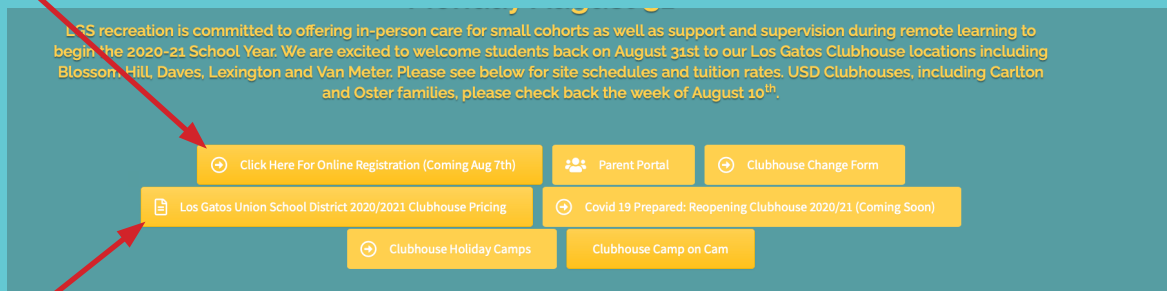


CLUBHOUSE

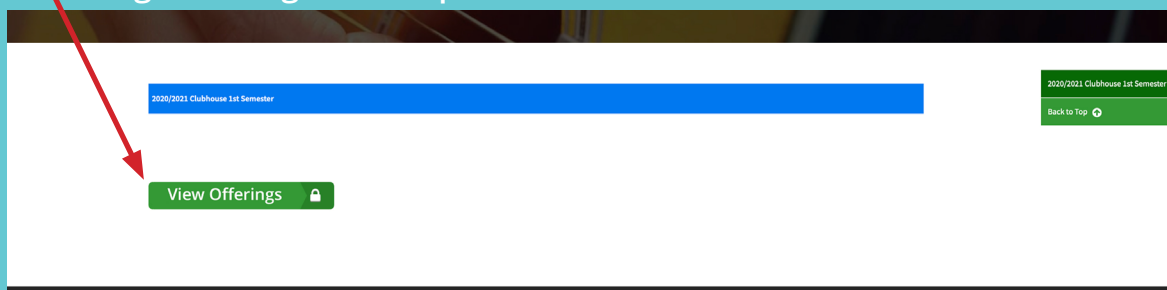
LGS RECREATION

How to Register for Clubhouse–New Family

1. Navigate to our home page: www.lgsrecreation.org/clubhouse
2. Review your District's Clubhouse Tuition Offerings/Pricing Sheet.



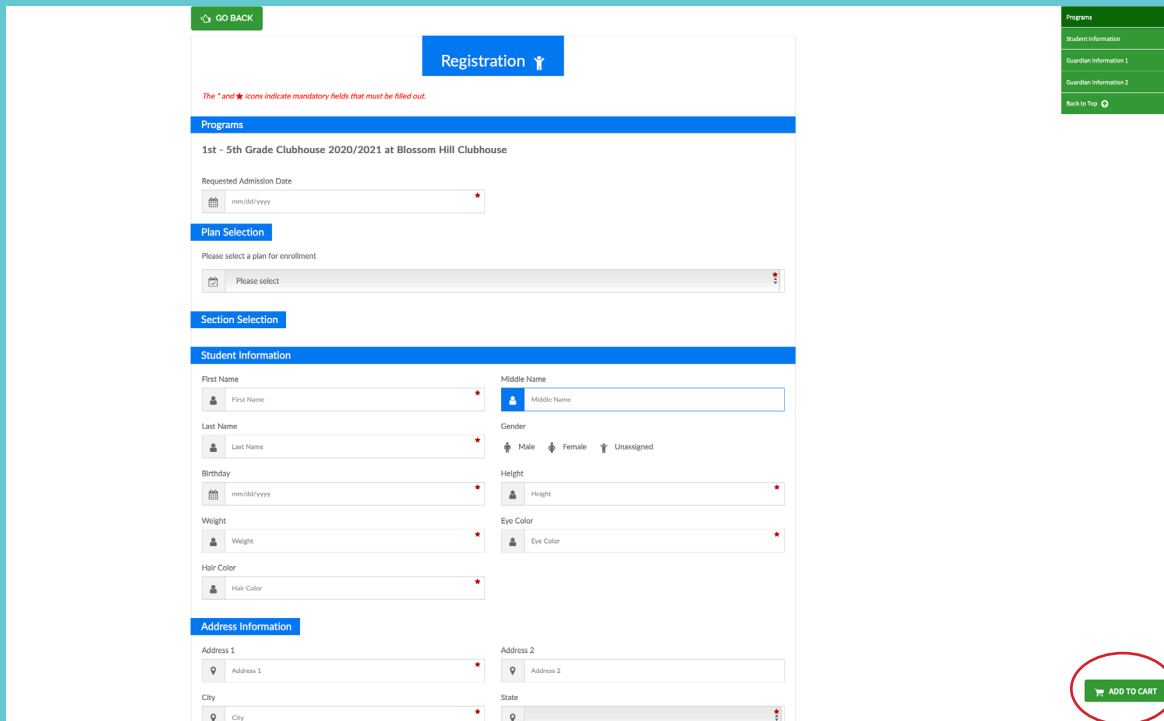
3. Select *"Click Here For Online Registration"* to start the registration process for the 2020-21 school year program.
4. You'll find under the blue text box titled, 2020/2021 Clubhouse 1st Semester- the offerings for the current school year. Click *"View Offerings"* to begin the registration process.



