGENCY PLANS

Below is a list of our emergency plans for different situations. Please go over these with your child prior to attending YASE. Tornado, lightening, and fire safety information will be given to participants and drills will take place monthly. All available Recreation Center Staff assist during any emergency. Once the situation is clear, guardians will be immediately notified and instructed when and where to pick up their children. The police usually will not let anyone leave until the situation is completely under control.

Emergency Phone Numbers

Please ensure anyone who is an emergency contact is aware that they have been used as a contact for your child and answers the phone for any 303.450.**** number.

Location of Participants

If participants get lost, they should stay in place until someone comes to find them. Staff will conduct frequent head counts and maintain a watch on children at all times. Staff to student ratio is typically 1:10.

Locating a Lost Participant:

1. If a participant is lost, Staff will look in all known hiding places with the assistance of other building staff. If the child is not found, Staff will notify authorities, the participant's parents and Social Services.
2. Searchers must be in sight and sound of at least two other people while search is in progress.
3. Participants known to have left the premises – authorities will be called.

Active Shooter/Person with a Weapon

In the event of an active shooter or person with a weapon, the following steps will be implemented.

1. Authorities will be notified immediately through 911. If on-site, authorities will also be notified through a call button at the Recreation Center guest services counter. The Director will be alerted.
2. Staff will identify the location of each participant and gather together with the whole. If a child is missing, a second staff member will be responsible for escorting the children to a safe area and notifying the director via a radio. Staff will continue to search until police arrive.
3. Children will be escorted out of the building through the nearest safe exit from the room.
4. Children and staff will remain in an area away from the threat until they have had authorization to re-enter the building from either police department or the director.
5. All staff members should familiarize themselves with center evacuation routes before an emergency occurs.

Facility and City Policy is as follows in this situation:

If an active shooter is inside the building with you, remember: RUN, HIDE, FIGHT

- Run - If there is an accessible escape path, attempt to evacuate the premises immediately. Have an escape route and plan in mind. The children will be evacuated and instructed to run with the instructor a safe distance and take cover.
- Hide - If evacuation is not possible, find a place to hide. Instructors will lock or barricade entrance to the room. Instructors will attempt to hide and shield all children from view.
- Fight – if no other options are available, fight to get away.

Lockdown

Lockdown is implemented when the threat of violence, gunfire, or an imminent danger in the surrounding community is identified. During Lockdown, students and staff are to always remain

in designated lockdown locations. Staff will not evacuate the room until an all clear is given by law enforcement.

This response is considered appropriate for, but not limited to, the following types of emergencies:

- In response to an immediate danger that is not preceded by any warning.
- Demands quick action by the staff to use common sense thinking under duress. Staff will do what must be done to ensure survival of both students and staff.
- Requires all exterior doors are locked and is intended to prevent intruders from entering occupied regions of the building.

Once the room is secure, no one is allowed to enter or exit under any circumstances until the room is cleared by law enforcement or ALL CLEAR is issued by site administrator.

Natural and Other Disasters

In the event of a natural or other disaster, the following steps will be implemented based on the nature of the emergency.

1. Authorities will be notified immediately through 911. If on-site, authorities will also be notified through a call button at the Recreation Center front desk.
2. Staff will identify the location of each participant based on the group assigned to them and gather together with the whole.
3. If the emergency is outdoors, the group will proceed to posted safety regions within the building with the entire group.
4. If the emergency is indoors, the group will be gathered and moved to a safe zone determined in local City emergency guidelines.
5. Lock down or lock out procedures will be followed as the situation warrants.
6. Cell phones for group will be used to contact all parents/guardians based on emergency information on file.
7. Staff will remain with group until it is deemed safe to return to the activity taking place or all children have been picked up.
8. Water and shelf storable snacks will be maintained for such unplanned emergencies that require sheltering in place.
9. If transportation is required, staff will coordinate with Police/Fire Department.

Reporting Child Abuse in Adams County

Any Northglenn staff member who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions which would reasonably result in abuse or neglect shall document their observations and immediately report to the Adams County Department of Social Services, police department, or local law enforcement agency per local regulations.

Letter from the Office of Childcare Services

Dear Guardian:

Your child was recently enrolled in a childcare program that is licensed by the Colorado Department of Social Services. The license indicates that the program has met the required standards for the operation of a childcare facility. If you have not done so, please ask to see the license.

Most licensed facilities make every effort to provide a safe and healthy environment for children. Unfortunately, on rare occasions, an incident of physical or sexual abuse may occur. If you believe that your child has been abused, you should seek immediate

assistance from your county department of social services. The telephone number to report child abuse in your county is:

ADAMS COUNTY SOCIAL SERVICES
(303) 412-8121
7401 NORTH BROADWAY
DENVER, COLORADO 80221

Colorado law requires that childcare providers report all known or suspected cases of child abuse or neglect.

Childcare services play an important role in supporting families, and strong families are the basis of a thriving community. Your child's education, physical, emotional, and social development will be nurtured in a well-planned and run program. Remember to observe the program regularly, especially with regard to children's health and safety, equipment and play materials, and staff. For additional information regarding licensing, or if you have concerns about a childcare facility, please consult the Colorado Office of Child Care Services at (303) 866-5958.

Office of Child Care Services

[Licensing Complaints](#)

If you have a complaint about this program, please speak with the Recreation Coordinator first. If that doesn't resolve the issue, call: Colorado Department of Human Services, Division of Childcare, 710 Ash Street, Denver, CO 80246, 303.866.5700.

