

Highland Community Center

Mailing Address: PO Box 90012 Bellevue, WA 98009

Virtual Registration Form

Spring 2022

**WAIVER OF LIABILITY/RELEASE
PLEASE READ CAREFULLY**



Please Print Clearly

Main Contact (Adult) Last Name First Name Main Contact Date of Birth

Street Address

City State ZIP

E-Mail Address - By providing your email address, you will receive emailed receipts and updates from Bellevue Parks & Community Services.

() ()
Work Phone Home Phone

In consideration of myself and/or my child(ren) being allowed to participate in the City of Bellevue Parks & Community Services activity identified herein, I **ASSUME ANY AND ALL RISKS, INCLUDING RISK OF INJURY OR DEATH**, associated with my or my child(ren)'s participation in said activities. I further agree on behalf of myself, my heirs, executors, assigns, and personal representatives, to waive and **RELEASE** any and all rights and claims for damages, including attorney fees, I now, or may hereafter have, whether known or unknown, against the City of Bellevue and its officials, employees, and agents for any injuries suffered by me or my child(ren) in connection with participation in the City-sponsored activity(ies) identified herein. I acknowledge that I have carefully read this **WAIVER OF LIABILITY** and fully understand that I am waiving any right that I may have to bring a legal action or to assert a claim against the City of Bellevue in connection with participation in the City-sponsored activity stated below.

PHOTO/VIDEO RELEASE: I hereby grant permission to the City to record and publish audio files, photographs, and video footage in which I or my child appear, and to use such recorded content for any lawful purpose for as long as the City desires. Furthermore, on behalf of myself or my child, I waive any rights of privacy, compensation, copyright or other ownership right with respect to such recorded content, and I forever discharge and release the City, including its officials, employees, and agents, from all claims and causes of action, liabilities, and damages arising out of the use of audio recordings, photographs, or video footage, including but not limited to claims for invasion of privacy or misrepresentation. I understand it is my responsible to disable the use of my camera and/or microphone during each virtual program session and ensure no profile image is used if I do not want the City to record and publish audio files, photographs, and video footage of myself or my child. If you have any questions, please contact the main office at 425-452-6885 or Parksweb@bellevuewa.gov.

Participant Name: _____

Date of Birth: _____ M F

Program	
Virtual Special Event..... Dancing with the Stars <i>Fri 6pm-8pm Feb 18th</i>	\$10(r) \$12(nr)
Virtual Trivia Night <i>Mon 7pm-8pm Mar 7th-May 9th</i>	\$46(r) \$58(nr)
Virtual Mindfulness <i>Wed 3pm-4pm Mar 9th-May 11th</i>	\$46(r) \$58(nr)
Virtual BINGO <i>Wed 7pm-8pm Mar 9th- May 11th</i>	\$46(r) \$58(nr)
Virtual Craft Class <i>Fri 1pm-2:30pm Mar 18th, April 1st, 15th, 29th, May 13th</i>	\$46(r) \$58(nr)

(r) = Resident of Bellevue (nr)=Non-Bellevue Residents

CAUTION

I acknowledge that I have carefully read this **WAIVER OF LIABILITY** and **PHOTO/VIDEO RELEASE** and fully understand that I am waiving any right that I may now or hereafter have to bring a legal action to assert any claim against the City of Bellevue in connection with my or my child(ren)'s participation in this activity.

Payment Details Payment due in full at time of registration

Payment Method

Check D.D.A. (send to Highland)

Credit Card Total Fee: \$ _____

Card Number _____

Expiration Date _____

_____ Date _____
Participant or Participant's Parent/Guardian Signature

Printed Participant Name

For alternate formats, interpreters, or reasonable accommodation requests please phone at least 48 hours in advance 425-452-7686 (voice) or email HCC@bellevuewa.gov. For complaints regarding accommodations, contact City of Bellevue ADA/Title VI Administrator at 425-452-6168 (voice). If you are deaf or hard of hearing dial 711. All meetings are wheelchair accessible.



Bellevue Parks & Community Services Department

VIRTUAL PROGRAM CONSENT AND AUTHORIZATION

Consent to Participate in Virtual Program Environment

By enrolling myself or my child in this virtual program provided by the City of Bellevue Parks & Community Services Department, I understand that my or my child's participation is voluntary and that as a condition of such participation, I agree to comply with all program requirements including, but not limited to: (1) accurately completing all required forms in a timely manner; (2) familiarizing myself with, or ensuring my child is aware of the program's standards of conduct for an online environment; and (3) immediately notifying the City of any concerns related to health, safety, or security of myself, my child, other participants, or City staff or instructors.

