**Template: Open-Door/Safe Passage Policy**

**An authorized adult with a photo ID must sign-out members. I understand that I will be required to come inside the Club and cannot pick up my child curbside.**

The Boys & Girls Clubs of [INSERT NAME] operates under the Safe Passage Policy. For members under the age of 12, a parent, guardian or other pre-authorized adult must retrieve the member from the Club.

Members age 12 and older may leave the Club unescorted with written permission from a parent or guardian. Members 12 and older may also escort other members of their household from the Club. No member, regardless of age, will be allowed to return to the Club once they leave the premises for the day.

The Club will not physically restrain a member that insists on leaving the Club, nor block the facility’s exits. Therefore, it is each guardian’s responsibility to discuss the Club’s Safe Passage Policy with his or her child and ensure that he or she complies.

The Club will not accept responsibility for members that leave the Club unsupervised and in breach of this policy. The Club does, however, reserve the right to discipline members that leave unescorted without written permission, up to and including suspension and termination of membership.

**Authorization to Leave Premises Unescorted**

My child(ren) 12 years or older has my permission to check him/herself out of the Club.

* Yes
* No

Children under 12 years old may leave the Club with a relative so long as the relative is 12 years or older.

My child is younger than 12 years old, but has my permission to leave the Club with: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_

Relationship:

* Brother
* Sister
* Other relative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read and understand the Safe Passage Policy as described above

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Print Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Sign Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Date)