



REGISTRATION PACKET

ENROLLMENT CHECKLIST:

- _____ Return ***Application for Membership***
- _____ Read, sign, and return ***Code of Conduct***
- _____ Complete and return ***Tuition Payment Form***
- _____ Complete and return ***Health Information Form***
- _____ Complete and return ***Media Consent & Release Form***

NEW MEMBER CHECKLIST: After submitting Enrollment Forms, you will receive access to the RBC Member Community Site (Groupanizer) which includes these links & documents).

- _____ Review ***Parent & Chorister Handbook***
- _____ Purchase uniform from Educational Outfitters
- _____ Review ***Calendar*** of upcoming rehearsals & events
- _____ Enroll in Remind by texting @_____ to 81010 for your respective choir
Training: @rbct **Resident:** @rbcr **Performing:** @rbcpc **Young Men's:** @rbcyeme
- _____ "Like" **Raleigh Boychoir** on Facebook (invite your friends to like us!)
- _____ Follow **Raleigh Boychoir** on Twitter
- _____ Use this link to shop at AmazonSmile and Amazon will make a donation to RBC!
<http://smile.amazon.com/ch/56-1169215>
- _____ **Shutterfly** for RBC photos:
<https://raleighchoir.shutterfly.com> password – go2RBCpix
- _____ Use **Signup Genius** to volunteer for RBC events and rehearsal snack time:
[RBC Volunteers \(fundraising\)](#)
[RBC Rehearsal Snack Time](#)



Application for Membership

Audition Date: _____

Applicant's Name: _____ Age: _____ Birthdate: __/__/__

Primary Address: _____ Secondary Address: _____

City, ST Zip: _____ City, ST Zip: _____

Phone Number: _____ Phone Number: _____

Ethnic Origin: African American Caucasian Native American
Information requested Asian/Pacific Islander Hispanic Other: _____
for grant purposes

Mother/Guardian: _____ Father/Guardian: _____

Workplace: _____ Workplace: _____

Cell Phone: _____ Cell Phone: _____

Work Phone: _____ Work Phone: _____

E-mail: _____ E-mail: _____

Applicant's School: _____ Grade: _____

School Address: _____ School District: _____

School Music Teacher: _____ School Music Teacher E-mail: _____

How did you learn about the Raleigh Boychoir?
 School Music Teacher Internet Facebook/Twitter
 Religious Music Director Direct Mail/Flyer Other:
 Current RBC Family: _____ Word of Mouth _____
 RBC Alumni: _____

Indicate any years in:

Piano: _____ Band: _____ Voice: _____ Choir: _____ Other: _____

**Please complete this form and email to raleighboychoir@gmail.com or mail to:
Raleigh Boychoir • 1329 Ridge Road • Raleigh, North Carolina 27607**



THE RALEIGH BOYCHOIR CODE OF CONDUCT

The Raleigh Boychoir promotes responsibility, respect, civility and excellence in a safe learning and teaching environment. All directors, parents, staff, volunteers and choir members have the right to be safe and to feel safe when they participate in Boychoir.

With this right comes the responsibility for each chorister to conduct himself with self-discipline and respect for others, and to be accountable for actions that risk his own safety or the safety of others. To ensure that the choir always offers a positive experience for those who participate in it, The Raleigh Boychoir has adopted the accompanying Chorister's Code of Conduct.

The Code of Conduct requires a chorister to report any serious violations by other boys. This includes—but is not limited to—instances of bullying and harassment, taking or destruction of property and possession of drugs, alcohol, tobacco or weapons. If requested by the chorister who reports a violation, his identity will be kept confidential.

The penalties that may be imposed for violation of the Chorister's Code of Conduct are described below, based upon the frequency and severity of the infraction. Choristers and parents/guardians should understand, however, that the circumstances of a violation will always be taken into consideration, and any of the penalties—including immediate dismissal from the choir—may be imposed without prior warning and without going through a lesser disciplinary step. For certain offenses, we may be required to contact law enforcement and other authorities for help, and they will follow their protocols to address the issue.

