

Fortuna Parks & Recreation's Registration Form
"Helping build our community one child at a time"



Child's Information

First Name: _____ Last Name: _____

Mailing Address: _____ City _____ Zip Code _____

Male Female Birth Date: ____/____/____ Age: (as of June 15, 2021) _____

Parent/Guardian Information

Parent #1

First Name: _____ Last Name: _____

Mailing Address: _____ City _____ Zip Code _____

Home Phone _____ Work Phone _____ Cell Phone _____

E-mail _____

Parent #2

First Name: _____ Last Name: _____

Mailing Address: _____ City _____ Zip Code _____

Home Phone _____ Work Phone _____ Cell Phone _____

E-mail _____

Emergency Contact Information *(if listed above, do not list here)*

Contact #1

Name _____ Relationship to child _____

Phone Numbers _____ May pick up child: Yes No

Contact #2

Name _____ Relationship to child _____

Phone Numbers _____ May pick up child: Yes No

Contact #3

Name _____ Relationship to child _____

Phone Numbers _____ May pick up child: Yes No

Contact #4

Name _____ Relationship to child _____

Phone Numbers _____ May pick up child: Yes No

Parent/Guardian Signature: _____ Date: _____

For Office Use Only

Liability Form Completed: []

Program: [] SFun [] KKamp

Health Concerns

Heart Conditions Diabetic Asthma Headaches ADD/ADHD

Allergic To: Foods: _____ Bee Stings: _____ Hand Sanitizer: _____

Other special needs, pertinent information, or problems concerning your child: _____

**** Please note: The City of Fortuna cannot administer any medication for your child. ****

Photographing your Child

From time to time we take pictures during Fortuna Parks & Recreation activities. We would like your permission to use these pictures on our website, in our newsletter, on our bulletin board or the newspaper. We will never reference your child by name or provide any specific information regarding your child.

NO - Please do NOT take or use any photos of my child.

YES - I grant you permission to use photos of my child on your website, bulletin board or newsletter.

Movies

My child may watch movies with the following ratings (circle all that apply): G PG

Walking / Riding Bike Home

My child has permission to walk or ride bike home unescorted at _____ pm.

My child does not have permission to walk or ride bike home.

Do Not Release My Child To The Following Person:

This section should not include anyone allowed to pick up your child.

Name #1: _____ Relationship to child: _____

Name #2: _____ Relationship to child: _____

Name #3: _____ Relationship to child: _____

I have read the program packet included and have reviewed them with my child.

Parent/Guardian's Signature: _____ Date: _____

RELEASE FROM LIABILITY FOR COVID-19 EXPOSURE

In permitting my child or ward, who I am calling “my child” in this release, to participate in the SUMMER FUN and KIDDIE KAMP day camp 2021 operated by the City of Fortuna, which is called the “Day Camp” in this release, I understand that the novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization, is extremely contagious and is believed to spread mainly from person-to-person contact. In addition, I understand that, while the City has put in place preventative measures to reduce the spread of COVID-19 at the Day Camp, the City cannot guarantee that my child will not be exposed to and become infected with COVID-19 as a result of participating in the Day Camp. Further, I understand that participation in the Day Camp could increase my child’s risk of contracting COVID-19.

I voluntarily assume these risks, including the possibility that I or other members of my family, may be exposed to or infected by COVID-19 because of my child’s participation in the Day Camp, and suffer injury, illness, permanent disability, or death, even if the exposure or infection was caused by the actions, omissions, or negligence of City employees, volunteers, and other participants in the Day Camp or their families.

I also understand that the Day Camp uses playing fields, gymnasiums, and other facilities belonging to the City, and that the City has put in place preventative measures to reduce the spread of COVID-19 when the Day Camp uses those facilities. I accept and agree that the owners of these facilities cannot guarantee that my child will not be exposed to and become infected with COVID-19 as a result participating in the Day Camp. On behalf of myself and my child, I assume the risk of using these facilities.

I further agree on behalf of myself and my child to release the City of Fortuna, and its offices, agents, instructors, contractors and employees, and owners of facilities used by the Day Camp from all liability for any loss or damage resulting from my child’s exposure to or contracting COVID-19 while participating in the Day Camp, even if the exposure or infection was caused by the actions, omissions, or negligence of any of the parties I am releasing from liability. I agree not to file any claim or sue or cooperate in bringing any suit against the City or the other parties I have released from liability under this paragraph.

I have read and understand the preceding paragraphs.

THIS AGREEMENT AFFECTS IMPORTANT LEGAL RIGHTS. PLEASE READ THE FOREGOING AGREEMENT CAREFULLY BEFORE SIGNING. IF YOU DO NOT UNDERSTAND ANY PART OF THE AGREEMENT, PLEASE CONSULT AN ATTORNEY OR ADVISOR. DO NOT SIGN UNLESS YOU FULLY UNDERSTAND AND AGREE.

