

*Orange Coast Unitarian Universalist Church*  
*Religious Education Program for Children and Youth*  
*Family Registration Form 2009-2010*

Date: \_\_\_\_\_

Contact Information

Parent Name:

Parent Name:

Email:

Email:

Phone:

Phone:

Address:

Address:

City:

City:

The best way to reach me is by:

Phone \_\_\_\_\_ Email \_\_\_\_\_

The best way to reach me is by:

Phone \_\_\_\_\_ Email \_\_\_\_\_

Children/Youth

Name

Birthdate

Grade in Sept.'09

_____	_____	_____
_____	_____	_____
_____	_____	_____

Consent and Agreement Form

Should any emergency arise, I grant permission for my child to receive treatment from an appropriate health care provider to be selected by the responsible adult supervisor, when, in such supervisor's opinion, the need for such treatment is immediate, and when efforts to contact me (parent/ guardian) are unsuccessful. I also agree to pay and be responsible for all medical, hospital and other expenses which the OCUUC and/or any and all adult supervisors may incur as a result of securing such treatment.

Signature\_\_\_\_\_

Date\_\_\_\_\_

Address\_\_\_\_\_ City: \_\_\_\_\_ Phone: \_\_\_\_\_

Emergency Name & Phone\_\_\_\_\_

Health and Safety Information:

Please note anything that may help us serve your family better. If there is more than one child, please indicate the name. Use the reverse as needed. **IT IS IMPORTANT TO BE THOROUGH IN COMPLETING THIS SECTION.** It is the parent or guardian's responsibility to notify the Director of Religious Education if changes occur during the year.

Does your child have any allergies? To what? Reaction?

Does your child have any special needs or conditions that we should know about (e.g., health issues, medical conditions; dietary restrictions, medications, special needs; family circumstances such as a divorce, death, move or new school)? May we communicate those to his/her teachers?

Photography/Video Permission and Publication

Students must have written parental permission for their image to appear in any Orange Coast Unitarian Universalist Church (OCUUC) publications, bulletin boards, or web site. No student's name, email address, street address, or telephone number will be published. When your student's picture is published it may be identified by the class group (1-4<sup>th</sup> graders) or by the title - "Students in the OCUUC RE program".

I, (print your name) \_\_\_\_\_

\_\_\_\_\_I GIVE permission to use a photograph of my child(ren)/youth on classroom and church bulletin boards.

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\_\_\_\_\_I DO NOT give permission to use a photograph of my child(ren)/ on classroom and church bulletin boards.

\_\_\_\_\_I agree that my child(ren)/youth's picture may be published on the OCUUC web site and in the church newsletter.

\_\_\_\_\_I DO NOT want my child(ren)/youth's photograph published on the OCUUC web site and in the church newsletter.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Religious Education Safety Policy and Behavior Guidelines  
Orange Coast Unitarian Universalist Church

**Safety Policy**

**To insure the safety of all participants the following are considered intolerable-** Possessing any of the following- weapons of any kind, materials for producing fire, fireworks including cherry and smoke bombs, illegal drugs, inappropriate materials for age, including cigarettes and sexually explicit materials not used as part of a curriculum. Intolerable behavior includes the following- violent behavior towards oneself or others, inappropriate sexual behavior, threats or threatening behavior, leaving supervised areas (classrooms, playground, church buildings, and patios) without approval from teacher or parent, and destruction of personal or church property.

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**Behavior Guidelines**

- Respect yourself and each other.
- One person talks at a time. Raise your hand to be recognized.
- Listen quietly when another person is talking.
- Make only positive comments about another person.
- Use indoor voices.
- Each person has personal space. Control your own body.
- Follow teacher's first request.
- You are "allowed to pass" during discussion.
- You are to remain in the group during all activities.
- Respect the living plants and animals and treat them as gently.
- Treat the buildings and grounds respectfully and with care.

**Our family has reviewed the above policy and guidelines, as well as the policies regarding violations (pg. 4) and we agree to support them.**

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Parent/Guardian

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Parent/Guardian

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Child

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Child

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Child

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Child

Check list: Make sure you have completed each section, please.

- \_\_\_\_\_ Contact Information (pg. 1)
- \_\_\_\_\_ Consent and Agreement Form (pg. 1)
- \_\_\_\_\_ Medical and Safety Information (pg. 2)
- \_\_\_\_\_ Photography/Video Permission (pg. 2)
- \_\_\_\_\_ Safety and Behavior Guidelines (pg. 3)
- \_\_\_\_\_ Family Involvement Form (pg. 5-6)
- \_\_\_\_\_ Nursery Permission Form (if applicable, pg. 7)



Please keep for  
your records.....

## **Safety and Behavior Guidelines Policy Violations**

We all make mistakes at times or fail to live up to the promises we have made to one another. At those times, we will lovingly remind each other of our covenant, get help from someone we trust, and listen to one another. If we see that these Principles are not being followed, we each have a responsibility to respond because we want our church to be safe for all.

The Religious Education Committee has developed a Safety Policy and Behavior Guidelines for all RE program participants to follow at all times. As part of this they have developed the following procedures if participants do not meet those guidelines.

### **Discipline Procedure if SAFETY Policy is not followed**

Any violation of the Safety Policy will result in a child being returned to their parent immediately, even if it means they are called out of the service. The DRE and RE Chair will discuss the problem with the involved parties to insure no further violations occur.

### **Discipline Procedure if BEHAVIOR Guidelines are not followed**

At OCUUC, the Religious Education Committee encourages us to learn from each other in search of our own beliefs. We respect others and each person's right to speak. At the beginning of each trimester the teachers and students will discuss the Covenant and will adopt one for their own use in class. We encourage each family to sit down and discuss the behavior guidelines. Each family is required to sign a copy of them.