CONTACT INFORMATION

Northglenn Recreation Center – 303.450.8800
Recreation Coordinator – 303.450.8844
Program Cell Phone – 720.665.5479

YOUTH AFTER SCHOOL EXPERIENCE INTAKE FORM

Enrollment Date _____

Participant Name: _____

Dates of Attendance: **Fall 2023 Season (August 14 – December 21)**

Date of Birth: _____ Age: _____ Gender: _____ Hair Color: _____ Eye Color: _____

Address: _____

Parent/Guardian 1:

Address (if different from child): _____

Email: _____ Cell Phone: _____ Employer: _____

Employer Address: _____ Work Phone: _____

Parent/Guardian 2:

Address (if different from child): _____

Email: _____ Cell Phone: _____ Employer: _____

Employer Address: _____ Work Phone: _____

ALTERNATE EMERGENCY CONTACT:

Relationship to Child: _____ Address: _____

Email: _____ Work or Home Phone: _____ Cell Phone: _____

PEOPLE AUTHORIZED TO PICK UP CHILD

Name: _____

Address: _____ Cell Phone: _____

Name: _____

Address: _____ Cell Phone: _____

DATE OF LAST PHYSICAL EXAM:

IMMUNIZATION CARD ATTACHED: Y N

Doctor: _____ Office Phone: _____

Address: _____

Dentist: _____ Office Phone: _____

Address: _____

Hospital: _____ Office Phone: _____

Address: _____

HEALTH RECORD - CHECK NEXT TO THOSE THAT APPLY

Chronic or Recurring

- Ear Infections
- Diabetes
- Heart Disease/Defect
- Convulsions/Seizures
- Nose Bleeds
- Other:

Allergies

- Hay Fever
- Insect Stings/Bites
- Drug Allergies
- Food Allergies
- Other:

Any Limitations

- Physical
- Dietary
- Behavioral
- Vision
- Hearing
- Other:

If any boxes are checked, please explain. For allergies, specify nature and reactions: _____

**YOUTH AFTER SCHOOL EXPERIENCE ACTIVITY PERMISSION SLIP
AUGUST-DECEMBER FALL 2023**

By signing on the weeks below, I give permission for my child to leave the Poolside Classroom for other building activities and be transported by City of Northglenn Staff.

Participant Name: _____ Date: _____

Please sign for each week your child will be in attendance or are waitlisted.

WEEK 1: August 14-18 Parent Signature: _____

WEEK 2: August 21-25 Parent Signature: _____

WEEK 3: September 6-8 Parent Signature: _____

WEEK 4: September 11-15 Parent Signature: _____

WEEK 5: September 18-22 Parent Signature: _____

WEEK 6: September 25-29 Parent Signature: _____

WEEK 7: October 2-5 Parent Signature: _____

WEEK 8: October 9-13 Parent Signature: _____

WEEK 9: October 23-27 Parent Signature: _____

WEEK 10: October 30-November 3 Parent Signature: _____

WEEK 11: November 6-9 Parent Signature: _____

WEEK 11: November 13-17 Parent Signature: _____

WEEK 11: November 27-December 1 Parent Signature: _____

WEEK 11: December 5-8 Parent Signature: _____

WEEK 11: December 11-15 Parent Signature: _____

WEEK 11: December 18-21 Parent Signature: _____

**YOUTH AFTER SCHOOL EXPERIENCE PROGRAM WAIVER
AUGUST-DECEMBER FALL 2023**

Participant's Name: _____

MEDICAL: The submitted health history on the *Youth After School Experience Intake Form* is correct and I understand that no medication will be administered unless the correct Medication Authorization Sheet is obtained, completed, signed by both the authorized physician and guardian and returned to the Youth and Teen Programs Recreation Coordinator. In the event that emergency medication is needed, the child cannot be left at the program until all forms are received with the medication. I hereby give permission for the City of Northglenn staff to call for any emergency medical care from a doctor, hospital, or medical services to provide medical or surgical care for the above-named participant should an emergency arise. It is understood that the City of Northglenn staff will make a conscientious effort to contact parents or emergency contact listed on this form when emergency action is taken.

SUNSCREEN: I give permission for the City of Northglenn staff to administer sunscreen to my child in the event that they are not able to do so themselves.

ACTIVITIES: The person described herein has my permission to participate and engage in all program activities which may include swimming, pedal boating, sports, arts and crafts, and other activities. I understand that swimming activities require my child be able to swim in order to participate without a life vest.

PHOTOGRAPHY: I grant full permission to use any photographs, videotapes, recordings or any other record of this program for any purpose.

TRANSPORTATION: Transportation will be provided by City of Northglenn. Seat belts must be worn by all participants while in the vehicle.

I agree to take full responsibility for my child or ward. I agree to indemnify and hold the City of Northglenn staff and all auxiliary cooperating agencies involved in the activities and any other servants, agents, or employees free and harmless from any liability, loss, cost, or expense including attorney's fee which may result from participation in such activities. I agree to be solely responsible for payment of all costs associated with Youth After School Experience participation fee and all costs resulting from rendering of medical aid and/or ambulance service prescribed by qualified personnel.

I have received, read and understand the rules, guidelines, procedures and policies. I have gone over the material with the participant and we agree to follow such as described in the guardian information materials. By signing below I agree that I understand the statement made above and consent to the statements.

Legal Guardian Signature _____ Date _____

Printed Name _____