5. You'll then want to find the correct location and age group for your child(ren), click *"Enroll"*. For this example, we will be registering for Blossom Hill Clubhouse - 1st Semester 2020/2021 - 1st-5th Grade Clubhouse 2020/2021.



6. After completing all required registration fields indicated by a green star click "Add To Cart".

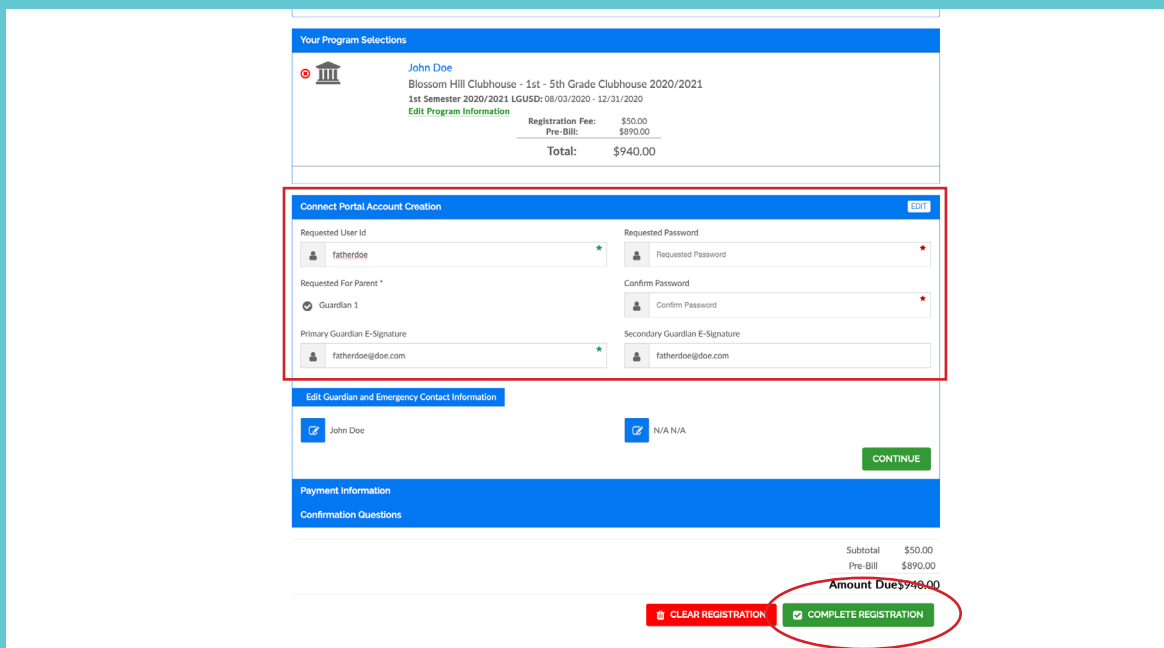


The screenshot shows a registration form titled "Registration" with a "GO BACK" button at the top left. A sidebar on the right contains links for "Programs", "Student Information", "Guardian Information 1", "Guardian Information 2", and "Back to Top". The form sections include:

- Programs:** "1st - 5th Grade Clubhouse 2020/2021 at Blossom Hill Clubhouse". A "Requested Admission Date" field is present.
- Plan Selection:** A dropdown menu with "Please select".
- Section Selection:** A dropdown menu.
- Student Information:** Fields for First Name, Middle Name, Last Name, Gender (Male, Female, Unassigned), Birthday, Height, Weight, Eye Color, and Hair Color. Required fields are marked with a green star.
- Address Information:** Fields for Address 1, Address 2, City, and State. Required fields are marked with a green star.

An "ADD TO CART" button is circled in red at the bottom right of the form.

7. Once you've selected your schedule and filled out the required information, create your Parent Portal User ID, Password and Email. Proceed to payment by clicking "Complete Registration"



The screenshot shows the "Connect Portal Account Creation" section of the registration process. It includes a summary of program selections and a table of fees.

