

Unitarian Church of Harrisburg
 Religious Growth & Learning for Children and Youth
 Registration 2011 – 2012

Parent or Guardian Name(s) _____

Please make corrections to the label as necessary.

Street City Zip

Today's date _____ Telephone # H _____ Other _____

If your email is not correct in the current directory or church web site please provide it. Leaders use email to communicate program information with families.

E-mail _____

Child/youth's first and last name	M/F	Birthdate	Grade level in 2011-12	Interest in tone chime or family choir Y or N
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

- A parent or guardian is expected to be on the UCH premises while children through 8th grade are attending RGL sessions. If you plan not to be in the building, please notify the DRE in writing prior to the service.
- In case of emergency requiring evacuation at Clover Lane, children and youth will be escorted to the driveway side of the playground area to meet parent or guardian. **At Market Street they will be escorted to the grass lot behind the church accessible from 16th Street.**
- Are you aware of any conditions that may need to be addressed to ensure that your child/ren or youth can meet the classroom expectations as expressed in our Church Rules and Religious Growth and Learning Covenant? **YES** or **NO**
- Please describe any behavioral, health or learning needs which the leaders working with your child should know about to better provide a positive experience for your child. If you would like to discuss health concerns or learning needs with the DRE Trish Brandon or Youth Director, Wendy Shaver, please ask. Confidentiality will be maintained as appropriate.

Please inform the DRE, Trish Brandon or the Youth Director, Wendy Shaver of any circumstances or conditions that arise over the year, long term or short term, which may influence the behavior of your child or youth so that measures may be taken to ensure a positive experience for everyone involved. Special accommodations are gladly made to assist a child or youth.

Parent/Guardian Information - Signatures Needed

My **initials** indicate my understanding and agreement to comply with the statement.

_____ The children and youth in my care and I have read, understand and agree to follow the Church Rules and expectations for parents, guardians, youth and children.

_____ I understand that my child's photo may be taken and put on the church web site without associated names. If you do not want your child's photo on the web site do not initial this box.

_____ I have read the Volunteer Responsibility Policy and a family member will take a turn to help. Or I have talked to the DRE, Trish Brandon or Youth Director, Wendy Shaver about our extenuating circumstances.

Parent/Guardian Signature

Printed Name

Parent/Guardian Signature

Printed Name

Please check any boxes that apply to your family:

- We are pledging members of the Unitarian Church of Harrisburg.
- We are new to the Unitarian Church of Harrisburg, this is our first time registering for the RGL program.
Please note: The materials fee and volunteer requirements are waived for the first year.
- Other – Please explain:

Materials Fees are set for non-pledging friends and members to help offset program expenses including books, supplies, curriculum, teacher training, staffing and snacks. If you are interested in additional information about pledging and our stewardship ministry please contact Alanna Berger at stewardship@harrisburgUU.org

- New Families – The Materials Fee is waived for a year from when a family starts to come to UCH. Volunteer requirements are waived over the same time as new families explore UCH.
- Non-pledging Families attending more than a year - Materials Fee for non-pledging families - \$75 for the first child, \$50 for each additional child. This payment may be applied to your pledge.
- Pledging Families - Materials Fee for pledging families - \$0
- Fee Waiver: Materials Fee will be waived for families in need. Please initial here to request fee waiver: _____

TOTAL Enclosed Materials Fees: \$_____

Please make the check payable to "UCH" with "RGL materials fee" in the memo line

Thank you for filling out all of both sides of both pages of the registration form to complete your registration. Registration is required for participation.

Please mail in both completed pages or put them in the forms folder at the RGL Information Center by **May 22, 2011.**

Your timely registration helps in planning. Thank you!

Volunteer Responsibility Policy

Nurturing the spiritual lives of children, youth and families is a cooperative ministry. Each family who has been with the church a year or more should contribute about 8 hours, which is 6 Sundays, of volunteer time in the Children and Youth Religious Growth & Learning Ministry. Please indicate which opportunities below someone from your family will be involved in.

The first option requires the most participants. It will take between 51 and 62 leaders each helping out six or seven Sundays to adequately staff the Sunday morning programs. Please commit to scheduling an adult family member to help for **six or seven Sunday sessions** over about a three month period. Continuity is important for everyone involved so leaders are asked to commit to participation over a two or three month period.

Please circle the age/grade group and time you prefer.

You will be contacted in early November about volunteering if you need time to decide which service you will attend. Please circle the last option, "Not sure..." under 9:00.

Age Group configuration will be determined by leader availability.

