



Revised 3/2018

Youth Registration Form

Last Name

First Name

Mailing Address

City

State

Zip

Date of Birth (MM/DD/YYYY)

Male Female

Grade

School

Ethnicity/Race (please check all that apply) The Ladder Community Center is open to persons of all ethnicities/race, checking a box is voluntary, and such information will not be used or shared in a personally identifiable manner.

American Indian or Alaska Native Black or African American Native Hawaiian or other Pacific Islander
 Asian Hispanic / Latino White

Parent/Guardian

Cell phone

Work phone

Parent/Guardian

Cell phone

Work phone

Email Address

Home Phone

Emergency Contact

Phone

Doctor

Phone

Hospital

Medical Information--allergies

Medical information--medicines

Medical information--illnesses

Name of Medical Insurance

Policy Number



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Parent Consent Form

I, the undersigned parent/legal guardian of the named student on this form, hereby consent to and give my permission for the following:

- To participate as a member of The Ladder Community Center (TLCC).
- To participate in all TLCC activities, which may also include, activities held at other locations.
- On behalf of the member and myself, I acknowledge that the member will be participating at his/her own risk and I on his/her and my own behalf, release indemnify and hold harmless TLCC, its directors, officers, employees, volunteers, agents, and affiliates from liability for injury to person or damage to property of myself and member arising out of participation in, and transportation associated with TLCC.
- In permitting the member to participate, I am specifically granting permission to TLCC to use the likeness, voice and words of the member in television, radio, films, newspaper, magazines and other media, and in any form not heretofore described, for the purpose of advertising or communicating the purpose and activities of TLCC and appealing for funds to support such activities.
- If I am not personally at TLCC activities in which the member is participating, so as to be consulted in case of necessity, you are authorized on my behalf and at my account to take such measures to arrange for such medical and hospital treatment as you may deem advisable for the health and well being of the member.
- I understand that TLCC assumes no responsibility for transportation to or from TLCC, and that TLCC is not responsible for youth before they arrive at TLCC or after they leave. I understand that my child must be picked up on time when TLCC closes. Our volunteer staff will not leave until all students have left the premises. (If you are concerned about who is able to pick up your youth, please ask for a Youth Release Agreement Form.)

Parent/Guardian's Name (Printed)

Parent/Guardian's Signature

Date

***TLCC does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or services.



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Member Rules

Proverbs 22:6 "Train up a child in the way he should go, even when he is old he will not depart from it." Please impress upon your child the importance of positive behavior. Our goal is to praise and reward positive behavior. The Ladder staff will talk with each member that is not following a rule or dress code and expect him/her to make the change. If a member is still not following a rule or dress code, parents will be informed of the situation. Consequences will be given to help the member comply and will be at the discretion of the director. Suspensions from the center will be given for major rule infractions or a pattern of minor infractions.

1. A person may participate at TLCC when all registration forms are complete. Once you have filled out the forms, you become a member of The Ladder.
2. All members must sign in when they arrive at the TLCC and sign out when they leave. Nametags should be worn on the lapel area. Once the member signs out or leaves the building, the member cannot re-enter.
3. The staff will call the parent when a member runs out of the building because of anger. The staff may ask an upset or noncompliant member to sit in the office.
4. Treat staff and peers with respect and consideration. Please refrain from swearing, putting down others, teasing, bullying and confronting others.
5. Treat all equipment with respect and care as if it were your own. Please keep feet off cushioned benches. The booths are for sitting and talking with friends, not for lying down. Members and parents will be responsible for any damage caused at TLCC.
6. Please use TLCC phone to contact your parent/guardian.
7. For your safety, guns, knives and other items used as weapons are not allowed.
8. Smoking and gambling are prohibited.
9. Members and guests must not be under the influence of, be in possession of, supply others with, or consume any drug or alcoholic beverage while on TLCC property. If TLCC has any reasonable basis to believe that this rule is being violated, the offending individual will be required to leave TLCC premises for the remainder of the day. This rule shall not apply to properly used over-the-counter drugs or to drugs for which an individual holds a valid prescription
10. Public displays of affection are prohibited.
11. Hang backpacks and coats in the lobby.
12. The café is where members eat and drink. Please eat sitting down on a chair, not on the cushion benches. Walk to the trash bins and drop your trash. Do not play with food or the containers.
13. No hanging out on TLCC property. If you leave or are asked to leave please exit the property.
14. Outside food and beverages are prohibited.
15. Personal phones and devices are permitted only in the lobby, café, and game area, and may not be used in the gym area or bathrooms. Personal phones and devices may not be used for any improper purposes or any purposes which would be impermissible in public schools.
16. If you bring personal property into TLCC, please secure and care for your property. TLCC is not responsible for loss or damage to, or theft of, any member's personal property.
17. Avoid hanging out in the lobby and the bathroom.
18. Be considerate and inclusive to others.
19. It is the responsibility of the parent/guardian to promptly pick up their child at the conclusion of activities.

Address: 67 N. State Street Shelby, MI 49455 **PH:** 231-259-0211

Email: info@theladdercommunitycenter.com **Web:** www.theladdercommunitycenter.com



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Member Dress Code

When a dress code violation occurs, the member will be asked to change clothing, turn the shirt inside out or be asked to leave for the day. A member will be suspended for repeated acts of abusing the dress code.

