

(425) 861-6247

DISCOVERY BAY
parent handbook



THE MISSION of PRO Sports Club is to provide a friendly, unique, caring environment for families with World Class facilities, knowledge, and services. It is our goal to have everyone who visits our club to feel sincerely cared for and leave feeling vital, refreshed, and excited about their experience at PRO Sports Club.

PRO
Sports Club
(425) 861-6247



Dear Parents,

We welcome your children to our child care and youth activity programs. It is our goal to ensure that PRO Sports Club is a comfortable “home away from home” as well as to help your children develop healthy exercise habits and an active lifestyle.

The purpose of this handbook is to acquaint you with our guidelines and procedures so that we may best serve you and provide the best possible experience for your children. We encourage family participation at PRO Sports Club and ask that you keep this information for your reference.

Our goal is to make each day a happy and meaningful experience for both you and your children. If you have any questions, please feel free to contact us at (425) 861-6247.

Sincerely,

A handwritten signature in black ink that reads "Donna Moseby". The signature is written in a cursive style.

Donna Moseby, Youth Manager
PRO Sports Club, Child Care Department

RESERVATIONS

Reservations are strongly encouraged for Discovery Bay. For your child to be guaranteed a spot, reservations must be made as far in advance as possible. Fire codes and State licensing regulations limit the number of children we are able to accommodate. For the safety of the children and in all fairness to our staff, we will not accept “drop-ins” if our reservations are full. PRO Sports Club staff can make two appointments for each member after which members may make remaining reservations on-line. Evening and weekend staff is only provided on an “on-call” basis. Reservations for these times must be made at least 3 hours in advance and reservations for the same day cannot be made later than 3:00 p.m., Monday through Friday. If there are no reservations for these times, there may not be a staff person here for you.

ADMISSION REQUIREMENTS

PRO Sports Club is able to serve children from 6 weeks old to age 10. The club accepts any child whose needs can be met in our setting and who is able to participate and substantially benefit from our program without risk to him/herself and to other children.

RECORDS MAINTENANCE

It is the responsibility of the parents to keep us informed of any change to their personal records at PRO Sports Club so we can maintain up-to-date files. This includes items such as name, address, workplace of either parent, emergency numbers, authorizations, immunizations, and changes in parents’ marital status or health changes in the child.

HOLIDAY HOURS

New Year's Day	Closed
Easter Day	Closed
Memorial Day	8:30 am to 1:00 pm
Fourth of July	8:30 am to Noon
Labor Day	8:30 am to 1:00 pm
Halloween	8:30 am to 3:00 pm
Thanksgiving Day	Closed
Employee Holiday	8:30 am to 1:00 pm
Christmas Eve	8:30 am to 1:00 pm
Christmas Day	Closed
New Year's Eve	8:30 am to 1:00 pm



SNOW/SEVERE WEATHER POLICY

In the case of snow or severe weather, we will consult local public school districts regarding school closures. In the event that Lake Washington School District is closed due to snow or severe weather, our programs will also be closed. Please call the Front Desk at (425) 885-5566 for updates.

In the event of snow, PRO Sports Club will do all it can to remain open. When there is considerable snow (streets and highways covered, compact snow and ice on side streets) we will remain open on a limited basis. The hours of operation will be shortened, preschool classes will be cancelled, and we will encourage parents to keep children at home, if at all possible. In PRO's history we have rarely been forced to completely close, but we must always consider the safety of both our members and staff.

RIGHT TO SUSPEND OR DISMISS

PRO Sports Club reserves the right to suspend or dismiss children for unmanageable behavior or for educational or medical needs for which the program does not have the expertise to manage.

EMERGENCY INFORMATION

PRO Sports Club requires that all paperwork be on file before your child's first day of attendance. The *Enrollment Application* and *Emergency Medical Authorization* forms and immunization records provide us with parent information, authorization for the release of your child to other adults, emergency contacts, and health and medical histories. Additionally, these give PRO Sports Club permission to seek emergency medical treatment should your child require such care. Enrollment application, immunization record forms, and parent handbook may be obtained from the Discovery Bay front desk or on our website.

CANCELLATION

Making accurate reservations and canceling with reasonable advance notice not only helps us correctly staff our programs, but also increases accessibility for all parents and children.

Cancellations for all youth programs must be made at least 24 hours in advance to avoid being charged for the full time of the reservation. Due to licensed child/teacher ratios, a \$20 late fee will be charged (in addition to the hourly fee) for picking up your child more than ten (10) minutes after the reserved scheduled time ends. To extend your child's time at Discovery Bay, please call us before the reserved end time to ensure that we are able to accommodate your needs and to avoid a late fee.

