



NEW MEMBERS

Summer 2024 Registration Process

Step 1 – Create an Account & Your Child’s Profile

- Parents/guardians must first create an account & build your child’s profile in the online platform.

<https://onlineregistration.bgco.ca/>

If you do not have access to technology, please email kelowna@bgco.ca

Your Child’s Profile – Some information is mandatory to proceed with creating your account/profile registration such as:

- Health Care Card Number
- A recent digital photo of your child
- Doctor of Clinic name and number
- Immunization Record
- Custody Order, (if applicable)
- Primary Contact (Parent or Guardian)
- Secondary Contact
- Emergency Contact
- Consent Form

Step 2 – After you create your account & child’s profile

- Please return to our website and **click on Full Day Summer Childcare Registration to complete the fillable forms**
1. Full Day Summer Child Care Form
 2. Summer 2024 Service Agreement Form



Step 3 – Summer Registration Package

- Once you complete your registration package please send completed forms to the email connected to your program of choice.

Program name	Email contact
Martin Avenue Club	kelowna@bgco.ca
Peachland Club	kelowna@bgco.ca
West Kelowna – Lions Hall	kelowna@bgco.ca
Anne McClymont Club	rutland@bgco.ca
Rutland Club	rutland@bgco.ca
Summerland Club	south@bgco.ca
Penticton Club	south@bgco.ca
Lake Country Club	lakecountry@bgco.ca
North Glenmore Club	lakecountry@bgco.ca
Vernon Club	vernon@bgco.ca
Armstrong Club	vernon@bgco.ca
Alexis Park Club	vernon@bgco.ca
Ellison Club	vernon@bgco.ca

Step 4 – Final Step

- Once our team receives your Summer Registration package, if approved **based on availability**, you will receive a confirmation email along with a, member billing form and parent handbook.
- Please allow our team 5 business days to complete this step
- We look forward to seeing you

You may be eligible for the [Affordable Child Care Benefit! \(ACCB\)](#)

Thank You!
BGC Okanagan Team

