

As a member of the Tsek Houdaqh , I vow to follow the rules of the Club and do my best part to make it a safe and Positive place of kids to be.

# Membership Information Form

For Office Use Only

## Tsek Houdaqh (Where the Children Are)



<b>KidTrax ID</b> [ ]	<b>Member ID</b> [ ]	<b>Data Entry</b> Rec'd: [ ]
<b>Member Status</b> <input type="checkbox"/> New <input type="checkbox"/> Renewing <input type="checkbox"/> Former	<b>Active</b> <input type="checkbox"/> Active <input type="checkbox"/> Inactive	Entered: [ ] ID Issued: [ ]
<b>Comment:</b> [ ] [ ] [ ]		<b>Membership Dates</b> Service: [ ] Termination: [ ] Initial: [ ] Renewal: [ ]

(Please Print)

<b>Member's (Child) First Name:</b> [ ]	<b>Middle Name:</b> [ ]	<b>Last Name:</b> [ ]
<b>Name of Person Member Lives With:</b> [ ]	<b>Home Phone Number:</b> [ ]	<b>1. Emergency Contact other than parent:</b> [ ]
<b>Home Address:</b> [ ]		<b>Emergency Contact Phone #</b> [ ]
<b>City:</b> [ ]	<b>State:</b> [ ]	<b>2. Emergency Contact other than parent:</b> [ ]
	<b>Postal Code:</b> [ ]	<b>Emergency Contact Phone #</b> [ ]
<b>Date of Birth:</b> [ ]		

### Demographic

<b>Gender:</b> <input type="checkbox"/> Female <input type="checkbox"/> Male	<b>Birth date:</b> [ ]	<b>Age:</b> [ ]	<b>Ethnicity:</b> [ ]	<b>Tribal Affiliation:</b> [ ]	<b>School:</b> [ ]	<b>Grade:</b> [ ]
<b>Family Totals:</b>						
<b>Sisters:</b> [ ]	<b>Brothers:</b> [ ]	<b>Household:</b> [ ]	<b>Lives With:</b> [ ]			
<b>Member before?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Number of Years:</b> [ ]	<b>Where:</b> [ ]				

### Parent/Guardian

<b>Parent's First Name:</b> [ ]	<b>Parent's Last Name:</b> [ ]	<b>Parent's Cell Phone:</b> [ ]
<b>Parent's Employer:</b> [ ]	<b>Parent's Occupation:</b> [ ]	<b>Parent's Work Phone &amp; Ext:</b> [ ]
<b>Parent's First Name:</b> [ ]	<b>Parent's Last Name:</b> [ ]	<b>Parent's Cell Phone:</b> [ ]
<b>Parent's Employer:</b> [ ]	<b>Parent's Occupation:</b> [ ]	<b>Parent's Work Phone &amp; Ext:</b> [ ]
<b>Guardian's First Name:</b> [ ]	<b>Guardian's Last Name:</b> [ ]	<b>Guardian's Cell Phone:</b> [ ]
<b>Guardian's Employer:</b> [ ]	<b>Guardian's Occupation:</b> [ ]	<b>Guardian's Work Phone &amp; Ext:</b> [ ]

**Medical/Emergency**

<b>Medical Problems/Allergies:</b> <div style="border: 1px solid black; height: 50px; width: 100%;"></div>	<b>Medications:</b> <div style="border: 1px solid black; height: 50px; width: 100%;"></div>
<b>Physician:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<b>Physician Phone:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<b>Preferred Hospital or Clinic:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<b>Hospital Phone:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<b>Insurance Company:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<b>Insurance Policy Number:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<b>Can Member swim?</b>	
<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>	

**Pick up Information**

**Names of four people Authorized to pick up Member other than parents. ID MUST BE PRESENTED AT PICK-UP.**

1.) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	3.) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
2.) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	4.) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

**Persons Not Authorized:**

**Confidential** The following information is necessary for our records and the funding the Wiyot Tribe, Health & Human Services Department, receives. The answers you provide are completely confidential. Your cooperation in providing this information is both appreciated and necessary.

<p><b>Member's (Child) Social Security #</b>  <div style="border: 1px solid black; display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div> </p> <p><b>Annual Family Income:</b>  <div style="border: 1px solid black; height: 60px; width: 100%;"></div> </p>	<b>Check all that Apply:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> SSDI</li> <li><input type="checkbox"/> SSI</li> <li><input type="checkbox"/> PATH</li> <li><input type="checkbox"/> Day Care Voucher</li> <li><input type="checkbox"/> Food Stamps</li> <li><input type="checkbox"/> General Assistance</li> <li><input type="checkbox"/> School Lunch</li> <li><input type="checkbox"/> Vet. Compensation</li> </ul>	<b>Child's Labor Force Status:</b> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
		<b>Child's Family Setting:</b> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
		<b>Disability:</b> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