INFANTS/TODDLERS GUIDELINES

Diapers

We do not provide diapers, wipes or plastic pants for your child while in our care. Please bring a supply of these items with you at each visit.

Toilet Training

Infants and toddlers who are not toilet trained will be changed as needed. For those children starting toilet training, we approach this as a team effort between parents and instructors. Consistency is the key to success. Please talk to us so we can do our best to support and encourage the training process. If your child is toilet training, you will need to supply all disposable diapers, wipes, spare clothes and pull ups. We do require that diapers or pull-ups be used until your child is **completely** toilet trained.

Feeding Infants

Due to the individual nature of feeding requirements for infants, we ask that you to work with your child's instructor regarding scheduling, amounts, and the timetable for introduction of foods. We do request that parents inform us of any known or suspected allergies. Please make sure that all bottles, etc. are clearly marked with your child's name. For your convenience, we have a nursing room located at the west end of Discovery Bay.

Napping

A large part of an infant's day is spent napping. As a child gets older, the time required for sleeping diminishes. Children are able to nap in the Child Care Crib Room. Your child may wish to bring a special blanket, stuffed animal, or other security item for their comfort at nap time. Please be sure these items can be stored in the cubbies and that all items are labeled with your child's full name.

Crying Children

Many of the children who join us for the first time go through an adjustment period. To ensure a great first experience, new users are invited to enjoy a complimentary 15 minutes of child care during their initial



visit only. Depending on your child's comfort, further on-site 15 minute appointments may be necessary until your child is ready for a longer stay. Pagers are available upon request if a parent wishes to be notified of a crying child. Our guidelines are to help children work through their anxiety by engaging them in play while also keeping them safe. We use many techniques such as playing games, reading books, or just introducing new toys to help make a smooth transition.

ONE-ON-ONE CARE

If a child requires "one-on-one" care, an extra fee of \$8 per hour will be charged. We require at least 48 hours notice for this service to make sure we have staff available. The extra fee may be waived to provide reasonable accommodation to a child with a medically documented disability.

CUBBIES

Cubbies are provided for your child's clothing and belongings in every room in Discovery Bay. Due to the large number of identical children's clothing, we ask that you label your child's belongings with his/her full name. Always bring an extra set of clothes with your child.

CLOTHING

At PRO Sports Club, your child's visit is full of adventure. Make sure that the clothing your child wears allows for freedom of movement, does not impede his/her safety, and is easily washable. We encourage the use of non-slippery shoes and clothes that are easy to manage (button in front, elastic waists). From experience we have learned that the following are not appropriate for many of our activities: thongs, clogs, sandals, cowboy boots, and long dresses and skirts that may prove dangerous for various program activities. Children must wear socks or shoes - NO BARE FEET.

If your child loses any item of clothing, please inform his or her instructor immediately. Lost clothing and other items may be claimed at Lost and Found at the front desk of PRO Sports Club. Items left in the Lost and Found for more than 2 weeks are given to charity.

PERSONAL ITEMS TO BRING FROM HOME

6 weeks - 1 year

One complete change of clothes with socks
(for accidents)
Blanket/favorite toy
Bottles/formula/nipple
Diapers
Diaper wipes
Juice
Food (cereal/snacks, parent to provide)
Pacifier (if used)
Diaper ointment
Diaper bag

2 year - 3 year

One complete change of clothes with socks
(if potty training)
Diapers for toddler
Snacks for snack time (parent to provide)
Diaper wipes

4 year - 9 year

One complete change of clothes with socks
(if swimming)
Snacks (parents provide)
Tennis shoes (for gym play)

Children sometimes bring items from home such as a favorite toy or object of attachment (blanket or stuffed animal) to be used at nap time. However, we discourage the practice of bringing any other toys from home as these items are easily misplaced or broken, and frequently become sources of conflict among the children. If members choose to bring toys, make sure to put the child's first and last name on the object(s). PRO Sports Club will not be held responsible for any lost items. Gum, guns, and knives are NOT allowed into any of our programs. **Note:** On occasion, teachers may encourage children to bring specific items from home as related to a curriculum topic or activity.

*Remember to
label all items
with your child's
full name.*



SAFETY POLICY

Sign-In and Sign-Out

Parents are required to check in their child when arriving and check out when departing. Should the pick-up person be different than the drop-off person, a valid ID (e.g., drivers license) must be shown before we release your child. Children will be released only to adults authorized by the parent through the computerized registration system or by written note. Parent permission must be obtained before all authorized pick ups. Children are not permitted to sign themselves in or out of any of our programs.

