Costa Mesa ◊ Parks and Community Services Department ◊ DRC Teen Center Registration Form

Active Net Activity # 22198

General Policies & Agreements - Please Fill Out Completely (all fields are mandatory)

Teen Name (First, Last): **Grade**: **Date of Birth**: / / (dd/mm/yyyy)

Middle/High School:

Parent/Guardian Name (First, Last): Email:

Home Phone: Work Phone: Cell Phone:

Parent/Guardian Name (First, Last): Email:

Home Phone: Work Phone: Cell Phone:

Address: City: State: Zip:

Medical History

Please check all that apply:

ADD/ADHD	☐ No	☐ Yes
Asthma	☐ No	☐ Yes
Diabetes	☐ No	☐ Yes
Seizures	☐ No	☐ Yes
Chicken Pox	☐ No	☐ Yes
Head Lice (recent)	☐ No	☐ Yes
Other Diseases/Conditions	☐ No	☐ Yes
ALLERGIES		
Bee Stings	☐ No	☐ Yes
Latex	☐ No	☐ Yes
Foods	☐ No	☐ Yes
Drug Allergies	☐ No	☐ Yes
Any Other Allergies		

If Yes, please explain: _____

If your teen needs medication to be administered by the Teen Program staff while at the Teen Center, you will need to fill out a **"Request for Administration of Medication"** form.

Please request the form via email:

joshua.boggs@costamesaca.gov

Name of medication: _____

Reason: _____

Additional Information

EMERGENCY CONTACTS:

1st Contact: _____

Relationship to Teen: _____

Phone: _____

2nd Contact: _____

Relationship to Teen: _____

Phone: _____

_____

Participants with Disabilities

Please note that the City strives to make reasonable accommodations for participants with a special need or developmental disability. The City does not currently offer structured inclusion services to participants who require 1-on-1 aid for assistance or supervision during program hours. A 1-on-1 aid provided by the participant's family/guardian will be accepted with proper documentation. For documentation requirements, please contact: joshua.boggs@costamesaca.gov

Minor Release Waiver

GENERAL POLICIES: I, the undersigned, understand and agree to the General Policies set forth herein. I further understand that if a participant has previously been or is the subject of discipline, suspension, or expulsion in connection with any City recreation programs, or has exhibited disruptive conduct, the City may, in its discretion, immediately unenroll the participant.

ASSUMPTION OF RISK: I fully understand that my or my child/children's participation in City recreation programs may expose me or my child/children to the risk of personal injury, death and/or property damage. I hereby acknowledge that participation in City programs is voluntary and I agree to assume the full risk of any injuries and/or damages and/or losses of property, regardless of severity and including death, that may occur in connection with my or my child/children's participation in City programs.

PHOTO RELEASE: I understand that City representatives may photograph or record activities of City programs and participants. I hereby grant permission for the City to use and/or publish my or my child/children's photograph or likeness photographed or recorded during my or my child/children's participation in City programs to promote City programs and services, and for any other purpose, without compensation to me or my child/children.

MEDICAL RELEASE: I authorize the City to provide or cause to be provided such medical treatment to me or my child/children as may be necessary or appropriate if any injury occurs during my or my child/children's participation in City recreation programs. I further agree to pay any and all costs incurred in connection with such treatment.

CIVILITY CONDUCT POLICY: I understand that the Recreation Division's Civility Conduct Policy is intended to provide a safe, friendly and comfortable environment for participants and staff by requiring that everyone "treat others the way you want to be treated." I understand that any participant that violates the Civility Conduct Policy may, depending on the severity of the violation, be subject to disciplinary action, including, but not limited to, a verbal warning, immediate removal from the program/event, and/or denial of future participation in City programs.

WAIVER AND RELEASE OF LIABILITY: I, intending to be legally bound for myself and my heirs, personal representatives, next of kin, and anyone who might make a claim on my behalf, hereby waive, release, and discharge the City of Costa Mesa, and its elected officials, officers, agents, employees, and volunteers from any and all claims for damages and/or liability, whether caused by any active or passive negligent act or omission of the City of Costa Mesa, or its elected officials, officers, agents, employees, and/or volunteers, or otherwise related to my or my child/children's participation in City programs, and promise not to sue the City of Costa Mesa, or its elected officials, officers, agents, employees, and/or volunteers for any damages I incur in connection with the City's programs. This release and waiver extends to all claims of every kind or nature whatsoever, foreseen or unforeseen, known or unknown.

