

AVIANO YOUTH PROGRAMS MEMBERSHIP CONTRACT

1 January 2012-31 December 2012

ELIGIBILITY REQUIREMENTS:

To be eligible for participation in the Aviano Youth Programs Open Recreation and Teen Center programs, youth must be between the ages of 9 – 18, the dependent of an active duty or retired military, NAF employee and/or DoD civilian, according to the priorities set forth in AFI 34-249.

REQUIRED FORM:

AF Form 88 – Youth Program Application

FEES:

_____The Aviano Youth Programs 12 month membership fee is \$60.00. Youth will be issued a membership card when their contract has been completed and annual fee has been paid. Youth are responsible for their membership card once it has been presented to them.

_____There is a \$1.00 charge for replacement cards.

AGE REQUIREMENTS:

To participate in Open Recreation, youth must be between the ages of 9-12. To participate in the Teen Center, youth must be between the ages of 13-18. Youth under the age of nine (9) are permitted to participate in self-directed activities only when they are accompanied by a parent or sibling over sixteen (16) years of age. This does not include activities such as Give Parents A Break, Kids Night Out, or other special events.

PROGRAM HOURS OF OPERATION:

Admin Office: Monday – Friday, 900-1800

School Age Program: Monday – Friday, 0630-0800 & 1430-1800 (School Days)
Monday – Friday, 0630-1800 (Non School Days)

Open Recreation: Monday – Friday, 1430-1800 (School Days)
Monday – Friday, 1200-1800 (Non School Days)

Teen Center Monday – Friday, 1430-1800 (School Days)
Monday – Friday, 1200-1800 (Non School Days)

Youth Programs is closed on Saturdays, Sundays & Federal Holidays.
Goal days and special events: as scheduled.

MONTHLY ACTIVITIES:

_____ Kids Night Out, Give Parent's A Break, Pre Teen and Teen Activities are scheduled throughout each month and offered outside normal hours of operation. Please see the monthly calendar or ask the Youth Programs staff for more details.

EQUIPMENT:

_____ To check out equipment such as basketballs, soccer balls, video games and movies, youth must provide YP staff members with their membership card. If a youth does not have their membership card, they will not be allowed to check out equipment. Members are responsible for equipment as long as it is checked out in their name. Sports equipment, video games, media and other items may be checked out from Open Recreation and the Teen Center staff.

ELECTRONICS:

_____ We ask that you do not bring any toys, games, CDs or DVDs from home unless it has been approved by a program staff. If we do not have what you like, please let us know. Your feedback is how we update our supplies. No music with parental advisory labels or movies with R ratings will be allowed. Anything brought from home must be approved by the supervisor prior to program use.

YOUTH ACCOUNTABILITY:

_____ When youth arrive at the facility they are required to sign themselves into the program. When youth leave the facility for any reason they are required to sign out. The member is **ONLY** limited to sign out no more than twice per day. Parents are responsible for providing specific guidance on whether or not their child is permitted to sign out from the program (i.e. going to the shoppette and/or bowling alley, hanging around outside without supervision etc)

PHOTO RELEASE:

_____ I give permission for the Youth Program staff and/or approved photographers to take picture(s) of my child. Pictures will be used to advertise programs in The Compass, Facebook and around the Youth Center.

DRESS CODE:

_____ Youth and parents are responsible for ensuring that dress is not a health or safety hazard and that it does not offend or cause distractions at the Youth Center. Youth are required to wear clean, suitable clothing at all times. Closed toed shoes are required in the gym and during indoor and outdoor physical activities.

Tank tops, strapless tops, and spaghetti strapped shirts are not allowed. Youth are also expected to wear shorts that are of appropriate length. Shorts must be below the finger tips when arms are held to the side. Heeley's are not safe in the Youth Programs environment and are not allowed in or around the facility.

ALERTS/EXERCISES:

_____ In the event of Aviano AB exercise, the center will follow proper procedures following notification. Any parent in the facility will have to follow the same proper procedures.

TRANSPORTATION AGREEMENT:

_____ I give permission for my child to participate in this program. I assume all risk and hazards incidental to such participation including transportation to and from scheduled activities and do hereby waive and release the USAF coordinator, supervisors, and persons transporting my child to and from activities from any claim arising out of injury to my child.

ILLNESS:

_____ Parents are required to notify the Youth Program staff immediately in the event of a child contacting a contagious disease. A doctor’s release may be required for re-admittance after a contagious illness. Notification of exposure to a contagious disease will be posted at the Youth Center. Children must be able to participate in all our activities. If your child cannot participate, it is your responsibility to make other arrangements for your child’s care. You will be contacted by the Youth Center in the event your child becomes ill or for any other reason requires to be picked up. The only exception is if the child has seen a certified physician and has a physicians note. Parents must respond in a reasonable amount of time (30 minutes) to calls regarding your child.