Child Custody Situations

In the event that a parent without custody arrives to pick up a child, it is our policy to **NOT** release the child into their custody *unless* a copy of a court order is on file in the Youth Activity office granting custody to one of the legal parents. If a court order is on file and a non-custodial parent arrives to pick up a child without advance clearance, release of the child will be denied.

HEALTH CARE POLICY

Disease and illness can often be shared and are easily spread in a program setting due to the large number of children in this age range spending hours together in one place everyday. Even with appropriate hygiene practiced regularly, both at home and at PRO Sports Club, illness can spread. We have established a Health Care Policy including the following "Requirements for Parents" and "Common Illness Procedures" to help reduce/minimize the illness exposure to children, staff, and families. It is to everyone's advantage that the policies of our program be respected and adhered to at all times. This will ensure a much healthier environment for all children, parents, and staff at PRO Sports Club.

Requirement of Parents

Keep Us Informed

Tell us if your child has been exposed to an illness or disease. Staff can then be prepared and alerted to the specifics of an illness or disease.

Report Illness or Disease

Let us know when an illness or disease is diagnosed so that we can take preventative measures to protect the health of the other children. Let us know the danger signs to look for and any precautions we might take.

Keep your child at home when symptoms of illness or disease are present

We know it is not practical or realistic to expect parents to keep children at home every time they have a runny nose. However, it is equally impossible for staff to: 1) provide one-on-one care for ill children without compromising the care of the other children, and 2) be relied upon as medically trained professionals. Thus, we have carefully outlined our policies and procedures regarding illness versus attendance.

Common Illness Procedures

Fever

Children with a fever will be excluded from care for the remainder of that day and the following day until they have been free from a fever for at least 24 hours. PRO Sports Club staff will **not** administer Tylenol or any other medication.

Medication will only be given with prior **written** consent of the child's parent/legal guardian. This consent (The Medication Authorization Form) will include the child's name, the name of the medication, reason for the medication, dosage, duration (start and stop dates), special storage requirements and any possible side effects (use package insert or pharmacist's written information).

Vomiting

Any child vomiting while in our care will be excluded from our programs for that day and the following day until they have gone 24 hours without any further occurrences. The parent will be called to pick up their child. Vomiting is more than spitting up. It can be caused by an obstruction, flu, respiratory infection, medication, etc., and indicates that medical attention may be needed. We may exclude a child from care if we deem that the situation, illness, or disposition of the child warrants this.

Diarrhea

If a child has loose stools while in our care, we will exclude him/her from care that day and the following day until having gone 24 hours without any further occurrences. Watery, loose stools generally indicate a bacterium, virus, or parasite may be present. Children having diarrhea caused by teething, medication, or food intolerance should not be brought into PRO Sports Club if their condition cannot be stabilized within 24 hours.

Eye Discharge/Pink Eye/Conjunctivitis

Any child having drainage or pink and itchy eyes will be immediately excluded from our programs. Pink eye is contagious and can be caused by many germs and viruses. Children must be seen by a physician and **treated** for 24 hours **prior** to returning to care.

Head Lice

Any children suspected or diagnosed with head lice will be excluded from our programs until two treatments of RID, KWELL, etc., have been applied. We also require parents to wash all the child's personal belongings (blankets, coats, hats, stuffed animals, etc.) prior to returning to our programs.

Respiratory or Nasal Drainage

Any child having symptoms of a respiratory infection, (green-yellow mucus, watery eyes, congestion, etc.) will be excluded from our programs at our discretion. We will not administer medications intended to treat these kinds of symptoms. A doctor's note will be required for children to be able to return to Discovery Bay.

Severe or Progressive Coughing

Any child with severe or prolonged coughing will be excluded from attending our programs at our discretion. A doctor's note will be required for children to be able to return to Discovery Bay.

Skin Rash/Lesions/Diaper Rash

Any child having an undiagnosed rash or lesion will be excluded from our programs until diagnosed and/or treated as necessary. As with many illnesses, the effects on a child may be such that the child is unable to be a part of our programs even though they may not be contagious, (e.g., diaper rash can cause real discomfort). In those circumstances, attendance is at the discretion of the staff.

Communicable Diseases

Any child having symptoms of a known communicable disease will be excluded from program participation immediately. These include but are not limited to:

- Strep Throat
- Bacterial Meningitis
- Pneumonia
- Chicken Pox
- Diphtheria
- Mumps
- Measles
- Hepatitis
- Rubella

If the illness requires antibiotics, they must be treated 24 hours prior to returning (strep throat is an exception that requires 48 hours of treatment.) Please report any communicable or contagious diseases immediately so we may inform the other families.

