

# YOUTH SERVICES

## Membership Form

City of Karratha *Youth Services* memberships are for young people aged 11-25 years. Membership is FREE and it enables you to attend *Youth Services* activities at The Youth Shed Karratha, The Base Wickham and other locations. You can also receive emails letting you know what's on for young people. Every new member must fill out a form each.

MEMBER INFORMATION – Member to complete			
First Name:		Last name:	
Date of Birth:		Age:	
Cultural Background:	<input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Other _____	Gender:	
Residential Address:			
Email Address:		Do you want to receive emails about what's on for youth?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mobile number:			
<b>Emergency Contact:</b> (can be different to Parent/Guardian)	Name:	Relation:	
	H:	W:	M:
MEMBER DECLARATION – Member to read and make declaration			
<p><i>As a member of Youth Services, I will abide by the following:</i></p> <p><b>Respect Youth Services Staff</b>  <i>Follow the directions of staff, and understand that Youth Services staff act in the best interests of young people, other staff and the City of Karratha.</i></p> <p><b>Respect the Youth Centres and their property.</b>  <i>This includes not bringing weapons or any illicit substances of any kind into Youth Centres and surrounds, not being under the influence of any substances on the premise of a youth centre, and not causing deliberate damage to any property.</i></p> <p><b>Respect and treat all others, as I would like to be treated.</b>  <i>I understand that if I break any clause in this contract I risk being evicted from Youth Services immediately and/or suspension from future Youth Services activities and venues. I understand my parent/guardian will be notified, and if I break any laws that the Police will be notified too.</i></p> <p><b>Re-entry in to Youth Services programs after a suspension</b>  <i>I understand that if I am suspended from attending Youth Services programs and I wish to continue participating after the suspension has ended, I will be required to undertake a re-entry procedure that involves myself and my parent/guardian meeting with a Senior Youth Officer to discuss expectations and my behaviour.</i></p>			
Member Signature:			
Date:			

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### PARENT/GUARDIAN INFORMATION

The below information is relating to the youth member and is for the parent/guardian to complete. This section must be filled out for all members.

<b>Parent/Guardian:</b>	<b>Name:</b>	<b>Relation:</b>	
	<b>H:</b>	<b>W:</b>	<b>M:</b>
<b>Email Address:</b>		<b>Do you want to receive the latest info about Youth Services?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

### HEALTH & WELLBEING DETAILS

Please indicate any medical and/or behavioural conditions, including food allergies and wellbeing concerns that your young person currently has, or has had previously.

If an Action Plan is applicable to the disclosed condition, please ensure you provide this to Youth Services staff. Note that this is only to assist us in making a suitable response in the case of an emergency and the City takes no responsibility for the management of any medical condition or concern.

<b>Condition/Concern:</b>  <input type="checkbox"/> Action Plan provided to Youth Services staff	<b>Will your young person be administering medication/s? Please note that this is not City staff responsibility.</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Medication: _____
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### MEDIA CONSENT

Please circle - **I do / do not** give permission for photographs and video footage of my young person to be used in Council and Sponsors promotional material including website, Facebook, Instagram publications and media releases. Your preference for permission is ongoing for the duration of this membership and can be changed at any time by contacting City of Karratha Youth Services.

### BEHAVIOUR POLICY

City of Karratha Youth Services delivers a range programs suitable for youth aged between 11-25 years, whilst providing:

- A safe and engaging environment
- A variety of fun and exciting activities
- Effective supervision for the duration of the program
- Enforcing a behaviour management system based on positive reinforcement, ample warnings for negative behaviour and acknowledgement of achievement

The **THREE STRIKE WARNING SYSTEM** is acknowledged and enforced by Youth Services staff across all programs and venues.

1. **First Warning:** The young person is verbally made aware of their inappropriate behaviour and why it is not appropriate.
2. **Second Warning:** The young person is verbally informed about their continuing behaviour and removed from the group for a period, at the discretion of Youth Services staff.
3. **Third Warning:** If the young person continues to demonstrate inappropriate behaviour, Youth Services staff will ask the young person to depart from programming and the facility. Youth Services staff will contact their parent/guardian for immediate collection. If the youth is not collected and will not leave the premise, Police may be called.

