2026/27 Parent/Member Handbook

BOYS & GIRLS CLUBS
OF NORTH COUNTY

205 W. Alvarado St.
Fallbrook, CA 92028
760.728.5871
www.bgcnorthcounty.org

This institution is an equal opportunity provider

Guidance and Discipline

Boys & Girls Clubs of North County has high expectations for appropriate, safe and positive behavior for all Club members. Our guidance and discipline policies set boundaries for our members, teaching and guiding youth to follow expectations and helping them to learn the value and benefits of positive behavior. Youth are recognized for making contributions to a positive and safe environment at the Club. It is their positive behavior choices that earn them the privilege of participating in Club activities. When a Club member's behavior does not meet the outlined expectations, the following discipline steps will be taken:

Step One: Verbal - Private conference between member and staff member

Step Two: Verbal - Member is asked to "cool off" by being excused from the program activity for a period of time.

Step Three: Written - Conference between member and staff member. Notice is sent to parent.

Step Four: Written - Parent conference with staff and possibly supervisor. A written behavior contract may be generated. The member may also be placed on a temporary suspension from the program at the discretion of the supervisor.

Step Five: Written - Expulsion is determined to be the necessary action by the supervisor.

Smaller behavior infractions may be dealt with repeatedly by Step One through Step Three. A serious or dangerous infraction may go straight to Step Four or Step Five. A physical or serious infraction may be cause for automatic expulsion. Repeated written behavior notices may also result in suspension or expulsion. We have a zero tolerance policy for drugs or weapons.

Boys & Girls Clubs has a zero tolerance policy concerning any form of harassment by members, parents, or others.

Welcome to the Boys & Girls Clubs of North County!

Thank you for joining the Boys & Girls Clubs of North County. This handbook is intended to provide helpful information to you and your family. It provides information on membership, policies, procedures, as well as general Club programs and guidelines. Please remember that nothing in this handbook creates a contract. The handbook supplements other information and documents that members and their parents/guardians receive from the Club, such as the membership application. The rules and policies in the handbook are subject to change by the Boys & Girls Clubs of North County without notice. Current and more specific information is always available at our Administrative Offices.

Boys & Girls Clubs of North County is part of a nationwide affiliation of local, autonomous organizations and Boys & Girls Clubs of America working to help youth of all backgrounds develop the qualities needed to become responsible citizens and leaders. We offer a safe place for kids to learn and grow with positive adult role models that care about them. Our Clubs provide programs and activities that promote positive self-esteem, educational opportunities, community involvement, health and well-being and moral guidance.

The mission of Boys & Girls Clubs of North County is to inspire and enable all young people, especially those that need us most, to realize their full potential as productive, caring and responsible citizens.

Core Program Areas:
Boys & Girls Clubs of North County offers daily access to many different programs for youth who have a variety of interests and needs. We employ Youth Development Professionals, supplemented by volunteers, providing a broad range of activities in five core program areas:

Character and Leadership Development: empowers members to support and influence their club, community, sustain meaningful relationships with others, develop a positive self-image and to respect their own cultural identities as well as those of others.

Education and Career Development: enables members to become proficient in basic educational disciplines, applies learning to everyday situations and embraces technology to achieve success in a career.

Health and Life Skills: develops young people's capacity to engage in positive behaviors that nurture their own well-being, set personal goals and live successfully as self-sufficient adults.

Sports, Fitness and Recreation: develops fitness, positive use of leisure time, skills for stress management, appreciation for the environment and social skills.

The Arts: enables youth to develop their creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, performing arts and creative writing.

Special Events: A variety of events are offered through the year, including Boys & Girls Club Week, Trunk or Treat, Thanksgiving Feast, Christmas Parade, Holiday Parties, End of the Year Celebrations and many more!

Club Expectations

Being a member of Boys & Girls Clubs of North County is a privilege and the Club needs to be safe and fun for all members, staff and volunteers at all times. A safe, positive and fun environment for all requires that each member abide by the rules of the Club and participate in planned activities. Club staff should not have to ask repeatedly for members to make better behavior choices and should not have their attention drawn away from the group to focus on the behavior of one member. The rules of the Club and behavior expectations are as follows:

BE RESPECTFUL

- Respect yourself, peers, staff and volunteers
- Practice the golden rule: treat others the way you would like to be treated
- Respect the Club and other's property
- This is your Club...help keep it clean and in good condition
- Respect learning
- Follow directions the first time they are given
- Participate in the planned activities

BE RESPONSIBLE

- Accept responsibility for your own actions
- Come prepared to the Club
- Be responsible for all of your belongings
- Be responsible for the equipment and program areas you use

BE SAFE

- Keep hands, feet and objects to yourself
- Remain in areas with staff members at all times
- Use equipment in the appropriate manner
- Only run in the gym
- Follow all guidelines on field trips

BE GREAT

- Have a good attitude
- Be kind to others—be a good friend
- Choose to be here—this is your club, make it fun!