A doctor's note will be required for children to be able to return to Discovery Bay.



Participation without Restriction

Any child unable to participate in regular daily activities may be excluded from our program at our discretion. If a child needs special attention, has a severe diet restriction, needs to stay indoors and/or has activity limitations, etc., his/her care may be such that the care of the other children is compromised. Thus, we may feel it appropriate for children to be kept at home until they are able to participate in regular activities. Attendance for all programs is at our discretion. The PRO Sports Club may exclude any child from participation if we feel that the child: 1) is physically/emotionally unable to participate in daily activities or 2) requires one-on-one attention that may compromise the care given to the other children in our programs.

Major Emergencies

In the event of a life-threatening or major emergency to a child in our care, one staff member will remain with the injured or ill child while an administrative staff member calls 9-1-1. The parent will be found and notified as soon as 9-1-1 has been contacted. If PRO Sports Club is unable to locate the parent, we will contact one of the emergency contacts listed on the *Enrollment Application* form. Transportation to a proper care facility will be arranged through a rescue team or the child's parent.

Fire Drill/Evacuation Policies

Fire drills will be held once a month at different times. A notice will be posted alerting parents of the upcoming drills. During these drills we will be familiarizing the children with evacuation procedures. To maintain our organized evacuation procedures, we ask all parents to refrain from pulling their child from Discovery Bay at this time.

DEPARTMENT HOURS

Winter (September-June): Monday - Friday, 8:30 am - 8:30 pm
Saturday - Sunday, 8:30 am - 5:30 pm
(we close at 7:30 pm on the 2nd Wednesday of every month)

Summer (July-August): Monday - Friday, 8:30 am - 7 pm
Saturday - Sunday, 8:30 am - 4 pm

PROGRAM SCHEDULES/RATES

Phone and in-person reservations may be made during child care operating hours. You may also make reservations online at proclub.com under the Youth & Family tab.

6 weeks - 11 months

Rate Per Child: \$8.50/hour (members remaining on-site will receive a 5% discount)

PRO Sports Club staff will provide parents with a daily summary sheet detailing each infant's day. Regardless of individual programs, each infant is able to interact and explore in a safe and sanitary environment. The curriculum and activities in the infant room promote visual and sensory stimulation, as well as promote cognitive growth through free play and exploration. Our overall goal is to provide a loving and nurturing environment.

Reservations are required! Call us at (425) 861-6247



12 months - 23 months

Rate per Child: \$8.00/hour (members remaining on-site will receive a 5% discount)

Our main objective is to get your child through the adjustment period of being without Mom or Dad. This program also concentrates on developing skills in sharing, following directions in circle time, and free play (puzzles and small motor skill toys). To ensure a happy visit for your child, please provide diapers, wipes, bottles, snacks, pacifiers, and special blankets or anything else that will make your child feel at home. Please be sure to label all items with your child's full name.



SCHEDULE

8:30 - 9:00 am	Welcome children as they arrive
9:00 - 9:30 am	Free play
9:30 - 9:45 am	Circle time – sing songs, read stories
9:45 - 10:15 am	Wash hands for snack time
10:30 - 10:45 am	Little Gym (if available)
10:45 - 11:15 am	Free play
11:15 - 11:45 am	Snacks (parent provided)
11:45 - 12:30 pm	Music
12:00 - 1:00 pm	Free play, clean up and transition

Please refrain from bringing any food items that contain nuts or nut products including those that may contain traces of peanuts, tree nuts, soy nuts, or manufactured in a plant containing nut products.

2 year-olds

Rate Per Child: \$8.00/hour (members remaining on-site will receive a 5% discount)

This structured program concentrates on developing skills in cooperation, following directions, sharing, washing hands, etc. We have daily times for free play, circle time, stretching and exercising, snack time (parent-provided) and arts and crafts.

If we have a child for four hours or more during the day, we will take them on a 15-minute walk for some fresh air.

Parents provide either snacks, lunch or dinner for their child. We do have microwaves on the premises if food needs to be heated. Parents may also order food from The Bistro if they like. We provide snacks, if necessary, to maintain a balanced diet.

Please refrain from bringing any food items that contain nuts or nut products including those that may contain traces of peanuts, tree nuts, soy nuts, or manufactured in a plant containing nut products.