Parents will be contacted to pick up the child: temperature over 100 degrees F (oral), ear ache, vomiting, diarrhea, severe abdominal pain, serious physical injury (head injury, injured limb, etc.)

PROTECTION:

_____ Use of alcohol, illegal drugs, and tobacco products is not permitted in any Youth Programs facility or its outdoor areas. The Installation Commander, Youth Program Director or designee may suspend any youth or adult who uses alcohol, illegal drugs and tobacco products in the Youth Programs facility or at a Youth Program’s function.

MEDICAL TREATMENT:

_____ I grant permission to the managing staff to authorize and obtain any necessary emergency medical treatment from any licensed physicians, hospital, or medical clinic should my child become ill or injured while participating in this program, when neither parent can be contacted. If my child has any allergies, I understand this information must be provided to the center in a statement from the child’s physician. I further understand that enrollment for a special needs child must be coordinated through the Director, Airman & Family Services Flight Chief, and Base Medical Advisor.

PARENT INFORMATION:

Monthly information calendars and flyers are posted on the bulletin boards, on shelves around the front desk and throughout the facility.

I have read and understand the terms of this contract, and standards of conduct. I also understand this contract will be enforced for the duration of the time my child is enrolled in Aviano Youth Programs.

Parent’s Signature

Date

Aviano Youth Programs Standards and Expectations

RULES are intended to keep your child safe while providing a healthy, caring and fun atmosphere. Your child is our number one priority. Please support our efforts by reviewing the following expectations.

1. Proper conduct will be observed at all times. Physical violence, foul or abusive language and/or disrespect to staff members or fellow youth program patrons will not be tolerated and may result in immediate removal from the facility for that day or longer.
2. Running is permitted in designated areas only. Heeleys are not allowed in or around the Youth Programs facility.
3. Youth are expected to use the equipment for its intended purpose only and will be held responsible for the equipment while it is checked out to them.
4. Youth are expected to sign themselves in upon arrival and out as they leave the facility.
5. All members and non-members are responsible for the cleanliness of the Youth Center and are reminded to pick up after themselves.

Failure to follow the standards and expectations described above could result in suspension from using some or all Aviano Youth Programs activities. Refunds will not be granted if youth is suspended due to behavioral issues. Parents will be contacted when suspensions are enforced.

Parent Signature

Date

Youth Signature

Date

Terms & Conditions for Computer & Internet Usage

ALL AVIANO YOUTH PROGRAM MEMBERS AND THEIR PARENTS WILL COMPLETE THESE FORMS BEFORE A MEMBER CAN GAIN ACCESS TO THE COMPUTERS FOR EDUCATIONAL AND RECREATIONAL USE.

Users are defined as youth members who have completed the required training and are authorized to access the Youth Program network to use software or the Internet. Please read each section below and initial the line after the section title to indicate your understanding and acceptance of the terms set forth in this agreement.

Acceptable Use

- A. Users will use the Youth Program's computer services only in a manner consistent with the educational objectives of the Youth Center. Users may not download files or subscribe to bulletin boards.
- B. Users must respect and adhere to all of the Youth Program's rules governing computer and Internet use and the rules of any other network or computing resource to which users have access through Youth Programs equipment.
- C. Users will not transmit any material (whether sent or received) in violation of any U.S. or state regulation. This is strictly prohibited and may violate criminal law. Users will not transmit obscene, sexually suggestive or offensive, lascivious, harassing, or abusive messages, copyrighted material, or material protected by trademark or as a trade secret.
- D. Users will not publish the name, photograph, home address or telephone number of themselves, another youth, staff member or any other person.
- E. Users understand using the Youth Program's computer equipment for commercial purposes, product advertisement, or political lobbying is prohibited and may be illegal. Illegal activities are strictly forbidden

Privileges

- A. Users understand that the use of the network is a privilege, not a right, and use inconsistent with these Terms and Conditions may result in a cancellation of the privileges. (Each user will receive instructions regarding the terms and protocols referenced in this document before network access is provided.)
- B. Users will lose computer privileges if they send messages or download files inconsistent with the Terms and Conditions. At the discretion of the Program Assistants or Youth Programs Director, users may lose the privilege of using the Internet permanently and face suspension or expulsion. Copies of the inappropriate materials will be reported to the Youth Programs Director and kept on file.