**If behavior guidelines are not followed we can expect one or more of the following consequences there is a three-part discipline procedure.**

**Part One** - A responsible adult will immediately offer a gentle and firm reminder about the behavior that is expected.

**Part Two** - The adult will give a verbal warning about behavior that is inappropriate.

**Part Three** - The child will be removed from the group to the care of the DRE or parent(s). Following a conversation the child may return to class or stay with the DRE. The DRE will discuss the issue with the parent(s) after the service.

The parents will contact the DRE to indicate the child or youth understands the behavior was unacceptable and agrees to work harder to keep the covenant.

In the case of repeated difficulties, a parent or guardian may be asked to be with the children's group for an agreed upon time.

## Religious Education Program Family Involvement Form

The Religious Education program at OCUUC is based on the recognition that a child's primary religious educator is her/his parent and our staff **works in partnership with you**. Your involvement in these activities communicates worth and excitement for religious learning to your child(ren) and enables us to offer a wide variety of programming and activities throughout the year.

**The Religious Education program is a cooperative program in which parents are expected to participate. Curriculum is provided and each class has a teaching team. Please initial next to the Sunday that you are available to teach or assist. Many churches charge upwards of \$150 for programs such as the ones we offer at OCUUC. Your participation with time, talent, and treasure is vital to the program.**

Please mark which Sunday you are available to be in the classroom. Volunteers will rotate being teachers & assistants. All curriculum and activities are planned in advance.

1<sup>st</sup> Sunday \_\_\_\_\_ 2<sup>nd</sup> Sunday \_\_\_\_\_ 3<sup>rd</sup> Sunday \_\_\_\_\_ or \_\_\_\_\_ 4<sup>th</sup> Sunday

**Additionally there are other areas where your help is needed. Please check those which interest you, and a member of the RE Committee will contact you.**

\_\_\_\_\_ **Join the RECY Committee** – The RECY plans and implements the religious education program for children and youth in collaboration with the Director of Religious Education. (Approximate time commitment is 6 hours per month)

\_\_\_\_\_ **RE Greeter Table** – Greet and welcome children, youth, parents and visitors at the RE Table. *Practice the art of radical hospitality!* (Approximate time commitment is 20 minutes per service)

\_\_\_\_\_ **Snack Preparation:** Prepare simple snacks for preschool through 8<sup>th</sup> grade with food and drinks that are provided by the church. (Approximate time commitment is 20 minutes per Sunday)

\_\_\_\_\_ **Help the RE Committee** – Participate on an RE Subcommittee. The subcommittees are Classroom (\_\_\_\_) Curriculum (\_\_\_\_) Social Action (\_\_\_\_) Special Events (\_\_\_\_) Summer Program (\_\_\_\_) Worship (\_\_\_\_) Youth (\_\_\_\_)  
(Time commitment will vary)

\_\_\_\_\_ **Enrich curriculum through Music, Drama and Art** – Provide assistance to the classroom teachers to enrich the curriculum. (Time commitment will vary)

\_\_\_\_\_ **Chaperone/drive for off-site events or field trips** – All drivers must have a valid driver's license and proof of insurance. (Time commitment will vary)

\_\_\_\_\_ **Our Whole Lives (human sexuality program) Teacher** – I would like more information about this program and the training necessary to become a leader. (Time commitment varies and does include a mandatory weekend-length training)

**Intergenerational Events Volunteers**

*Please note: The following events are offered only if there is volunteer support.*

\_\_\_\_\_ **Parent’s Night Out Volunteer:** Provide adult supervision for Parent’s Night Out.  
\_\_\_\_\_ I’d like to coordinate these volunteers.

\_\_\_\_\_ **Church Pals:** Help plan and coordinate a Church Pals program in February.  
\_\_\_\_\_ I’d like to coordinate these volunteers.

\_\_\_\_\_ **Easter Egg Hunt:** Help plan and/or host the annual Easter Egg Hunt.  
\_\_\_\_\_ I’d like to coordinate these volunteers.

\_\_\_\_\_ **Intergenerational Activity Nights:** Help plan and implement IG Activity nights – such as game nights, readers’ theatre, potluck social nights.  
\_\_\_\_\_ I’d like to coordinate these volunteers.

\_\_\_\_\_ **Other: Is there something else you are interested in or some other way you might want to volunteer? Let us know your ideas!**

\_\_\_\_\_

\_\_\_\_\_

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Parent Name(s):

\_\_\_\_\_

\_\_\_\_\_

Child/ren Name(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To be completed by parents of Nursery-age children

Orange Coast Unitarian Universalist Church  
Nursery Procedure and Permission Form

Snacks:

OCUUC will provide apple juice and crackers for children in the nursery. Some parents may prefer to provide their own snacks or ask that their child(ren) not be given food in the nursery. Please indicate your preference below.

\_\_\_\_\_ OCUUC's nursery care staff has my permission to give my child(ren) juice and crackers.

\_\_\_\_\_ I will provide my child with his/her own snack. I understand that this snack will not include any nuts.

\_\_\_\_\_ I do not want my child to be given any food or juice while they are in the nursery.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Diapering

All nursery caregivers are instructed to use Universal Precautions when changing diapers. These precautions stipulate that:

- Hands must be washed thoroughly before and after every diaper change.
- Gloves must be worn.

Some parents may prefer to be notified when their child(ren) need a diaper change. Please indicate your preference below.

\_\_\_\_\_ OCUUC's nursery care staff has my permission to change my child's diaper as needed.

\_\_\_\_\_ I would like to be notified when my child needs a diaper change, and I will come and change it.

Signature \_\_\_\_\_ Date \_\_\_\_\_