SCHEDULE

8:30 - 9:15 am	Welcome parents and children Help parents sign in and mark bags Free choice activities for children (during this time we will have an activity such as play dough, stamping, sticker art, coloring, etc.)
9:15 - 9:30 am	Free play
9:30 - 9:45 am	Clean up and wash hands
9:45 - 10:00 am	Snack time (parent provided). Parent may order food from either the Café or Bistro*.
10:00 - 10:30 am	Arts and crafts
10:30 - 11:00 am	Circle time, read books, sing songs, dance, etc.
11:00 - 11:45 am	TV time/educational movies (potty, sharing, etc..)
11:45 - 12:00 pm	Clean up and wash hands
12:00 - 12:30 pm	Lunch
12:30 - 8:30 pm	Repeat schedule and activities

* The Discovery Bay Front Desk is able to order any lunch that you request for your child from The Bistro (with a charge to your account). Please place your order at time of check-in.



3 year-olds

Rate Per Child: \$8.00/hour (members remaining on-site will receive a 5% discount)

Weekday afternoons will be combined with appropriate age level, depending on child's potty ability. Transfer to 4-year-old room (potty trained) or transfer to 2-year-old room (not potty trained)

This structured program is very similar to the 4-year-old room. However, it has been scaled down to meet the needs of our younger members. We have daily times for free play, circle time, stretching & exercising, snack time (parent provided) and arts & crafts throughout the week. The staff at PRO Sports Club is willing to help you and your child continue the potty training adventure. If you need help with this, please talk to the instructor in charge.

Please refrain from bringing any food items that contain nuts or nut products including those that may contain traces of peanuts, tree nuts, soy nuts, or manufactured in a plant containing nut products.

SCHEDULE

8:30 - 9:15 am	Free play
9:15 - 9:45 am	Arts and crafts
9:45 - 10:00 am	Clean up
10:00 - 10:20 am	Snack time (parent provided)
10:20 - 10:30 am	Clean up and potty
10:30 - 10:50 am	Circle time, flash cards, sharing, and a story
11:00 - 11:30 am	Moving time
11:30 - 12:00 pm	Educational TV (teacher prepares lunch)
12:00 - 12:30 pm	Lunch (parent provided). Parent may order food from either the Café or Bistro.*
12:30 - 1:00 pm	Learning activities/worksheets
1:00 - 1:30 pm	Free play
1:30 pm	Transfer to 4-year-old room (potty trained) or transfer to 2-year-old room (<u>not</u> potty trained)

* The Discovery Bay Front Desk is able to order any lunch that you request for your child from The Bistro (with a charge to your account). Please place your order at time of check-in.

SCHEDULE

8:30 - 9:30 am	Waking up & getting to know each other
9:30 - 10:00 am	Circle time (show and tell & story time)
10:00 - 10:30 am	Stretching, exercises and organized games
10:30 - 11:00 am	Arts & crafts
11:00 - 12:00 pm	Swimming (with minimum of 3 swimmers). Bring your swimsuit!
12:00 - 12:30 pm	Lunch time (parent provided)
12:30 - 1:30 pm	Free play
1:30 - 2:00 pm	Arts & crafts
2:00 - 3:00 pm	Computer room / Pavilion (basketball courts) if available
3:00 - 3:30 pm	Free play
3:30 - 4:00 pm	Circle time / Story time
4:00 - 4:30 pm	Little gym
4:30 - Close	Repeat activities

4 - 9 year-olds

Rate Per Child: \$7.50/hour (members remaining on-site will receive a 5% discount)

We offer fun activities throughout the year including: swimming, court games & sports, art, show & tell, and reading stories. The group swims at 11:00 a.m. every day if there are at least three swimmers. During the holidays and summer, parents provide snacks and lunch either from home or The Bistro.



Please refrain from bringing any food items that contain nuts or nut products including those that may contain traces of peanuts, tree nuts, soy nuts, or manufactured in a plant containing nut products.

PARENT INVOLVEMENT & COMMUNICATION

Parent Bulletin Boards

Each program displays a parent bulletin board with items of interest to families. Items may include events for parents, children, family programs, monthly calendars, and classes. Program schedules will also be posted in this area.

We Want to Hear From You

Please share with us any relevant information concerning your child that would help us better meet his/her needs, such as major changes in a family situation, exciting or unexpected new things your child is doing at home, and disposition or behavior changes that have recently occurred.

