



**BOYS & GIRLS CLUBS
OF ST. CHARLES COUNTY**

After School Transportation - Club Vehicles

The following policies and procedures take effect on **August 24, 2020**. We must have a minimum of four members signed up for transportation from each school in order to provide this service.

All transportation payments must be done through our Auto Pay System which requires a credit or debit card.

Member First Name:		Member Last Name:	
School:		Grade:	Age:
Parent First Name:		Parent Last Name:	
Parent Phone Number:		Emergency Contact Name and Phone Number:	
PARENT/GUARDIAN ACKNOWLEDGEMENTS SIGNATURE & INITIALS MANDATORY			
A	Members are required to wear their seatbelts correctly (with the strap across their chest) from pick up to drop off. The vehicle must make a complete stop before taking off their seat belts. Members are required to wear face masks and maintain appropriate distance from other members.	P/G Initials:	
B	Members must be aware that the Club rules apply on the van. In the event that a member misbehaves they will be written up and a letter will be sent home. If 3 incidents on the vehicle occur the Club will cancel transportation for the rest of the school year. Parents will need to find other transportation.	P/G Initials:	
C	Members must be aware that they cannot eat or drink while on the vehicle.	P/G Initials:	
D	Transportation fee is due the Friday before the week of services and is processed by Auto Pay. If your fee is not paid by Friday (end of day) transportation will be cancelled immediately and the school will be notified. A \$10.00 late fee will be charged for payments made the following Monday morning and transportation may be not available.	P/G Initials:	
E	The Club does not prorate transportation fees even in the event of holidays or no school days.	P/G Initials:	
F	The Club must be notified in advance if members are not utilizing transportation. If 3 no-calls occur the Club will cancel transportation for the rest of the school year and the school will be notified.	P/G Initials:	
G	In the event that a member will not be riding parents are required to continue transportation payments to keep their child's spot on the vehicle. This includes if a member is suspended from the Club.	P/G Initials:	
Parent/Guardian Signature:		Date:	