I have read the completed application, understand the rules of the Tsek Houdaah Youth Program and request that my child be admitted into membership. I have explained the rules to my child and agree that the Tsek Houdaah Youth Program will not be responsible for any accident to my child while on the Club premises or while engaged in any of its activities away from the Club. I give my consent for photographs, in which my child may appear, to be used in any way the Tsek Houdaah may care to use them. I give permission for my child to go on trips away from the Tsek Houdaah Youth Program, whether by foot, Tsek Houdaah Youth Program, or other contracted transportation. I give the Tsek Houdaah Youth Program permission to survey my child for use in reports and general knowledge. I also give the Tsek Houdaah Youth Program permission to speak with school staff regarding my child's behavior and education. In case of an emergency, the Tsek Houdaah Youth Program staff have my permission to give first aid to take my child to a physician for treatment. I hereby give my permission for staff to call a doctor for medical or surgical care for my child. Should an emergency arise, I understand that a conscientious effort will be made to locate me or an emergency contact before action is taken, but I agree to accept any expense associated with such emergency if it is not possible to locate me in advance of treatment. I hereby, for myself, my child, my heirs, executors, and administrators, waive and release any and all rights and claims for damages I or my child may have against the Tsek Houdaah Youth Program, for any and all injuries suffered by my child at any activity sponsored by these organizations.

Parent/Guardian Signature: \_\_\_\_\_

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

**Membership Promise**

I promise to follow the rules of the Tsek Houdaah and will give respect to all Club staff, volunteers, members, and property. I will help to maintain a safe, positive, and healthy place for all Club members to enjoy. I willingly accept any reasonable consequences for my behavior.

Member's (Child) Signature: \_\_\_\_\_



# Club House Rules

With Culture Comes Responsibility, We:

- Respect our Elders
- Give back to our community
- Speak our language
- Practice our traditional ways
- Respect our bodies
- Care for one another
- Invest positive energy into everything we create
- Prepare ourselves through healthy eating and physical activity

# Discipline Statement

Tsek Houdaqh Members have high standard for their own behavior.

Acceptable behavior is defined by the following:

- Respect for themselves
  - Respect for Others
  - Respect for the Club

Our Members also understand that there are both negative and positive consequences for their person behavior:



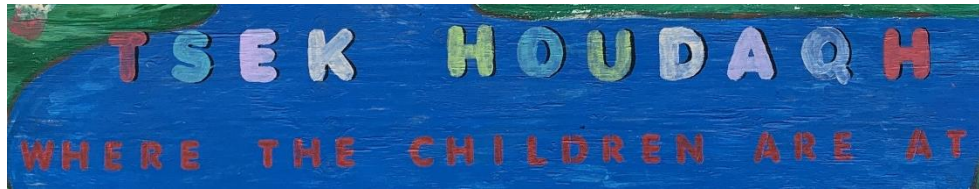
kudos, praise, increased responsibility, & Club Bucks for prizes!

## Negative

- 1) Lots of support from Staff to help you get the outcome you want.
- 2) *Warning* – Change the behavior and fix the problem. Apologize and clean up.
- 3) *1<sup>st</sup> Strike* – Talk with Staff about your behavior and perform a service to make it up to the Club or the other person.
- 4) *2<sup>nd</sup> Strike* – Phone call to your parent/guardian with a staff member to discuss your behavior. Perform a service to make it up to the Club or the other person.
- 5) *3<sup>rd</sup> Strike* – The behavior being displayed is causing a level of disruption that warrants being sent home immediately, or longer depending on the incident. The Member is not open to discussion, talking, negotiating, and the behavior impacts the safety of Members and Staff, is inappropriate, or completely stops the activities of the Club.

This does not mean that the Staff have given up on the Member. It just means that the Member needs more support than what Tsek Houdaqh staff can offer. We will discuss return with the Member and the parents/guardians once safety or end of the behavioral can be assured. The Member should be ready to perform service to the Club or other persons involved.

- 6) *Continued repeated serious offenses* – A week suspension may be warranted if the serious behavior returns. We will discuss return with the Member and the parents/guardians once safety or end of the behavioral can be assured. The Member should be ready to perform service to the Club or other persons involved.
- 7) *Revocation of Membership* – Determined by the Director and can be appealed within 30-days to the Tribal Administrator.



## **MISSION & KEY CLUB ELEMENTS**

The Mission of Tsek Houdaqh (Where the Children Are At) Youth Programs is to provide a positive place to inspire and enable young people to realize their full potential as productive, responsible, and caring Citizens by celebrating their culture and community, enjoying healthy fun with their peers, and to learn new skills and self-confidence under the guidance of responsible adults.