Your Program Selections

John Doe
Blossom Hill Clubhouse - 1st - 5th Grade Clubhouse 2020/2021
1st Semester 2020/2021 LGUSD: 06/03/2020 - 12/31/2020
[Edit Program Information](#)

| | |
|-------------------|-----------------|
| Registration Fee: | \$50.00 |
| Pre-Bill: | \$890.00 |
| Total: | \$940.00 |

Connect Portal Account Creation

Requested User Id: fatherdoe *
Requested Password: *
Confirm Password: *
Requested For Parent *
Guardian 1: *
Primary Guardian E-Signature: fatherdoe@doe.com *
Secondary Guardian E-Signature: fatherdoe@doe.com

Edit Guardian and Emergency Contact Information

John Doe N/A N/A

Payment Information

Confirmation Questions

Subtotal: \$50.00
Pre-Bill: \$890.00
Amount Due: \$940.00

CLEAR REGISTRATION **COMPLETE REGISTRATION**

8. Enter Payment Info and click "Continue"

Total: \$940.00

Connect Portal Account Creation

Payment Information

Payment Type
Credit Card

Credit Card Number

Credit Card Expiration Date (MM / YY)

☐ Use Guardian 1 Information (1)

First Name on Card

Billing Address

Billing State

Billing Phone

Billing Email

CV/CVC Number (Number on back of card)

Last Name on Card

Billing City

Billing Zip

Confirm Email

GO BACK
CONTINUE

Subtotal \$50.00

Pre-Bill \$890.00

Amount Due \$940.00

CLEAR REGISTRATION
COMPLETE REGISTRATION

9. Review and confirm LGS Recreation Clubhouse confirmation questions and click "Complete Registration". Once approved by the Clubhouse Accountant, a confirmation email will be sent to the primary account holder's email address.

☒ County of Santa Clara Department of Public Health Requirements Related to Coronavirus/COVID-19 All participants, by signing this release, agree to follow the following directives issued by the County Department of Public Health's July 13, 2020 Mandatory Directive for Programs Serving Children or Youth: ? Follow the County's Social Distancing Protocol of maintaining no less than six (6) feet between all individuals. ? All participants and individuals picking up/dropping off children must wear face coverings. o Exceptions may be made for very young children, people for whom face coverings are medically inadvisable, or where communication is affected by or with people who are hearing-impaired. o Children aged 2-5 years need not wear face coverings when interacting solely with other children in their stable group. o Children aged 6-11 are strongly encouraged, but not required, to wear face coverings within their stable group. o Children 12 years or older must wear face coverings. ? Maintaining stable groups of no more than 24 children (up to 5 years), or 12 children (6 years or older). ? Parent participation is not allowed (though employees may enroll their own children.) ? Children cannot attend more than one program within the same three-week period. Children enrolled in a K-12 school can attend school and one additional before/after school program. ? Programs are responsible for maintaining enrollment and attendance records, and should verify families' compliance with these restrictions to the extent feasible. The complete directive can be accessed at this link: <https://www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx> Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19 The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people. Los Gatos-Saratoga Community Education and Recreation (LGS Recreation) has created new protocols and put in place preventative measures to reduce the spread of COVID-19; however, LGS Recreation cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending any program may increase your child(ren)'s risk of contracting COVID-19. LGS Recreation's programs by nature involve interaction between and among participants and agency staff, as well as potential interaction between and among parents who are dropping off their children and/or observing the program. By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to, or infected by COVID-19 by attending, and/or transporting my children to, LGS Recreation programs, activities, or events, and of the named perils listed below. I understand that the risk of becoming exposed to or infected by COVID-19 at LGS Recreation programs, activities, or events may result from the actions, omissions, or negligence of myself and others, including, but not limited to, LGS Recreation employees, volunteers, and program participants and their families. I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any and all named perils and/or injury to my child(ren) or myself, including, but not limited to, personal injury, disability, and death, illness, damage, loss, claim, liability, or expense, of any kind, that I, my child(ren), or others, may experience or incur in connection with my child(ren)'s attendance at LGS Recreation programs. On my behalf, and on behalf of my child(ren), I hereby release, covenant not to sue, discharge, and hold harmless LGS Recreation, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating to the above named perils in connection with my child(ren)'s attendance at LGS Recreation programs. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of LGS Recreation, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any LGS Recreation program.

☒ Parent Agreement & Acknowledgement of Parent Handbook: I acknowledge that it is my responsibility to read and understand the policies, provisions, and procedures contained in the Clubhouse Parent Handbook made available on LGS Recreation's website. In addition, I understand that the contents of the Parent Handbook are subject to change. I acknowledge that it is my responsibility to stay informed of policy and procedure revisions to the Parent Handbook, which is posted on LGS Recreation's web site at <https://www.lgsrecreation.org/clubhouse/>. In the event I do not have Internet access, I understand that I can obtain a hard copy of the current Parent Handbook upon request to LGS Recreation.

☒ Release of Liability: The undersigned, in consideration of participation in this program agrees to indemnify and hold Los Gatos-Saratoga (LGS) Community Education and Recreation, its contractors, employees and volunteers harmless and release LGS Community Education and Recreation, its contractors, employees and volunteers from any and all liability for any injury which may be suffered by the named individual(s) registered in this program, arising out of, or in any way connected with participation in this program. I have read the above application and agreement, and fully understand that I assume all risks for any injuries received. I certify that I have custody or am the legal guardian of said minor and that I and/or my minor child are physically able to participate in recreation activities. In the event I or said minor requires medical treatment while under the supervision of staff

Pre-Bill \$890.00

Amount Due \$940.00

CLEAR REGISTRATION
COMPLETE REGISTRATION

If you have any questions please email Clubhouse@lgsrecreation.org