

**Greendale Elementary Community School Society
Program / Course Registration Form – CHILDREN**



Course Title: _____

Course Date & Time: _____

PARTICIPANT'S NAME: _____ **AGE:** ____ **CURRENT GRADE:** _____

PARENT/GUARDIAN: _____ **BEST PH #:** _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

EMERGENCY CONTACT NAME: _____ **PH #:** _____

RELATIONSHIP: _____

EMERGENCY CONTACT NAME: _____ **PH #:** _____

RELATIONSHIP: _____

AUTHORIZED PICK-UP: _____

BC CARE CARD NUMBER: _____

RELEVANT HEALTH AND/OR BEHAVIORAL ISSUES:

I hereby consent for the participant above, when will or injured, to be taken to the nearest Emergency Center if I cannot be contact.

Signature: _____

I give my permission for the use of photographs, films, or video of my child to be taken during the program to be used in brochures, displays, Facebook and our webpage with NO NAMES used.

Signature: _____

CANCELLATION POLICY: A notice of cancellation must be received at least 3 days prior to program start date in order to qualify for refund or credit. GECSS reserves the right to cancel a program or issue a full refund if registration fulfillment is not met. **Signature:** _____

WAIVER: All course participants and their parents or guardians hereby acknowledge that this event/program and related activities involve the possibility of injury and accordingly agree that, as a condition of their participation in such programs, for themselves, their heirs, executors, administrators and representatives that the Greendale Elementary Community School Society and its directors shall be released from any and all claims, present or future, howsoever arising, resulting from any loss, damage, injury, expense or cost that the participant may suffer as a result of participation in the Greendale Elementary Community School Society's programs. The participant and their parents have read and understand this release and that substantial legal rights are being waived.

Signature: _____

By signing below I acknowledge that the above information is correct and agree to the total amount of payment being charged. **Signature:** _____

I have read the GECSS Protocols for Disciplinary Incidents. Signature: _____

This information is collected for the purpose of running programs and will not be used for any other purpose or shared with any other organization.



Greendale Elementary Community School (GECSS)

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GECSS Protocols for Disciplinary Incidents

First of all, it all depends on the situation – student, program, and what is going on!

During any program/course that GECSS puts on, the P.O.R. (person of rapport) is constantly having their “ear” to what is happening – listening in or physically entering the space where the program/course is being held.

If during said program/course, there is a student(s) engaging in inappropriate behavior towards his/herself, the instructor or fellow participants, the following is to occur:

1. Engage in a non-confrontational conversation to direct attention back to the task at hand, while offering a verbal “correction” to the situation and re-iterate the following:
 - a. **Be Respectful to Yourself** – caring about your learning and yourself, including safety.
 - b. **Be Respectful to Others** – considerate to others personal feelings and properties.
 - c. **Be Respectful to Property** – caring about your school and your environment.
 - d. **Be Safe** – learn and follow school rules.
2. If the behavioral situation continues, then follow the **Strike 3 Protocol**:
 - a. **Strike 1** – child will be removed from the activity to discuss what is happening, possibly moved to a quiet space to calm down and to work through a “Think Sheet” if needed. Once the situation has passed and the child is ready, they can rejoin the program/course. Parent will be informed of the situation upon pick-up.
 - b. **Strike 2** – child will be removed from the activity for a longer period of time to rethink their actions and there is only a “possibility” of rejoining the program/course. A phone call will be made to the parent listed on the registration form and a meeting will be scheduled to discuss the student’s behavior and future attendance.
 - c. **Strike 3** – child will be removed from the activity immediately with no chance of rejoining and a phone call will be made for the child to be picked up immediately. The child will be removed indefinitely from the current program/course. The GECSS Society will be willing to reimburse the funds of those class days not attending.
3. If the child received 3 Strikes and is already enrolled or wants to be enrolled in future programming/courses, then a meeting will need to be scheduled to discuss the opportunity to attend those programs.

During any of these incidents, all information will be documented in the GECSS Incident Binder – dated and signed. Even keeping track of a “good day” would be good to add to any incident forms for a student so that it can be shared with the student.