Video and Audio Recording

I understand that virtual program sessions may be recorded. I agree that if I or my child participates in a virtual session with a computer or mobile device camera engaged or utilizing a profile image, then I consent to have my or my child's video or image recorded. If I am unwilling to have my profile or video image recorded, or that of my child, I will ensure that my camera is disabled and that no profile image is used. Likewise, if I or my child intends to un-mute the computer or mobile device during a virtual session and participate orally I consent to have my voice recorded, or that of my child. If I am unwilling to have my voice recorded, or that of my child, I will ensure that the computer or mobile device is muted and I or my child will communicate exclusively using the "chat" feature.

Consent to Use of Recordings

I understand the use of my camera and/or microphone during a virtual session is optional. However, by signing below, or by enabling the use of my camera and/or microphone during a virtual session, on behalf of myself or my child, I hereby grant permission to the City to record and publish audio files, photographs, and video footage in which I or my child appear, and to use such recorded content for any lawful purpose for as long as the City desires. Furthermore, on behalf of myself or my child, I waive any rights of privacy, compensation, copyright or other ownership right with respect to such recorded content, and I forever discharge and release the City, including its officials, employees, and agents, from all claims and causes of action, liabilities, and damages arising out of the use of audio recordings, photographs, or video footage, including but not limited to claims for invasion of privacy or misrepresentation.

Third Party Software

I acknowledge that the City may utilize third party service providers to provide online resources that will be used as part of the program and that such third-party service providers may collect information from me and my child. If I am the parent or legal guardian of a participating child, I approve my child's use of the software applications under the terms provided by the software application provider, and I agree (1) to create my own personal software application account or (2) download my own copy of the software applicable for such purposes. I agree to supervise my child's use of such software application to the extent appropriate. I further agree that the city shall not be responsible nor liable for the performance of such software applications, nor for the actions of the software provider(s). It is recommended that you review any third-party provider's privacy policy before you download or access third party software for use as part of this program.

The third-party service provider(s) used by the City are Zoom

SIGNATURES

If I am a program participant, by my signature below I certify that I am 18 years of age or older, I have read the above terms, and I execute this consent and authorization form with full knowledge of its significance.

Signature: _____ Date: _____

Printed Name: _____

If the program participant is under age 18, a signature of a parent or legal guardian is required.

Signature of Parent/Legal Guardian: _____ Date: _____

Printed Name of Parent/Legal Guardian: _____

Printed Name of Participant: _____



City of Bellevue Parks & Community Services

Virtual Program Participant Guidelines and Expectations

Participants:

Zoom prohibits children under the age of 18 from creating their own accounts. When participating in Bellevue Parks & Community Services-related Zoom sessions, participants must be logged into a parent's account. Parents must be present during a virtual session in which their child is participating. We interpret “present” to mean nearby, not necessarily “sitting next to.”

Bellevue Parks & Community Services-Staff Supervision:

Bellevue Parks & Community Services will provide training for all staff in the proper and secure use of Zoom. In addition to Bellevue Parks & Community Services staff, staff slated to work as contractors of city programs will serve as supervisors and will take the steps to ensure a safe environment during virtual gatherings.

These include:

- Zoom gatherings will be established with recommended security protocols in place.
- Password-protected meeting invitations will be sent to parents, not to participants. Only Bellevue Parks & Community Services staff can enable the recording of any online gathering. *This eliminates the possibility that content from the gathering can be downloaded by other participants and shared externally.*
- At least one Bellevue Parks & Community Services- staff will be present at each Zoom gathering for participant check-in and class monitoring. The instructor whether they are COB staff or a contractor will act as the second monitor involved in running the activity.
- Screen sharing by participants will be disabled. *This eliminates the possibility that campers can inadvertently, or intentionally, share content on their screens with others.*
- Private chats option will be disabled. *This eliminates the risk of any inappropriate conversations taking place during the gathering.*
- City of Bellevue staff will remain in the Zoom meeting until all campers have left the session.
- When technology allows, recordings and chat transcripts will be kept of Zoom sessions. City of Bellevue records retention policy applies to any recordings.

Other Zoom Considerations

During Zoom video/audio conferences, participants will be visible/audible to other participants and Bellevue Parks & Community Services staff. It is also possible that participants may be visible to people in the other participants’ households. If you and/or your child do not wish to share your camera and/or your audio capabilities, you may turn them off and simply attend the online session

as a viewer; however, this may limit your ability to participate, depending on the format of the gathering.

Virtual Programming Conduct

- Be respectful, kind and considerate.
- Please arrive to activities on time and be in a place where there is a minimum of distraction in the background.
- Please be dressed appropriately (e.g. wearing a shirt, no inappropriate language on clothing, etc.)
- Follow the instructions of the staff (e.g. muting, hand raising, etc.)
- HAVE FUN!