



Junior Building Detectives  
at the Verdier House  
by Historic Beaufort Foundation

**2023 Registration Form & Parent Information Packet**

Child's First Name \_\_\_\_\_ Surname \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_

Birthdate \_\_\_\_\_ Age \_\_\_\_\_ Nickname \_\_\_\_\_

Parent/Guardian Contact Phone \_\_\_\_\_  
Alternative Phone \_\_\_\_\_

Parent/ Guardian Email \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Please register (Child's name) \_\_\_\_\_ for **Junior Building Detectives**.

TOTAL AMOUNT DUE: \$ \_\_\_\_\_

Paid by: Check # \_\_\_\_\_ Date \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Zip \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

**Please complete and sign form:**

- and bring to the Verdier House, 801 Bay Street,
- or mail to HBF, PO Box 11, Beaufort 29901
- or email to Cassandra Knoppel at [cknoppel@historicbeaufort.org](mailto:cknoppel@historicbeaufort.org)

**at least 2 (two) weeks before first camp session starts.** This will allow our staff the opportunity to become familiar with any needs your child may have. There are 15 spaces in the program so early registration is advisable.

**If you have two or more children attending, please fill out a set of forms for each child.** Your child will not be admitted to camp without completed paperwork.

**Packet Contents**

- Items to Bring
- Emergency Information Sheet
- Sign-in/Sign-out Release
- Authorization to Participate in Field Trips
- Emergency Authorization
- Release of Liability
- Behavior Issues Policy
- Photography Policy
- Refund Policy

**ALLERGIES?****Items to Bring**

- Water bottle
- Sun block & hat
- Backpack/bag to carry water bottle, etc.
- Closed-toed, comfortable shoes for walking
- A rain jacket in case of rainy weather

*Note: Any medication that is required should be taken before or after the program or administered by a parent during the program.*



HISTORIC BEAUFORT FOUNDATION  
Junior Building Detectives

Child's Name (Please Print) \_\_\_\_\_

**Emergency Information**

Child's birthday \_\_\_\_\_ Child's Age \_\_\_\_\_

Parent Name(s) or Guardian: \_\_\_\_\_

Work Phone Number(s): \_\_\_\_\_

Cell Phone Number(s): \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Physician's Name: \_\_\_\_\_

Physician's Phone Number: \_\_\_\_\_

In case of emergency and we cannot reach a parent, please indicate whom to call:

\_\_\_\_\_  
Name Relationship

\_\_\_\_\_  
Daytime Phone Number Alternate Number

Are there any food allergies we should be aware of (dairy, gluten, nuts, etc.)? \_\_\_\_\_

Any other allergies (wasps/bees, latex, feathers, etc.) we should be aware of? \_\_\_\_\_

Is your child on any medication or does he/she have any other medical conditions that we should be aware of? \_\_\_\_\_

I, the parent or legal guardian, acknowledge that the information included on this **Emergency Information** form is accurate and complete to the best of my knowledge.

\_\_\_\_\_  
Parent/Guardian Signature Date



**HISTORIC BEAUFORT FOUNDATION  
Junior Building Detectives**

Child's Name (Please Print) \_\_\_\_\_

### Sign in and Sign-out Release

A parent or guardian is required to sign-in and sign-out your child every day. Please designate below which option(s) you choose for your child.

I, the parent or guardian will sign-in and sign-out my child each day.

\_\_\_\_\_  
Parent/Guardian Signature Date

My child has permission to walk/bike to or from the program; my child will sign him/herself in and out each day. By signing below, I authorize the child to be dismissed from the program without a parent or guardian present. I agree that Historic Beaufort Foundation and employees will not be responsible for the welfare of my child before camp and once released to go home.

\_\_\_\_\_  
Parent/Guardian Signature Date

I wish to authorize these individuals to pick-up or drop-off my child. Please advise these individuals they may be required to present identification to staff.