TRANSPORTATION VAN RELEASE: DRC Teen Center & ***SOY Program (Transportation for SOY only after completed registration through the SOY program)***

I grant authorization for the teenage participant to use the City of Costa Mesa van for transportation to the Downtown Recreation Center (1860 Anaheim Ave) or SOY program (2045 Meyer Pl, Building E) from Ensign Intermediate/Newport Harbor High School. The van pick-up location is situated at the Ensign Intermediate parking lot (at the intersection of Beacon Street & Irvine Avenue) and will depart promptly at 3:00 PM. On Wednesday and early dismissal days, the van will depart at 1:00 PM. Regulations for the van include: Safety – you must wear your seatbelt properly at all times while inside the vehicle, and changing seats while the vehicle is in motion is strictly prohibited for safety reasons. Distractions – refrain from distracting the driver and other drivers on the road and maintain an appropriate noise level. Eating/Drinking – gum, food, candy, and beverages other than water are not permitted in the van. At the conclusion of every trip, you must clean up your trash and ensure that the van is tidy.

Initial: _____

Teen Center Rules and Disciplinary Procedures

1. **School Rules = Teen Center Rules:** All school rules apply, and participants are responsible for obtaining the student handbook from their school.
2. **Signing-In/Out**: Participants MUST sign in and out each day they visit the Teen Center. Participants have permission to sign themselves out of the Teen Center at any time. After participants leave the Teen Center, Teen Program staff do not provide supervision and are not responsible for them.
3. **Harassment:** Harassment, also known as bullying, by a participant of another participant or Teen Program employee based on race, religion, color, national origin, ancestry, handicap, disability, medical condition, sex, sexual orientation, dressing according to gender identity, or age, will not be tolerated and is subject to immediate removal from the Teen Center.
4. **Respect:** Teen Center participants shall behave respectfully to Teen Program staff and fellow participants. All participants should treat others the same way they would like to be treated. Violation of this policy includes, but is not limited to, loud, disruptive, obscene, profane, or abusive language, verbal or physical threats, or stealing.
5. **Inappropriate Behavior**: Inappropriate behavior,
   spitting, teasing, sexual behavior, gambling, fighting, being under the influence of drugs/alcohol, or anything else deemed inappropriate by Parks and Community Services Department Staff will not be tolerated. Depending on the severity of the infraction, these actions may result in an automatic suspension or expulsion. The Costa Mesa Police Department will be immediately notified of any illegal activity, and there are **NO EXCEPTIONS**.
6. **Conflict Resolution:** Participants experiencing harassment, disrespect, or inappropriate behavior from another participant should report the problem to Teen Program staff immediately.
7. **Personal Belongings:** Personal belongings should not be left unattended. The city is not responsible for lost, stolen, or damaged items within the Teen Center. Additionally, personal belongings brought to the Teen Center may not interfere with program activity or pose a safety concern to employees or participants.
8. **Illegal/Inappropriate Material:** Illegal or inappropriate material will result in a suspension or expulsion, depending on the severity of the situation. Possession of weapons, drugs, or alcohol is strictly prohibited.
9. **Photography/Recording:** Participants must obtain consent to photograph or record staff or other participants on their cell phones or cameras.
10. **Social Media**: Uploading photos of other participants or staff that have been distorted or altered with inappropriate content on social media will result in immediate disciplinary action.
11. **Dress Code:** Participants must be fully clothed at all times. Clothing that shows bare midriffs, undergarments or contains content that is suggestive, or promotes the use of drugs, alcohol or other illegal activities is prohibited. No offensive, explicit, anti-discrimination, gang affiliation by color, insignia or symbolism, or inappropriate words or pictures are allowed on clothing during visits to the Teen Center. Parks and Community Services Staff reserve the right to determine what is and is not appropriate.

1. **Disciplinary Procedures:** Please see attached parent packet for disciplinary procedures. **Initial**: _____

Parent/Guardian Signature _____ **Print Name** _____

Teen Signature _____ **Print Name** _____ **Date** _____

OFFICE USE ONLY **Received by:** _____ **Date:** _____

Teen Center: _____ **Date (entered):** _____ **Entered by:** _____

Note: TeWinkle Teen Center: TeWinkle students only; DRC Teen Center: 7th – 12th grade