Parent Questions, Concerns, and Suggestions

It is our desire to make your experience at PRO Sports Club enjoyable. We welcome your suggestions and comments regarding our programs, and realize that occasionally situations may arise where a concern needs to be addressed. We encourage you to use the following procedure as your guide: Please talk to the supervisor of the program about the situation. Please feel free to talk to any of our instructors with your ideas or complete a *Message to the Manager* form. We welcome members throughout Discovery Bay to check on their child at anytime. We want to continue to improve our program and services to meet the needs of our members and their families.

DISCIPLINE POLICY

Conflicts shall be dealt with as they arise. Our goal is for children to be able to understand and deal with conflicts in a safe and constructive way. The feelings of the children will always be acknowledged and taken seriously. Each child shall be treated with respect. Inappropriate and unsafe behavior will be discouraged by finding substitute activities or allowing the natural consequences to occur (such as picking up the pieces of a game that have been thrown, or giving the child a few minutes to calm down and discuss the issue at hand). We encourage children to participate in constructive problem solving (discussing and working through any difficulties).

Corporal punishment shall not be used, nor shall ridicule, sarcasm, name calling, or isolation. Discipline shall be accomplished in a non-judgmental and positive manner so as to preserve the child's integrity and self-esteem.

RELIGION

PRO Sports Club does not celebrate or practice religion. As part of the classroom curriculum, we teach the children about different cultures, religions, and how they celebrate holidays (Easter, Memorial Day, Fourth of July, Labor Day, Halloween, Thanksgiving, Christmas, New Year). We will provide alternative activities for those children who do not wish to participate in this portion of the curriculum.

DISCRIMINATION POLICY

Discovery Bay does not discriminate in client services on the basis of race, creed, color, national origin, gender, age, religion, disability, or sexual preference.

TRANSPORTATION

PRO Sports Club child care does not provide transportation to or from the facilities.

PETS

PRO Sports Club does not allow pets of any type in Discovery Bay.

PESTICIDES

Discovery Bay does not use pesticides. In the event that they are needed, we will post a sign informing members of the type used and dates.

CHILD ABUSE

We are required by Washington State law and licensing requirements to report immediately to the police or Child Protective Services any instance where there is reason to suspect an occurrence of physical, sexual, or emotional child abuse, child neglect, or exploitation. We are not obligated to inform parents if the police or Child Protective Services are called about possible abuse.

MEDICATION DISTRIBUTION

Written parental consent is required to dispense any medication. All medications must be in the original container and properly labeled with the child's name, date prescription was filled, and expiration date.

The following classifications of non prescription medication may be administered with written parent consent, but only at the dose, duration, and method of administration specified on the manufacturer's label.

- Antihistamines
- Decongestants
- Sunscreen
- Non aspirin fever reducers/pain relievers
- Anti-itching ointments, lotions
- Diaper ointments and powders

A physician's written consent is required for any non prescription medication not included in the list above or if it is to be taken differently than advised on the label.



medication authorization form

Parent's permission for their child(ren) to receive medication

PRO Sports Club has agreed to care for your child in one of our child care activities.

I (Parents' Names) _____ hereby give permission for

(Child's Name) _____, to

receive medication prescribed by my child's physician, _____

Name of medication: _____

Reason for the medication: _____

Dosage: _____

Duration (start and stop dates): _____

Special storage requirements: _____

Any possible side effects: _____



continued on next page

medical authorization form continued

(Child's Name) _____

Name of medication: _____

Reason for the medication: _____

Dosage: _____

Duration (start and stop dates): _____

Special storage requirements: _____

Any possible side effects: _____

Please indicate by your signature below that you have read and understand the following conditions:

PRO Sports Club accepts your child for care with your understanding that club employees are not trained as medical professionals to recognize symptoms of your child's medical condition. You have requested that club employees consent to the dispensing of medication, if needed, to your child.

PRO Sports Club has authorized employees during the following operating hours to follow your instructions for administration of the medication prescribed by your child's physician and to administer the medication, if, in judgment, the medication is required according to symptoms described by your child's physician. You agree to hold harmless and indemnify PRO Sports Club and its employees from all claims or liability pertaining to administration of the medication to your child.

Acceptance of your child into a child care program at other days or times will not be denied. However, at non approved times, the club cannot provide employees trained in dispensing the medication.

I (we) have read and agree to the above conditions:

Parent's Signature _____ Date _____



instructions for medication

NOTE: A Physician's signature for **non-prescription** medications is needed when there are inadequate instructions on the container for using the medication or the medication is **not** listed below.