Ingold Clubhouse

The Ingold Clubhouse is open everyday after school and all day during the summer and school holidays that are not Federal holidays. Our schedule follows the Fallbrook Union Elementary District School calendar. A daily snack is provided and free lunch all youth 18 and under during the summer. Youth participate in a wide array of age-appropriate enrichment activities.

After School Transportation: $50 per month
Bus and van transportation are available from most Fallbrook Elementary Schools to the Ingold Club. Fees must be prepaid and are due the 25th of the month prior to service. If payment is not received by the 25th, you will incur a $20 late fee per child, and your child may be dropped from the transportation roster. A discount is given for paying for half year or full year upon registration and auto charge is available.

Day Camp Program: $25/day or $100/week
This program is provided during the summer and on school holidays from 7 a.m. to 6 p.m. Registration and payment is required in advance of services. See website for schedule.

Summer Program: $100/week
Our summer program for Club members is provided Monday-Friday during the summer months from 7 a.m.-6 p.m. Free lunch is served from 12-1 p.m. and free swimming is offered for day camp attendees most days from 1:15-5 p.m. Children must have appropriate swim wear to be allowed in the pool area. Additional field trips and sports camps are offered during the summer for a small fee. Scholarships are available.

Swim Lessons: $60 per two week session
See website for additional details. Membership and toilet training is required.

Sports Program: The Ingold Club offers a variety of team sports throughout the year. Membership is required, along with a sports fee. See website or sports flyers for more details.

Club Site	School Year Hours	Summer Hours
Ingold Unit 445 E. Ivy Street Fallbrook, CA 92028 Phone:760.637.7494	Mon-Fri 2:35-6:00pm Wed 1:35-6:00pm	Mon-Fri 6:30-am-6:00 pm $100 per week, per child
Fallbrook Street Elementary 405 W. Fallbrook St. Fallbrook, CA 92028 Phone: 760.419.4776	Mon-Fri 6:30-7:15am 2:20pm-6:00pm Wed 1:15-6:00pm	Closed
Maie Ellis Elementary 400 W. Elder St. Fallbrook, CA 92028 Phone: 760.419.0560	Mon-Fri 6:30-7:15am 2:45-6:00pm Wed 1:40-6:00pm	Closed
Live Oak Elementary 1978 Reche Rd. Fallbrook, CA 92028 Phone: 760.419.5963	Mon-Fri 6:30-7:15am 2:30-6:00pm Wed 1:25-6:00pm	Closed
William H. Frazier Elementary 1835 Gum Tree Lane Fallbrook, CA 92028 Phone: 760.419.7045	Mon-Fri 6:30-7:15am 2:20-6:00pm Wed 1:15-6:00pm	Closed
La Paloma Elementary 300 Heald Lane Fallbrook, CA 92028 Phone:760.310.2162	Mon-Fri 6:30-7:15am 2:20-6:00pm Wed 1:15-6:00pm	Closed
Vallecitos School 5211 5th St. Fallbrook CA 92028 760.310.9259	Mon-Th 2:15-6:00pm Fri 12:30-6:00pm	Closed

Administrative Office:

205 W. Alvarado St.
Fallbrook, CA 92028
Phone: 760.728.5871
Fax: 760.990.4668
Hours of Operation: Monday-Friday 9:00a.m.-6:00p.m.

Club Holiday and Training Closures

Boys & Girls Clubs of North County follows the Fallbrook Union Elementary School District Calendar. The Clubs will typically be open on early release days at the time of school dismissal of Fallbrook schools. Please check with your site to confirm changes in regular operating hours. All sites, including the administrative office, observe the following holidays and will be closed:

New Year's Eve
New Year's Day
Martin Luther King, Jr. Day
Memorial Day
President's Day
Independence Day
Staff In-Service: August dates TBD
Labor Day
Thanksgiving Day and the Day following
Christmas Eve
Christmas Day
**Ingold Club closes additional dates over Winter Break.

Snack

A daily snack is generally provided to Club members. If your child has a food allergy or restriction, please ask to complete a Medical Statement to Request Accommodations form upon registration.
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Club Programs

School-Based Sites:

The State of California provides funding for before and after school programs and intercession (non-school day) camps for children to have extra opportunities to build academic skills, participate in enrichment activities and have a safe place to be before and after school. Regular attendance is required and students who cannot attend daily or who leave before the dismissal time of 6:00 p.m. may be removed from the program in order to enroll those who can follow the attendance requirements.

FUESD School Based Program Registration Procedure:
Before and after school programs are offered on many of the Fallbrook Union Elementary School District campuses. While Boys & Girls Clubs of North County is the program provider, FUESD processes all registrations. Please contact FUESD for enrollment into their school site programs.

Vallecitos Registration Procedure:
Please go to www.bgcnorthcounty.org to register for the Vallecitos School Program or to find answers to questions about this process.