_____ Age _____
Print or Type name of participant

_____ Daytime Phone _____
Street Address

_____ City State Zip

PARENT/GUARDIAN SIGNATURE:

_____ Date _____
(For all participants under 18 years of age)

**CITY OF FORTUNA
WAIVER OF LIABILITY, MEDICAL RELEASE AND INDEMNIFICATION AGREEMENT
MINOR**

ACTIVITY: FORTUNA PARKS & RECREATION SUMMER FUN AND HOLIDAY RECREATION

Takes place indoors and outdoors, and includes walking, running, hiking, skating, biking and field trips. Activities may involve use of miscellaneous recreation and playground equipment, physical contact between participants, and strenuous physical activity. Activities are supervised by City Personnel.

Printed Name of Minor Participant: _____

Minor Participant's Date of Birth: _____

In consideration of the named minor child being permitted by the City of Fortuna to participate in the above-described activity, each of us waives, releases and discharges any and all claims and damages for personal injury, death, or property damage which said minor child may sustain or which may occur as a result of the minor child's participation in said activity. This release is intended to discharge, in advance, the City of Fortuna, its officers, employees, agents and volunteers, from and against any and all liability arising out of, or connected in any way with, the participation of the minor child in said activity, even though that liability may arise out of negligence or carelessness on the part of the City of Fortuna, its officers, employees, agents and volunteers.

Each of us understands that the above activity may be of a hazardous nature and/or include physical and/or strenuous exercise or activity; that serious accidents occasionally occur during the above-described activity; and that participants in the above-described activity occasionally sustain mortal or personal injuries and/or property damages as a consequence thereof. Knowing the risks involved, nevertheless, each of us has requested permission for the minor child to participate in the above-described activity and each of us hereby agrees to assume any and all risks of injury and to release and hold harmless the City of Fortuna, its officers, employees, agents and volunteers, who through negligence, carelessness, or any other act or omission might otherwise be liable to me or said minor child. It is further understood and agreed that this waiver, release, and assumption of risks is to be binding on the heirs and assigns of each of the undersigned.

Each of us further agrees to indemnify and to hold the City of Fortuna, its officers, employees, agents and volunteers free and harmless from any loss, liability, damage, cost, or expense which may be incurred as a result of any injury and/or property damage that said minor may sustain while participating in said activity.

Each agrees, in the event said minor requires medical or surgical treatment while under the supervision of City of Fortuna's personnel, in connection with the above-described activity, such supervisor may authorize treatment. Each of us also agrees to pay all medical, hospital, or other expenses which said minor may incur as a result of such treatment.

WE/(I) HAVE CAREFULLY READ THIS WAIVER OF LIABILITY, MEDICAL RELEASE, AND INDEMNIFICATION AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. IT IS UNDERSTOOD THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN THE UNDERSIGNED AND THE CITY OF FORTUNA AND THAT THE SIGNATURES HEREIN HAVE BEEN GIVEN VOLUNTARILY.

Date Signed: _____

Signature of Parent or Legal Guardian: _____

Printed Name of Parent or Legal Guardian: _____

Parent or Legal Guardian's Relationship to Minor Participant: _____



Fortuna Parks & Recreation Registration Packet

Registration:

Registration forms and release of liability are required to be completed at the beginning of summer programs. Please update your child's emergency information whenever you the issue in the space provided in the registration packet, change jobs, move, or need to update the pickup list for your child. If your family has special custody issues, please note.

All forms must be completed before your child is registered. Only a parent or guardian with whom the child resides may apply for enrollment.

We would like to remind parents that because we are a recreation program, all program activities are structured for group participation. We encourage your child's involvement. We adhere to the State's requirements of staff/child ratio.

Safe Arrival and Dismissal:

Children are to be dropped off at the cook shack for Summer Fun and the Recreation Hall for Kiddie Kampers.

Parents must sign children out daily. Participants will not be able to leave the facility without an adult. If anyone other than a parent/guardian or emergency contact picks up the camper, a note MUST be brought. If staff doesn't know you, they will ask for photo identification. Please ensure that all persons listed to pick up child are aware of this requirement.

Camp Hours:

Monday – Friday
7:30 am – 5:30 pm

Late Fees:

Children must be picked up by 5:30 p.m. A late fee charge of \$10.00 for each 15 minute interval after the close of the program will be charged to those who are late. The fee must be paid before the child returns to the program the following day. Parents who are consistently late may be asked to withdraw their child from the program.

Payments:

If your payments are not received as scheduled your child will not be allowed to attend the program. Payments may be made to the Recreation Supervisor in the Cook Shack by check or cash, in the park office by check, cash or credit/debit card or over the phone with a credit/debit card.

What to Wear and Bring:

Many of our activities are done inside and outside. Please dress your child appropriately for weather conditions.

- Running shoes are required. (No Cleats allowed. Flip flops are only allowed during water day.)
- Sunscreen and/or hat are strongly recommended.
- Full days: Lunch, two snacks, refillable water bottle with name on it (no sodas or energy drinks)

No personal items from home are allowed this year.

The Free Summer Lunch Program will once again be providing lunches free of charge to children. Lunches will be available on a first-come, first-served basis.