*Disclaimer: Youth Services staff reserve the right to ask a young person to leave the program/facility immediately and will instantly escalate any incidences of violence or damage to property, displays of threatening behaviour, or any other behaviours warranting escalation as deemed by Youth Services staff.*

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### PARENT/GUARDIAN DECLARATION

- *I confirm that I have read, understood and agree to the information provided pertaining to my young person's Youth Services Membership. I have disclosed all relevant information regarding physical, mental or other wellbeing concerns and health conditions that could be aggravated, worsened or impacted by my young person's participation in activities.*
  
- *I have read and understood the City of Karratha Youth Services Behaviour Policy.*
  
- *The City of Karratha accepts no responsibility for loss or damage to any items or belongings whilst on the premises or engaging in the activities.*
  
- *I understand that City of Karratha Youth Services works collaboratively with youth support organisations such as headspace Pilbara, Yaandina Community Services, Mission Australia, Population Health, Department of Child Protection and Family Support, and others. I consent to my young person's referral to such services in appropriate circumstances, and support being given as required.*

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

Signature: \_\_\_\_\_

**Please return this completed Youth Services Membership Form to a City of Karratha Youth Services staff member, or email a copy to [yscas@karratha.wa.gov.au](mailto:yscas@karratha.wa.gov.au)**

**The next page is information for you to keep 😊**

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#### Office Use Only

Electronic copy made? **YES / NO**

Details entered in Youth Membership Database? **YES / NO**

Appropriate Senior Youth Officer notified? **YES / NO**

Details registered on mailing list? **YES / NO**

Staff Member: \_\_\_\_\_

Staff Signature: \_\_\_\_\_

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

# YOUTH SERVICES

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### INFO FOR MEMBERS & FAMILIES

#### OUR YOUTH CENTRES

We have two youth facilities members can attend. We also run events and outreach programs in various location throughout the City of Karratha.

The Youth Shed – Hillview Road, Karratha. Contact: 9186 8576

The Base – located within the Wickham Community Hub on Carse Street, Wickham. Contact: 9186 8045

#### STAY CONNECTED

##### *Instagram*

You can keep up to date daily by following @kcityteens on Instagram. Check out our posts and stories for news, competitions, opportunities and what's on in our City for young people.

##### *Website*

Head to the FACILITIES tab at <http://www.karratha.wa.gov.au/> and navigate to The Base or The Youth Shed's web pages for information about each centre and what's on.

##### *Facebook*

Like the 'City of Karratha' on Facebook to make sure you see the latest info about youth events, programs and activities. This Facebook page will also let you know about other things that are on in the City of Karratha.

##### *Mailing list*

Parents, guardians, friends, family and young people can join our mailing list. You will receive school holiday programs, event and program promotion, youth opportunities and more to your inbox. Email [yscas@karratha.wa.gov.au](mailto:yscas@karratha.wa.gov.au) to have your email address added. You can also contact us via this email address with any questions or general enquiries.

#### TYPES OF PROGRAMS

Our programs are either registered or drop-in and will be promoted clearly. Registered programs require an additional, program-specific registration form to be completed. These forms can be obtained at our youth centres or by requesting one from [yscas@karratha.wa.gov.au](mailto:yscas@karratha.wa.gov.au). For drop-in programs, young people are welcome to attend and depart as they wish.

#### OUR YOUTH STAFF

Our Youth Staff are responsible for the safety and wellbeing of members whilst they are participating in Youth Services activities. To ensure young people have support available if required, our Youth Staff often work closely with youth support agencies whose core service offering is providing individualised support for young people, for a range of needs. If you have any issues or concerns, or want some advice, let a staff member know.

#### TIX & PROGRAM COSTS

Most of our youth programs are free, however sometimes young people will need to get tickets to events or book their spot in programs to attend. We'll always let you know when and how you need to do this.