Bonsall Intercession Camps:
Please go to www.bgcnorthcounty.org to register for Bonsall Elementary or Bonsall West intercession camps.

technology program is to provide educational opportunities for our members. We ensure that necessary internet safety precautions are taken and all youth must take part in an internet safety education program prior to using technology. Youth are only allowed to access to appropriate websites and are monitored by staff. While it is unlikely that your child will access objectionable material, the Club cannot guarantee that this won't happen. If a youth accidentally accesses an inappropriate site, they must inform a staff member immediately.
Club members are responsible for appropriate behavior on the Club's computer network. Club members should not reveal their address, phone number or any personal information while on the computer. **Access to technology and the internet is a privilege and may be revoked if abused.**
Technology guidelines:

- -Do not use social media or any posts to harm other people.
- -Use all equipment carefully. Report any malfunctions to staff right away.
- -Downloading of any programs or apps is prohibited.
- -Notify an adult immediately if you encounter materials or information that is inappropriate.
- -Only access websites or apps that have been approved by staff.

Program and Membership Fees

All fees are due prior to services. In order to keep your membership in good standing, all accounts must be kept current. Memberships are renewed annually, expiring on June 30th. Additional fees may be charged for transportation, sports leagues, field trips, etc. Payments for membership or any services will not be prorated, are non-refundable, non-transferable and are subject to change. Cancellations must be made in writing via email. No cancellations will be accepted verbally, in person or over the phone.
Scholarships are available and will be granted based on need and availability. Applications are available on our website.

Club Membership:

Any youth in grades K-12 may become a member of Boys & Girls Clubs of North County (T/K at some sites). All youth wanting to become a member must complete the following process with their parent or guardian:

- An application must be completed in Daxko, our membership system. The link can be found at our website. A membership fee of $30 per year is required. Scholarships may be available for those who qualify upon completion of a scholarship request form. Financial documentation may be required.
- The membership year is from July 1st-June 30th. A new membership application must be completed each year, even if you are only renewing a membership. **All accounts must be current before membership can be renewed.** It is your responsibility to update your account if there are changes to your address, phone number or emergency contacts during the membership year.

Attendance Policy:

Members will not be allowed to leave the Club until a parent or guardian arrives to retrieve them. However, because the Club is not a licensed day care facility, children will not be physically prevented from leaving. It is your responsibility to ensure that your child knows when and with whom they are to leave the premises. If a child does not attend school due to illness or suspension, they cannot attend the Boys & Girls Club programs.
Drop off: Youth should not be dropped off prior to opening times, as they will not be supervised. Please do not drop your child off early and expect them to wait outside until the Club opens. A parent/guardian must sign a youth into the program upon arrival.

Pick up: Youth must be picked up by closing time. If a child is left at the Club after closing, the parent/guardian will be charged $25 for the first 15 minutes and $1 per minute for every minute after, per child (at Ingold Clubhouse only). The fee must be paid before the child may return to the Club. When a child has not been picked up, we will attempt to call the parent, then the emergency contacts. After 30 minutes, if we cannot reach anyone to pick up the child, we will contact Child Protective Services or local law enforcement to take custody of the child.

Personal Belongings:

All personal belongings brought to the Club by a youth are the responsibility of that youth. Please discourage your children from bringing anything to the Club that is not necessary, including electronics. Necessary items that members are allowed to bring include backpacks, jackets and water bottles. Items should be clearly marked with the member's name. Boys & Girls Clubs of North County is not responsible for lost, damaged or stolen items.

Cell Phones: members may have cell phones during Club hours, however a cell phone is the responsibility of the person who owns it and only the person who owns it should be using it.

Phone Calls:

Our phones are for Club business only. Members may use the phone in an emergency situation only. Please make any arrangements before your child comes to the Club.

Dress Code:

Shoes and shirts must be worn in the Club at all times. Youth should dress comfortably and wear clothes that allow them to participate in typical Club activities and programs.

Inappropriate clothing of any kind is not allowed in the Club. Members wearing clothes that are too tight, short, saggy or revealing in any way or clothes with questionable or distasteful advertising will be asked to change or leave the Club. Members may not wear gang-affiliated clothing or other attire promoting negative behavior. Swimsuits may not be worn inside the Club and street clothes of any kind may not be worn in the pool. Club staff reserves the right to make final determinations relative to the appropriateness of member attire.

Medical/Emergencies/Accidents:

Boys & Girls Clubs of North County strives to maintain a safe and secure environment. There is an assumed risk in some of our programs offered, including sports. Please feel safe in knowing that our trained staff is attentive to providing the safest environment possible and all staff are First Aid and CPR trained. The completed membership application authorizes the Club staff to seek medical treatment for a member and any costs for such care are the responsibility of the parent or guardian.

In the event of a serious injury, the staff will call 911 immediately and then will call the parent/guardian or emergency contacts listed on the current membership application. Please update emergency contact information if you have a change so that we have the most current contact information on file.

Boys & Girls Club staff does not administer or supply members with medication. Medication is the responsibility of the parent/s and the family physician. Parents are urged, with the advice of your child's physician, to work out a schedule of administering medicine at home, outside of Club hours.

All youth members must be fully toilet trained.

Technology:

Boys & Girls Clubs of North County is pleased to offer Club members access to the internet through the use of computers and/or tablets at our Clubs. The primary purpose of our