- Antihistamines (Benadryl, Sudafed)
- Non-aspirin pain relievers and fever reducers (Tylenol, Datril, Liquiprin)
- Decongestants (Dimetapp, Pediacare, Robitussin)
- Anti-itching creams (Caladryl, Delacort)
- Diaper ointments and powders (A&D, Desitin)
- Sunscreens



Child's name: _____

Reason for medication: _____

Name of medication: _____

How much to give: _____

When to give: _____

How to give: Oral (by mouth) Topical (to skin) Other: _____

When should the treatment be stopped: _____

Requires refrigeration: YES NO

Possible side effects: _____

Special instructions/suggestions (e.g. take with food, follow with favorite drink)

Parent signature: _____ Date: _____

Physician signature: _____ Phone: _____ Date: _____

Waiver and Release of Liability: Assumption Of Risk Indemnification Agreement

Membership Number: _____ Name: _____ E-mail: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____

THIS DOCUMENT AFFECTS YOUR LEGAL RIGHTS. READ THE ENTIRE DOCUMENT CAREFULLY BEFORE SIGNING.

TERMS & CONDITIONS

In consideration of being permitted access to the PRO Sports Club and its facilities, programs, amenities and services pursuant to the form of membership, registration or other access agreement provided to me ("Membership Agreement") or otherwise, I agree as follows:

1. RELEASE OF LIABILITY AND ASSUMPTION OF RISK – I understand and acknowledge there is risk involved in being in and around PRO Sports Club's facilities, including, but not limited to, utilizing equipment which may malfunction or break, participating in any exercise or fitness activity, patronizing or using PRO Sports Club services and amenities, participating in off-site programs or activities, and using or being present in any PRO Sports Club facility or arising from improper maintenance of any equipment or facilities. This includes, without limitation, my use of the locker room, pool, whirlpool, sauna, steam room, parking area, sidewalk or any equipment in the PRO Sports Club and my participation in any activity, class, program or instruction. I agree that I am voluntarily participating in these activities and using these facilities and premises and assume all risk of injury the contraction of any illness or medical condition that might result, or any damage, loss or theft of any personal property, whether any of the foregoing are suffered by me and/or my family members.

(a) ASSUMPTION OF RISK. I agree I will assume the risk and full responsibility for any and all injuries, losses, death, costs, the contraction of any illness or medical condition that might result or other damages, loss or theft of any personal property that might occur to me and/or my family members while on the premises of PRO Sports Club, utilizing equipment which may malfunction or break, participating in any exercise or fitness activity, patronizing or using PRO Sports Club services and amenities, participating in off-site programs or activities, using or being present in any PRO Sports Club facility, or arising from improper maintenance of any equipment or facilities, my use of the locker room, pool, whirlpool, sauna, steam room, parking area, sidewalk or any equipment in the PRO Sports Club, my participation in any activity, class, program or instruction, and negligence on the part of PRO Sports Club, its officers, directors, employer contractors, agents and other members, including premises liability claims such as (by example and not by limitation) slip and falls and/or trip and falls at any PRO Sports Club facility. ("Losses").

(b) RELEASE OF CLAIMS. To the maximum extent allowed by law, I, the undersigned ("I"), agree on my own behalf and on behalf of my family, personal representatives, heirs, executors, administrators, agents and assigns, to waive and release any and all claims, suits or related causes of action against Professional Recreation Organization, Inc., its owners, officers, employees, or agents (collectively "PRO Sports Club"), for all Losses ("Released Claims"). I ACKNOWLEDGE I HAVE CAREFULLY READ THIS RELEASE OF CLAIMS AND FULLY UNDERSTAND THAT IT IS A RELEASE OF LIABILITY. I AM WAIVING ANY RIGHT I MAY HAVE TO BRING A LEGAL ACTION TO ASSERT A CLAIM AGAINST PRO SPORTS CLUB FOR ITS NEGLIGENCE.

2. INDEMNIFICATION – I agree I will indemnify, defend and hold PRO Sports Club harmless, to the maximum extent allowed by law, from negligence, injury, loss, death, costs or other damages to me, my family members, heirs or assigns, or third parties for claims, suits, or related causes of action asserted against PRO Sports Club arising from my conduct and/or my family's conduct while on the premises of PRO Sports Club or participating in any off-site PRO Sports Club program or activity and from any of the Losses and Released Claims described in Section 1.

3. APPLICATION – I agree that this Release shall apply to each visit I make to PRO Sports Club and to every instance of my participation in an off-site PRO Sports Club program or activity, including future visits and participation, regardless of any date of issuance or expiration date on any Guest or Permanent membership card issued to me, regardless of the date that this Release is signed below.