9:00	Nursery/PS	PK-K	1 st – 2 nd – 3 rd	Not sure which service we will attend
<u>Clover Lane</u>		Ages 4-5-6	Ages ~ 7 – 9	

Please circle the age/grade group and time you prefer.

Age Group configuration will be determined by leader availability.

11:00	Nursery/PS	PK-K	Grades 1 st – 2 nd	Grades 3 rd 4 th	Grades 5th 6th 7th
<u>Market St.</u>		Ages~4-6	Ages~ 6 – 8	Ages ~8 – 10	Ages ~ 10 - 13

Please **circle the months** below that you prefer to take your turn in the classroom.
 Sept. Oct. Nov. Dec. Jan. Feb. early March March April May

The second option includes additional opportunities to support the program. Please write your name on the lines corresponding to activities you are willing to consider. Assistance and guidance is provided for all activities. ☺ You are not alone!

- _____ Coordinate a lunch at the leader orientation in August
- _____ Giving Tree Coordinator – Organize and coordinate the solicitation, collection and distribution of gifts for a worthy cause in November and December.
- _____ Deck the Halls – lead a craft project of your choice for any age (or one provided).
- _____ Coordinate the class leader schedule for a team of leaders for one age group at one service time.
- _____ Other as needs are identified.
- _____ Coordinate schedule for weekly snack donations for high school group
- _____ Coordinate a meal for a high school group event

Ethical Code of Conduct for Religious Growth & Learning Leaders

Religious Growth & Learning volunteers include all persons who work with children and youth in the Unitarian Church of Harrisburg. As persons with special responsibilities for the nurturing and care of young people in this church they are expected to maintain an environment of respect and safety. This environment should enable children and youth to develop a positive sense of self and a spirit of independence and responsibility while fostering the spiritual development of individuals and the community.

All people working with children and youth are expected:

- not to engage in behavior with children or youth that constitutes verbal, emotional, or physical abuse, this includes behavior or language that is personally threatening or demeaning.
- to neither indulge in sexually harassing behavior or engage in sexual, seductive, or erotic behavior with children or youth.
- not to allow the use of tobacco, drugs or alcohol or any illegal activities among children or youth.
- not to be alone with a child or youth in a closed room without another child, youth or adult in the immediate vicinity;
- to have never been convicted of child sexual or physical abuse.
- to implement and abide by the church rules and religious growth and learning covenant.

Any violations of the ethical code of conduct must be reported immediately to the DRE or minister. Children and/or parents who are concerned about an adult or youth worker's behavior should speak with the DRE or minister immediately.

Please sign below to indicate that you agree to abide by the Ethical Code of Conduct for Religious Growth and Learning Participants. If you can not agree to the expectations above you are not permitted to interact with children or youth at church.

Signature _____ Date _____

Printed Name _____

Signature _____ Date _____

Printed Name _____

PLEASE KEEP THIS PAGE AND REFER TO THE CALENDAR ON THE OPPOSITE SIDE

Church Rules

In order to provide a fun, safe and sacred space for people of all ages within our church, the following rules are expected to be followed. These rules are drawn from the Unitarian Universalist principles and are found in our Religious Growth and Learning Covenant.

In this church we DO:

- Listen, speak and act with respect
- Take turns and cooperate
- Participate in group activities
- Include people, especially newcomers, in our activities
- Run, skip and jump outside
- Share toys, play equipment and snacks
- Take time-outs and/or talk with someone when angry
- Ask adults for help
- Help make church a fun, safe, sacred place for everyone

In this church we do NOT:

- Disrupt our group by being noisy, distracting or uncooperative
- Cause physical harm to others
- Throw wood chips or other potentially harmful objects
- Yell or use disrespectful language
- Threaten others with our words or actions
- Stand or jump on tables or other furniture
- Damage church property, grounds or things belonging to others
- Leave the group meeting space without permission

Consequences

When the Church Rules are not followed, we can expect one or more of the following consequences to help us improve our behavior and keep church a fun, safe, sacred space for everyone.

We may be:

- given a firm, but gentle reminder of the rule to be followed.
- asked to move to a different seat, area or activity.
- given a verbal warning to stop our behavior.
- asked to talk about the behavior with a supervising adult.
- told to take a time-out of 5 to 10 minutes.
- Asked to fill out a "My behavior at church today" form, with adult help if necessary.
- dismissed from our group. If dismissed, we will meet with the DRE. Our parent(s) or responsible adult will be notified.
- asked not to attend our group until a behavior plan has been developed with parents, the DRE and appropriate teachers.
- asked to attend a meeting with the DRE and our parent(s) to discuss our behavior at church.