The following styles or manners of dress are prohibited:

1. Any type of dress that is immodest and unsanitary, or deviates from the accepted standards of our schools and community.
2. Hoods, sunglasses and spike-or chain-style jewelry.
3. Hats, kerchiefs or do-rags that cover the top of the head. (verified religious exceptions are allowed).
4. Clothing with sexual connotations, inappropriate language or demeaning remarks.
5. Any clothing that advertises alcohol, tobacco, drugs, or promotes violence.
6. All tops must be long enough to be tucked in. Exposed bras, bare shoulders, or cleavage.
7. Exposed midribs, bare backs, or underwear.
8. Skirts and shorts must be fingertip length.
9. All students are required to wear appropriate footwear (no slippers). Shoes must be worn in large group games.
10. Clothing and/or paraphernalia that may appear to be gang-related.
11. Pants or cut-offs with holes in the groin area.
12. Some messages on clothing have multiple meanings. If one of the meanings refers to drugs, alcohol, smoking, gambling, sex, or other illicit behaviors, the clothing is prohibited.

I, as a member, I hereby agree to abide by all the rules and dress code as designed by the staff to make TLCC a structured, safe and pleasant environment.

Youth Name (Printed)	Youth's Signature	Date
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As a parent/guardian, I hereby agree to help my son/daughter understand the importance of these rules and dress code to make TLCC a structured, safe and pleasant environment.

Parent/Guardian's Name (Printed)	Parent/Guardian's Signature	Date
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Network Computing/Email Policy & Contract

TLCC of Shelby is responsible for securing its network and computing system to a reasonable and economically feasible degree against unauthorized access and/or abuse, while making them accessible for authorized and legitimate users. This responsibility includes informing users of the expected standards of conduct and the disciplinary or legal consequences for not adhering to them. Any attempt to violate the provisions of this policy will result in disciplinary action and possible revocation of use regardless of the success or failure of the attempt.

Once a user is granted permission to access the electronics network facilities, the user is solely responsible for all actions while using the equipment. Therefore, the following actions are prohibited:

1. Any deliberate action, which damages or disrupts a computing system or network, alters its normal performance or causes malfunction, regardless of location or time duration. (trying to "crash" network systems or programs)
2. Any willful development or introduction of computer "virus", disruptive, or destructive programs into TLCC network. **NO DOWNLOADING WITHOUT PERMISSION!**
3. Deleting, copying, or modification of any files and/or data belonging to other users without their prior consent.
4. Transmitting and/or processing files containing obscene, indecent, lewd material or other material, which explicitly or implicitly refer to sexual conduct.
5. Transmitting any material in violation of any United States or state regulations. This includes, but not limited to, copyright and threatening materials.
6. Impeding other users through mass consumption of system resources.
7. Using facilities and/or services for unauthorized commercial purposes.
8. Forging or attempting to forge electronic mail messages.
9. Attempting to read, delete, copy, modify, or view without permission, another user's email.
10. Sending or attempting to send harassing, obscene and/or threatening email to another user.
11. Attempting to send unsolicited junk mail, "for profit" messages, or chain letters.
12. Any other action that is deemed inappropriate.

TLCC of Shelby's electronic network facilities are to be used exclusively for education, related functions, and applications. TLCC Directors will have access to all files, including email files. Users will have no expectation of privacy regarding the said files or email. Any attempt to break the law with the network will result in litigation against the offender by the proper authorities. If such an event should occur, TLCC of Shelby will fully comply with the authorities to provide any information necessary for the litigation process. I understand and agree to abide by the terms and conditions of TLCC of Shelby Network Computing and Email Policy. I further understand that any violations of the above regulations are unethical and may constitute a criminal offense. I understand that any violation of these terms and conditions will result in the revocation of my access rights and the imposition of TLCC discipline. In addition TLCC of Shelby will comply with the authorities to provide any information necessary for the litigation process. As the parent/guardian of this student, I have read the Terms and Conditions for access to TLCC of Shelby Network Computing and Email Policy. I understand that this access is designed for educational purposes and TLCC has taken precautions to eliminate controversial materials. However, I also recognize that it is impossible for TLCC to restrict access to all controversial materials and I indemnify and hold harmless TLCC, its directors, officers, employees, volunteers, agents, and affiliates for materials acquired on the network. Further, I understand that the inappropriate use of network by my child will result in the revocation of my child's access rights imposition of TLCC discipline. In addition, TLCC will comply with the authorities to provide any information necessary for the litigation process. I indemnify and hold harmless TLCC, its directors, officers, employees, volunteers, agents, and affiliates for supervision when my child's use is not in a community center setting. Further, I indemnify and hold harmless TLCC, its directors, officers, employees, volunteers, agents, and affiliates for any damages or injuries caused by my child's use of the network, either in TLCC or outside of TLCC, in a manner which violates the Terms and Conditions set forth in this agreement. With this understanding, I hereby give permission to issue electronic access for my child and certify that the information on this form is correct.

Member's Name (Printed)

Member's Signature

Parent/Guardian Name (Printed)

Parent/Guardian Signature