Your child must maintain the following minimum standards:

Able to understand and follow basic directions and rules for the program in order for staff to maintain proper supervision.

1. Able to maintain basic self-control to insure the safety of themselves and others in the program.
2. Able to handle their personal hygiene/toileting needs.

Child Abuse:

All staff members are mandated reporters and required by law to report suspected cases of child abuse or neglect to the Department of Social Services.

Field Trips:

There

Rules and Behavior Policy

Safety is OUR number one priority. It is extremely important that all participants understand the rules and expectations. Staff will discuss these with the participants. Failure to comply with the rules and expectations may lead to dismissal of participants from the program. Please discuss the importance of safety and appropriate behavior with your child prior to the first day of the program.

1. We must obey the programs Recreation Supervisor, Leaders, and all employees and volunteers of the Fortuna Parks and Recreation Department.
2. We will follow the Golden Rule: "DO UNTO OTHERS AS YOU WOULD HAVE THEM DO UNTO YOU"
3. We will keep our building and play area neat and clean because our environment is a reflection of ourselves. Therefore, we put our garbage in the garbage cans, keep our play areas neat, and put things where they belong.
4. We will strive for safety. We will walk instead of running. We will wear shoes at all times. Sandals with back straps only. No cleats are allowed.
5. Recreation leaders are very involved in caring for your children. Phone calls are not encouraged. Children may not make phone calls for any reason. If communication is needed by a child, a staff member will do this for the child. We strongly urge that family members and children determine before leaving each day who will be picking up the child. This takes an undue amount of time from the staff's ability to maintain the safety of other children.
6. Parents should not confront other children or parents about matters that occur. Discuss all situations with staff members ONLY!
7. Children should tell staff members about a problem, not other children or the other child's parents or guardians.
8. Children should not share combs, brushes, or towels with other campers. Children should wash hands frequently!
9. Please get the Recreation Leader's attention when you pick up your child. Only adults may sign a child out unless the child walks home.
10. Participants are expected to stay with their assigned group and not to leave the site without permission, or go outside of the area without permission.

We do many different activities using various park facilities, resulting in quite a number of rules. Our program rules can be broken down into three basic categories: "Take Care of Yourself," "Take Care of Each Other," and "Take Care of this Place." If children try to behave in a manner that is safe and respectful to themselves and others they will be just fine.

In the event that children make an inappropriate choice the following discipline steps will be taken:

- 1st infraction – verbal warning and reminder
- 2nd infraction – short time out

- 3rd infraction – longer time out, meet with Recreation Supervisor, written discipline report, parent/guardian notified depending on nature of infraction.
- 4th infraction – removal from the program for the remainder of the day

In the event that the first, or any, infraction is serious or violent in nature, the child will be immediately removed from the program and the parent will be notified. If a child receives 4 or more discipline reports during any City program the parent/guardian and child will be required to sign a Behavior Contract with the City. Removal from the program may be permanent if the child violates the Behavior Contract and continues to engage in offensive or violent behavior.

Refund and Cancellation Policy:

All programs have a minimum number of participants in order to be conducted. Fortuna Parks & Recreation reserves the right to cancel, combine, alter dates and times, or make any other revision which may be necessary in regards to programs or classes. All refunds will be made by the following guidelines:

- Full refunds will be issued for any program cancelled by Fortuna Parks & Recreation.
- All cancellation requests must be submitted in writing to the Parks & Recreation Office before the start of the program.
- Cancellation service fee of \$25 will be held from your refunded amount.
- NO REFUNDS WILL BE ISSUED AFTER THE START OF THE PROGRAM!

Refunds will be returned according to the City of Fortuna's bill paying schedule, requested refund checks take approximately two to three weeks to process. Refunds will be mailed from the City of Fortuna's Finance Department to your residence. Cash refunds will not be issued.

Staff:

Recreation Leaders and Aides are hired based on their education, experience, and strong interest and desire to be a positive influence in the lives of children. Recreation Leaders are usually college aged or older. Recreation Aides may be high school seniors interested in working with children as a future career. All staff and volunteers are fingerprinted and pass a background check before they begin working with the children. All staff members are CPR and First-aid certified.

Health Policies:

Children who are ill or have a contagious disease (i.e. pink eye, chicken pox, poison oak, lice) are not allowed at the Fortuna Parks & Recreation Programs. All programs are very active, and if children are too sick to participate fully in the program they need to be kept at home.

If your child becomes ill at Summer Fun & Holiday Rec Programs, you will be notified and must arrange to have your child picked up immediately. Please notify the staff if your child has been exposed to any contagious disease or condition (i.e. mumps, measles, chicken pox, lice, pink eye) so we can notify other parents immediately. If your child has a medical condition that may possibly weaken them at some stage of any rigorous physical activities, please inform us and instruct the child to remind the Leaders of their special needs.

Generally, Summer Fun staff will administer only basic first aid – band aids, ice packs, etc. In the event that an illness or injury requires immediate medical attention we will seek treatment for the child and notify the parent/guardian as soon as possible.