Internet Etiquette

- A. Users will be polite in all communication with others using the Youth Program equipment. Users will not use sexual, violent, or abusive language of any kind in messages to others.
- B. Users will use courteous, respectful language. Users will not swear, use vulgarities, sexual, harsh, racist, or disrespectful language of any kind.
- C. Users understand any transmission, including electronic mail, is not private and that their communications and access will be monitored.
- D. Users will evaluate information carefully. As with any research material, users must review it for accuracy and bias.
- E. Users will not use the network or the Internet in such a way as to disrupt the use of the network by other users. Users will not send "chain letters," or "broadcast" messages to lists or individuals.

No Warranties

- A. Users understand that the Youth Center makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Youth Center is not responsible for any damages users may suffer. This includes loss of data, delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or their errors or omissions.

- B. Users understand the use of any information obtained via the Youth Center is at their own risk. The Youth Center specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- C. Users understand the Youth Center has no obligation or authority to defend them against any legal actions brought against by them by anyone arising from their misuse of Youth Center computer resources or violations of any U.S. or foreign laws.

Security

- A. Users understand security of any computer system is a high priority, especially when the system involves many users. Users will notify a staff member if they notice a security problem. Users will not demonstrate the problem to other users.
- B. Users will not give their user password to other individuals. Any activity associated with their account will be considered their activity. It is the user’s responsibility to protect their account and password.
- C. Users may be denied access to the network if they are identified as a security risk.

Vandalism

- A. Users understand vandalism will result in cancellation of privileges.
- B. Users will not maliciously attempt to harm or destroy data of another user, Internet, individual computer, or network. This includes, but it is not limited to, the uploading or creation of computer viruses.

PARENTAL AUTHORIZATION

I, _____, have read the Terms and Conditions. I understand that network access is designed for educational and recreational purposes. Aviano Youth Programs has taken precautions to eliminate controversial material. However, I also recognize it is impossible for Aviano Youth Programs to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child’s use is not in the program setting.

I understand that my child is required to complete and sign the Computer and Internet Access Orientation and Agreement. All youth will be required to sign an agreement of acceptable use terms and conditions prior to using the Aviano Youth Programs’ network resources. After successful completion of the required paperwork, my youth will be authorized to use the internet and computers maintained at Aviano Youth Center.

I understand that, consistent with Youth Program policy to protect individual privacy, my child’s written and art work and name may be displayed, but the Youth Programs does not authorize the use of photographs, home address, or home telephone number in association with my child’s name. I understand that I will be notified in advance of any display or publication of my child’s work. I also understand that the Youth Programs does not authorize the use of the facility’s Internet service for commercial activity or personal use inconsistent with the terms and conditions.

I understand: (1) This form does not relinquish my child’s rights in his or her work. (2) Aviano Youth Programs is not responsible for subsequent copying or unauthorized use of the work by an outside person or agency.

Parent or Guardian Signature

Date

Computer & Internet Access Agreement

All Aviano Youth Program members must be fully aware of the Youth Center's policies on the use of its computers and the internet. Members must read and understand the following policies and procedures before access to computers will be allowed.

MEMBER ORIENTATION ON COMPUTER USE TERMS AND CONDITIONS

I will be respectful, responsible, and considerate while using the Youth Programs computers, and I will abide by the following:

1. I will always follow the instructions of the staff members.
2. I will not download any material, or change any settings to the computers, that may affect the security of the network or computers.
3. I will use the correct procedures for logging on and off of the computers/network.
4. I will not bring food or drink of any kind into the computer room.
5. I will keep the computer room neat and tidy.
6. I will recycle materials when I can.
7. I will never save any material to the hard drive.
8. I will only save material to equipment provided by the Youth Center.
9. I will only print 2 copies of any material, unless I receive permission from a staff member.
10. I will use polite, respectful language and materials which are not rude, explicit, or degrading to any race, gender, program, or individual.
11. I will not visit any off-limits sites that are rude, explicit, or degrading.
12. I will immediately report any problems or violations of these terms and conditions to a member of staff.
13. I will not attempt to harm or ruin the data of another user, the Internet, a computer, or the network by using or creating viruses.
14. I will not send "chain letters" or "broadcast" messages on the network.
15. I understand that I am responsible for my user ID and password, and will not share them with anyone.
16. I will not give out any personal information on the internet about myself, such as name, home address, telephone number, or location.
17. I will never agree to meet with anyone I meet on the internet or network.

I, _____, have completed the required orientation for use of the computers and internet at Aviano Youth Programs. I have read, I understand, and I will follow the terms and conditions listed above. I understand that if I use the computers, network, or Internet inappropriately, or violate the terms and conditions, I can lose my privilege to use the computers.

Member's Signature

Date