\_\_\_\_\_  
Name/Relation Phone Number

\_\_\_\_\_  
Name/Relation Phone Number

\_\_\_\_\_  
Name/Relation Phone Number

\_\_\_\_\_  
Name/Relation Phone Number

\_\_\_\_\_  
Parent/Guardian Signature Date

## Authorization to Participate in Field Trips

I hereby give permission for my child to go on field trips away from Historic Beaufort Foundation's facilities on foot. All field trips are within a few blocks of HBF facilities.

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

\_\_\_\_\_  
Date

## Emergency Authorization

In the case of an emergency, Historic Beaufort Foundation staff will make every effort to contact the parents or designated emergency contact. If these contacts cannot be reached, I authorize Historic Beaufort Foundation to obtain emergency medical treatment for the welfare of my child. I will be responsible for medical expenses incurred.

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

\_\_\_\_\_  
Date

## Release of Liability

I, as parent or legal guardian of \_\_\_\_\_ approve and give my permission for him/her to participate in any class or program offered by Historic Beaufort Foundation which is deemed age appropriate. I have read the description of the 2018 program and recognize any activity causes certain risks for the participant. I have independently reviewed and evaluated the risks and determined to allow participation in the program with full knowledge and acceptance of the risk. The undersigned, to the extent permitted by law, and on behalf of him/herself, his/her dependents or wards, heirs, executors, administrators and assigns agrees to and hereby releases and forever discharge the Historic Beaufort Foundation, Verdier House, and their officers, employees, agents and volunteers from any and all liability for damages, loss or personal injury arising out of or related to registrant's participation in youth programs.

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

\_\_\_\_\_  
Date



**HISTORIC BEAUFORT FOUNDATION  
Junior Building Detectives**

Child's Name (Please Print) \_\_\_\_\_

## **Behavior Issues Policy**

Historic Beaufort Foundation wishes to protect the safety and welfare of all program participants. In order to maintain a safe and fun environment, our staff may implement various techniques to manage occasional misbehavior. For example, a time out may be used to allow time for a child to regain his/her composure or he/she may lose the privilege to participate in an activity. Depending on the severity of the negative behavior, parents may be asked to pick-up their child early, but only after the issue has been discussed with the Verdier House Director.

If a camp instructor documents extreme or recurring negative behavior that is considered to be endangering to other participants or excessively disruptive to the operations of the camp, the Verdier House Director will meet with the parent(s)/guardian(s) to discuss the behavior issues and the child may be sent home.

Negative behavior includes, but is not limited to:

- Uncooperative behavior
- Not listening to program staff
- Not respecting the rights of others
- Repeatedly running away from the camp staff or volunteers
- Theft or vandalism
- Hitting, biting, fighting or other violent behavior

Historic Beaufort Foundation reserves the right to remove students who do not adhere to our behavior policy. In this instance no refund will be given.

My child and I have read and understand the above behavior issues policy.

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

\_\_\_\_\_  
Date

Child's Name (Please Print) \_\_\_\_\_

## Photography Policy

During the course of our programs, we often take pictures of people enjoying their visit. We use these pictures to help secure grants and to advertise Historic Beaufort Foundation and the Verdier House to families.

This is to inform you that Historic Beaufort Foundation (HBF) has the irrevocable and unrestricted right and permission to copyright – in their own name and otherwise – and use, re-use, publish and re-publish photographic images taken at any Historic Beaufort Foundation facilities.

By participating in HBF programming at any or all of the facilities used during the program, you and your child may be included in part or in whole in any and all media now and hereafter know for illustration, promotion, art, editorial, trade, web-site, advertising or any other purpose deemed appropriate by HBF without compensation.

If having your child's photograph taken and/or displayed is not a safe option for your family, you need to notify staff prior to the commencement of the session to determine whether HBF can accommodate your request to not have pictures taken or if it would be best for your child not to participate in this program.

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

\_\_\_\_\_  
Date

## Refund Policy

If you wish to withdraw from the program, you must do so at least one week prior to its start in order to receive a partial refund of the registration fee. 10% of the registration fee is considered a non-refundable deposit. **No refund** will be given if a cancellation is made within the week of the program.

If for any reason Historic Beaufort Foundation cancels your session or the minimum enrollment is not met, you will receive a full refund.

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

\_\_\_\_\_  
Date