Violations of the terms of the Chorister's Code of Conduct will ordinarily be dealt with as follows:

- The boy may be counseled.
- The boy's parents or guardians may be notified of the violation by telephone.
- The boy and his parents may be called in for a conference.
- The boy may be placed on probation and/or suspended from choir activities for a specified period of time.
- The boy may be dismissed from the choir.

The Artistic Director will have the sole discretion to determine whether a chorister has violated the Code of Conduct, and what penalty will be imposed. In the event of suspension or dismissal, all tuition money and fees paid for the academic year will be forfeited.

Appeal Process

A choir member who has been suspended or dismissed from the choir may request that the Executive Committee of the Board of Directors review the decision.

Chorister's Code of Conduct

1. I will treat fellow choristers, artistic directors, parents, volunteers and chaperones with dignity and respect. I will not bully or harass another chorister, nor encourage others to harm or mistreat another chorister.
2. I will not display prejudice, intolerance or insensitivity, by words or actions. I will respect differences in people, their ideas and opinions.
3. I will demonstrate honesty and integrity.
4. I will respect the property of others. I will not take another person's belongings, even as a joke, without his permission. I will not damage or destroy any property in the course of any Boychoir activity.
5. Because the success of the Boychoir requires hard work and focus, I will not disturb rehearsals or performances by talking or acting in a disruptive way.
6. Because the Boychoir's excellent reputation could be spoiled by improper conduct, I will conduct myself as a gentleman whenever and wherever I am representing the Boychoir.
7. I understand that my attendance at rehearsals and performances is essential to the success of the Boychoir. I have read the requirements relating to attendance contained in the Boychoir Handbook, and I will comply with those requirements.
8. I will not use profanity, or offensive or inappropriate language, while engaged in any Boychoir activity.
9. I will not possess, use, be under the influence of, or provide others with alcoholic beverages, tobacco products or illegal drugs while engaged in any Boychoir activity.
10. I will not possess or handle a weapon of any kind while engaged in any Boychoir activity.
11. I will not use physical force or any object to threaten, intimidate or hurt another person.
12. I will not possess obscene material of any kind while engaged in any Boychoir activity.
13. I will comply with the directions of the staff of the Boychoir, or their designees.
14. I will comply with all the laws of the State of North Carolina.
15. I will try to be a role model for other choristers in my words and actions. I will offer help to others when I see that it may be needed. If there is a problem, whether large or small, I will try to be part of the solution.
16. If I cannot resolve a conflict peacefully, I will ask for help from an adult staff leader (choir directors or executive director).
17. To protect the Boychoir community, I will report to a member of the Boychoir staff any serious violations of this Code of Conduct by other choristers.

Chorister's Signature

Date

Parent's or Guardian's Signature

Date



Raleigh Boychoir, Inc.

2017-2018 Annual Tuition Payment Options

Training Choir - \$1200/year (\$100/month automatic bank withdraw)

Resident Choir - \$1260/year (\$105/month automatic bank withdraw)

Performing Choir - \$1380/year (\$115/month automatic bank withdraw)

\$75 one time robe fee for all new members of the Performing Choir

Young Men's Ensemble - \$900/year (\$75/month automatic bank withdraw)

Chorister Name (Print):	
Parent/Guardian Name (Print):	
Payment Method (Check one):	<input type="checkbox"/> Annual Payment: One Lump Sum by July 15 with 5% discount (check, credit card*, ACH) <small>* 3% processing fee applied to credit card payments</small>
	<input type="checkbox"/> Installment Payments: July 15, September 15, & November 15 (check, credit card*, ACH) <small>* 3% processing fee applied to credit card payments</small>
	<input type="checkbox"/> Monthly ACH Withdrawal: Debited on the 10 th of each month; payments spread evenly over 12 months
Signature	

For new auto bank withdraw only

Bank Name		
Account Number		
Routing Number		
Account Holder Name		
Signature		

By signing above, I acknowledge I am responsible for paying annual tuition to the Raleigh Boychoir, regardless of whether my singer withdraws from the RBC. The Raleigh Boychoir is specifically authorized to debit my account in the frequency set out above such that my son's entire tuition balance is paid pursuant to the schedules outlined above. I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify **Raleigh Boychoir** in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment may be executed on the next business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that Raleigh Boychoir may at its discretion attempt to process the charge again within 30 days, and agree to an additional **\$30** charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.