To achieve this, we follow these key elements:

- **Safe, Positive Environment** – Maintained are age-appropriate settings which create stability, consistency, and a sense of physical emotional safety for Members. The Club provides structure and clearly defines acceptable behaviors (See Club House Rules).
- **Fun** – Members develop a strong sense of belonging through connections they establish with peers and staff. Staff make the Club feel like a Club the members want to belong and take ownership.
- **Culture** – Members will have opportunities to learn their Wiyot Culture through language arts, traditional arts, regalia making, and other modern and traditional cultural practices guided by staff, outside providers and volunteers.
- **Improve academic achievement** – Individualized tutoring and homework assistance, with a computer lab, is available to all club members. We have a tutor on staff and continue to find outside providers. School supplies are also available to students of need.
- **Healthy Lifestyle** – Members are taught through well-balanced meals and snacks, and through physical exercise, a sense of physical health. A Counselor from the Health & Human Services Department will also be available to teach members about emotional and mental well-being as well. Members will learn how to incorporate these skills into a lifelong commitment to Health.
- **Supportive Relationships** – Members develop meaningful relationships with peers and adults. Staff actively encourage such relationships through consistent and fair application of the House Rules, and daily practice of politeness, respectfulness and patience as all Members learn effective social and negotiation skills.
- **Opportunities and Expectation** – Members acquire physical, mental, emotional, social, technological, statistic, financial and other Life skills. Members are encouraged to participate in the daily activities as to gain these skills and develop moral character, under high and fair expectations by the staff and other teachers.
- **Recognition** – Accomplishments, achievements and individuality of each club member are recognized. Staff encourage participation and effort through positive reinforcement.
- **Positive Self-Identity** – Members learn to set and attain goals, confidently making necessary decisions to achieve their Life plans. Through practice and achievement, they gain a positive view of Self and their Future. They become self-sufficient and can support themselves, others, and the Community.

## Tsek Houdaqh Parent Advisory Committee Sign-up

YES! I am interested in being a committee member to provide feedback to the Director of the program, and to give my time for planning and create fundraisers for Tsek Houdaqh.

I understand that to be on the committee, I must:

- be a parent or guardian of an active club member at Tsek Houdaqh
- be approved by the Tribal Council Chair to be on the committee
- abide by the Wiyot Parent Committee Handbook (which I will receive once approved)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
eMail Address

\_\_\_\_\_  
City, State, Zip code



# Tsek Houdaqh Weekly Schedule Spring 2022

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00	Lesson UP Open &	Lesson UP Open &	Lesson UP Open &	Lesson UP Open &	Lesson UP Open &
	Early Childhood Open	Early Childhood Open	Early Childhood Open	Early Childhood Open	Early Childhood Open
8:30	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
9:00	Circle Time	Circle Time	Circle Time	Circle Time	Circle Time
9:30	ABCs	Numbers	Shapes	Music	Soulátluk' (Your Jaw)
10:20	Culture: It's in the Family!	Art Club	Kids in the Kitchen	Brain Food	Money Matters
11:10	Triple Play	Triple Play	Triple Play	Triple Play	Triple Play
12:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:30	Quiet Time	Quiet Time	Quiet Time	Quiet Time	Quiet Time
1:30	Early Childhood Close	Early Childhood Close	Early Childhood Close	Early Childhood Close	Early Childhood Close
2:00			After-school Opening		
2:10			Art Club		
2:50			Life Lab		
3:20			Kids in the Kitchen		
3:30	After-school Opening & Snack	After-school Opening & Snack	Snack	After-school Opening & Snack	After-school Opening & Snack
3:40	Culture: It's in the Family!	Triple Play	Money Matters	Skill Tech Training	Talking Circle
4:20	Culture: It's in the Family!	Soulátluk' (Your Jaw) (4:30)	Triple Play	Triple Play	Triple Play Challenge
5:00	Power Hour	Power Hour	Power Hour	Power Hour	Brain Food
5:45	Clean Up	Clean Up	Clean Up	Clean Up	Clean Up
6:00	Closing	Closing	Closing	Closing	Closing

Lesson UP — Open computer lab time Monday-Friday 8 am - 6 pm  
K-12 students call Tsek Houdaqh at (707) 733-5055 to reserve computer lab time  
to complete online school work, participate in school zoom classes, or view online classes, content or lessons.

Power Hour — 45 minutes dedicated to homework and other educational activities.  
General tutoring is available from 3:30 PM. Call for math tutoring information and to schedule.

Culture: It's in the Family — Learn about Wiyot culture, diversity and unity every Monday!

Triple Play — Focusing on the three components, Mind Body and Soul,  
Triple Play encourages teamwork and active healthy lifestyles

Money Matters — Teaches members how to manage club bucks, the Club's local economy.

Art Club — Time for the members to get creative with weekly guided art projects.

Brain Food — Encourages members to engage in educational activities such as board games and science projects.

Kids in the Kitchen — Members learn about developing healthy habits and how to make fun and delicious snacks.

Soulátluk' (Your Jaw) - Wiyot language lessons with Nina and Lynnika

Skill Tech Training — Opportunity for members to learn and ask questions about computers and all tech-related things.

Talking Circle — Social/emotional skills taught by Counseling Intern Jennifer Boak

Triple Play Challenge—Weekly challenges for club members to participate in.  
Who can do the most push ups? Who can color best?