4. AGREEMENT TO COMPLY WITH RULES – I agree to, and will comply with, the policies of PRO Sports Club's Rules and Regulations as posted at www.proclub.com and, if I am a Permanent club member, any specific usage restrictions as defined on the Membership Agreement. I acknowledge PRO Sports Club's Rules and Regulations are subject to change at the sole discretion of the PRO Sports Club.

5. BINDING ON OTHERS – This Release shall bind the members of my family and my spouse or registered domestic partner, if I am alive, as well as my estate, family, heirs, administrators, personal representatives or assigns if I am deceased and shall be deemed as a "Release, Waiver, Discharge and Covenant" not to sue PRO Sports Club.

6. SEVERABILITY – I agree that the purpose of this Release is that it shall be an enforceable release of liability and indemnity as broad and inclusive as is permitted by Washington law. I agree that

if any portion or provision of this Release is found to be invalid or unenforceable, then the remainder will continue in full force and effect. I also agree that any invalid portion will be modified or partially enforced to the maximum extent permitted by law to carry out the purpose of the Release.

7. APPLICABLE LAW, FORUM & ATTORNEYS' FEES – This Release is governed by and shall be construed in accordance with the laws of the state of Washington, without any reference to its choice of law rules. I agree that any dispute arising from this Release or in any way associated with PRO Sports Club shall be brought only in the Superior Court of King County, Washington, or in the U.S. District Court for the Western District of Washington, and I agree to the jurisdiction and venue of those courts for any such dispute. In any litigation in which the validity or enforceability of this Release is contested, I agree that the substantially prevailing party will be entitled to receive all attorney's fees and costs from the party contesting the validity of this Release.

8. INTEGRATION – This Release, in conjunction with the Membership Agreement, encompasses the entire agreement of the parties, and supersedes all previous understandings and agreements between the parties, whether oral or written. I acknowledge that no oral representations, statements or other inducements to sign this Release have been made apart from what is contained in this document.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS RELEASE BY READING IT BEFORE SIGNING IT. BY MY SIGNATURE BELOW I UNDERSTAND AND AGREE TO THE ABOVE TERMS AND CONDITIONS.

SIGNATURES:

Guest or Member (If over the age of 17)

_____/_____/_____
Month Day Year

PRO Sports Club Representative

_____/_____/_____
Month Day Year

IF GUEST OR MEMBER IS A MINOR, SIGNATURE OF PARENT OR RESPONSIBLE ADULT IS REQUIRED BELOW:

9. PARENTAL RELEASE OF LIABILITY – In consideration of the minor child being permitted to utilize PRO Sports Club's facilities, I accept and agree to the full contents of this Release.

10. PARENTAL INDEMNIFICATION – I agree to release, indemnify, defend and hold PRO Sports Club harmless from all liabilities and future claims presented by my children or any other minor children and/or their parents, whose visit to PRO Sports Club is sponsored by me, for any Losses suffered by them or any family member or registered domestic partner. This includes any claim of the minor and any claim arising from the negligence of PRO Sports Club.

11. PARENTAL REPRESENTATION OF AUTHORITY – I agree that I am authorized to sign this Release on behalf of the child by all of the parents and/or legal guardians of the child. I represent that all parents and/or legal guardians of the child know of and acquiesce to the signing of this Release and agree to waive and release any and all claims, suits or related causes of action against PRO Sports Club.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS RELEASE BY READING IT BEFORE SIGNING IT. BY MY SIGNATURE BELOW I UNDERSTAND AND AGREE TO THE ABOVE TERMS AND CONDITIONS, AND TO THE TERMS AND CONDITIONS OF THE DISCOVERY BAY CHILDCARE POLICIES POSTED AT WWW.PROCLUB.COM, WHICH I HAVE READ OR AGREE TO READ. THESE POLICIES ARE SUBJECT TO CHANGE FROM TIME TO TIME SOLELY AT THE DISCRETION OF PRO SPORTS CLUB.

SIGNATURES:

Guest or Member (If over the age of 17)

_____/_____/_____
Month Day Year

PRO Sports Club Representative

_____/_____/_____
Month Day Year

4455 148th Avenue Northeast, Bellevue, WA 98007, P: (425) 885-5566, F: (425) 861-6245
501 Eastlake Ave. E., 2nd Floor, Seattle, WA 98109, P: (206) 332-1873, F: (206) 332-9513
9911 Willows Road #100, Redmond, WA 98052, P: (425) 869-4760, F: (425) 869-4751





4455 148th Avenue NE Bellevue, WA 98007

(425) 885-5566 • proclub.com