Raleigh Boychoir, Inc.
1329 Ridge Road, Raleigh, NC 27607
919-881-9259 raleighboychoir@gmail.com

HEALTH INFORMATION FORM

Name Last First Middle Birth Date Day Month Year

Age Sex Height Weight

Home Address Street & Number City State Zip

Home Phone

Parent 1 Name Work Phone

Parent 2 Name Work Phone

In case of emergency and parents are not available, please notify:

Name Work Phone Home Phone

Name Work Phone Home Phone

IMMUNIZATION HISTORY

DATE OF LAST DT BOOSTER DATE OF MMR

PARENTS AUTHORIZATION (Must be completed and signed)

This health history is correct as far as I know, and the person herein described has permission to engage in all camp activities, except as noted on this form.

In the event of an emergency, the undersigned authorizes any treatment or diagnostic procedure deemed medically necessary by any medical professional, including but not limited to: hospitalization, administration of medication in any form including injection, x-ray evaluation and/or surgery.

Parents Signature (or legal guardian) Date

MEDICAL INSURANCE INFORMATION:

GROUP INSURANCE CO: POLICY/GROUP NO.:

NAME OF PRIMARY INSURED: EMPLOYER

OTHER CARD INFORMATION:

MEDICATION CHART

Parents: If your child will be taking any medicine during camp (prescription or over-the-counter), please complete this form.

Please note the following restrictions:

1. ALL prescriptions and over-the-counter (OTC) medicines MUST be in original containers and MUST have child's first and last name on container.
2. Written instructions and cannot exceed amounts indicated on medications label for age of child.
Exemption: a note from child's doctor is acceptable.
3. If an item reads, "under the age of ____ consult a physician" a note from the child's doctor is needed.
4. Medication with expiration dates that are not current cannot be administered.
5. If a parent requests medication to be given on an "as needed" basis, a time and dosage must be documented beside the phrase "as needed."
6. Medication cannot be administered if the above criteria are not met.
7. Medical information will be shared among chaperones to ensure the safety of your child.
8. OTC medicines such as Tylenol, Motrin, and Benadryl will be given at the discretion of the staff unless there is a contraindication.

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| MEDICINE | DOSAGE | TIME | PURPOSE OF MEDICATION |
|----------|--------|------|-----------------------|
|          |        |      |                       |
|          |        |      |                       |
|          |        |      |                       |
|          |        |      |                       |

Comments: Are there any situations at home that may be affecting your child during camp (example; ill family member, divorce) or any additional information that may help the staff enhance the choir member's experience? (Please include dietary and/or allergy information here.)

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

\_\_\_\_\_  
Date

I hereby release the Raleigh Boychoir, Inc., its staff, volunteers and chaperones from legal liability which may arise from the acts I have authorized and consented to above, and from any liability on account of any accident which might occur to my child in connection with his attending summer camp or any choir-related tour or activity.

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

\_\_\_\_\_  
Date



**Raleigh Boychoir, Inc.**  
**1329 Ridge Road, Raleigh, NC 27607**  
**919-881-9259 raleighboychoir@gmail.com**

## **MEDIA CONSENT & RELEASE FORM**

Throughout the choral season, choristers may be highlighted in efforts to promote Raleigh Boychoir (“RBC”) activities and achievements. For example, boys may be featured in recruiting materials and promotional materials to raise awareness of our performances and programs through newspapers, radio and television spots, the internet (including social media outlets like Facebook, YouTube and Instagram, and the RBC webpage, DVD’s, displays, flyers, brochures and other types of media.

I, as the parent or guardian of \_\_\_\_\_, hereby give the RBC, its staff and authorized media organizations permission to print, photograph, and record my child for use in audio, video, film or any other electronic, digital and printed media.

- a. This is with the express understanding that the RBC, through its representatives will reproduce said photograph, video, likeness or image only for the purposes stated above and no such media will be used by the RBC or its staff in a “for profit” enterprise. Any monetary revenue traceable to the use of such media shall be used by the RBC consistent with its non-profit mission. I also am fully aware that I will not receive monetary compensation for my child’s participation in any RBC activity.
- b. I further release and relieve the RBC, its Board of Directors, staff and any other representatives from any liabilities, known or unknown, arising out of the use of these media.
- c. Revocation of this Form must be done in writing and submitted to a proper representative of the RBC. Absent a written revocation this form is binding for the duration of the child’s membership with the RBC.

I certify that I have read this Media Consent & Release Form and the statements and declarations contained herein and fully understand its terms and conditions.

### **Please Print:**

Name of RBC Member: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of Parent or Guardian: \_\_\_\_\_

Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_



**Educational Outfitters** 



**Address:** South Hills Shopping Center, 1331 Buck Jones Rd, Raleigh, NC 27606

**Phone:** (919) 804-5437

| <b>Choir</b>                                                                                            | <b>Item</b>               | <b>Style</b>      | <b>Color</b>         | <b>Logo</b>                              |
|---------------------------------------------------------------------------------------------------------|---------------------------|-------------------|----------------------|------------------------------------------|
| <b>Training</b><br><i>(purchase at Educational Outfitters)</i>                                          | Pants                     | Flat front        | Khaki                | None                                     |
|                                                                                                         | Shorts                    | Flat front        | Khaki                | None                                     |
|                                                                                                         | Polo Shirt                | S/S               | Black                | EMB Logo                                 |
|                                                                                                         | Sweater                   | Crewneck Pullover | Cardinal Red         | EMB Logo                                 |
| <b>Resident</b><br><i>(purchase at Educational Outfitters)</i>                                          | Pants                     | Flat front        | Khaki                | None                                     |
|                                                                                                         | Shorts                    | Flat front        | Khaki                | None                                     |
|                                                                                                         | Polo Shirt                | S/S               | Black                | EMB Logo                                 |
|                                                                                                         | Sweater                   | Crewneck Pullover | Cardinal Red         | EMB Logo                                 |
| <b>Performing</b><br><i>(purchase at Educational Outfitters)</i>                                        | Pants                     | Flat front        | Khaki                | None                                     |
|                                                                                                         | Shorts                    | Flat front        | Khaki                | None                                     |
|                                                                                                         | Polo Shirt                | S/S               | Black                | EMB Logo                                 |
|                                                                                                         | Sweater                   | Crewneck Pullover | Cardinal Red         | EMB Logo                                 |
|                                                                                                         | Oxford Shirt              | L/S               | White                | None                                     |
|                                                                                                         | Slacks                    | Flat front        | Gray                 | None                                     |
|                                                                                                         | Blazer                    |                   | Navy                 | RBC Patch<br><i>(contact RBC Office)</i> |
|                                                                                                         | Tie                       | Striped           | Burgundy/Navy/Silver |                                          |
| <b>Young Men's Ensemble</b><br><i>(purchase at Educational Outfitters)</i>                              | Pants                     | Flat front        | Khaki                | None                                     |
|                                                                                                         | Shorts                    | Flat front        | Khaki                | None                                     |
|                                                                                                         | Polo Shirt                | S/S               | Black                | EMB Logo                                 |
| <b>Young Men's Ensemble</b><br><i>(purchase at store of choice)</i>                                     | Tuxedo<br>(no cummerbund) |                   | Black                | None                                     |
|                                                                                                         | Tuxedo Shirt              | L/S               | White                | None                                     |
|                                                                                                         | Bow Tie                   |                   | Black                | None                                     |
| <b>Accessories</b><br><i>(all choirs, purchase at store of choice)</i>                                  | Dress Shoes               |                   | Black                |                                          |
|                                                                                                         | Socks                     |                   | Black                |                                          |
|                                                                                                         | Belt                      |                   | Black                |                                          |
| <b>RBC Spirit Wear</b><br><i>(all choirs – optional)</i><br><i>* required for touring choir members</i> | T-Shirt*                  | S/S               | Cardinal Red         | Transfer Logo                            |
|                                                                                                         | T-Shirt                   | L/S               | Cardinal Red         | Transfer Logo                            |
|                                                                                                         | Hoodie Sweatshirt         | Hooded Pullover   | Cardinal Red         | Transfer Logo                            |
|                                                                                                         | ¼ Zip Elderado Fleece     | Hooded Pullover   | Black                | EMB Logo                                 |