

SUMMER PLAYGROUND

GENERAL INFORMATION

Program is held at Buttonball and Hopewell schools. Hours are Monday-Friday 8:30-3:00. You may attend only at the site and session(s) for which you are registered.

SESSION 1: June 24-July 5 (No Program July 4)
SESSION 2: July 8-19
SESSION 3: July 22-Aug. 2

THE STAFF

Staff includes 6 leaders, college age or older. Ratio of children to staff is 9:1. Head Leader is certified in First Aid/CPR.



THE PROGRAM

To accommodate the large range of ages, children are often broken into smaller age appropriate groups; however some activities are done as an entire group. Each week consists of on-site and off-site activities. On-site activities include arts & crafts, sports & games, special events etc. Off-site activities include swimming and field trips. Transportation is provided by school bus to all off-site activities.

Children will be grouped and assigned to leaders according to age. These groups are for the beginning and end of the day only. If your child is not with a friend in this group, it doesn't mean they will not get to play with that person. There will be activities throughout the day in which they will be able to play with whomever they please.

INCLEMENT WEATHER/EXCESSIVE HEAT

Program has access to shelter in the event of rain. While Playground is held rain or shine, there may be times when we need to cancel an off-site/field trip or swimming activity because of inclement weather. Because of the many activities planned during the week and the limited availability of places we visit, it is usually not possible to reschedule the trip. No refunds will be issued for activities that are canceled. During periods of excessive heat /humidity, send your child with plenty of liquids (water & juice), dressed in appropriate light weight, light color, loose fitting clothing. Be sure they wear sunscreen. We will limit strenuous activity, take frequent breaks and do our best to stay indoors or in shaded areas during the hottest part of the day. Not all school facilities are air conditioned. Please pay attention to the schedule of activities. If you have concerns about your child, please consider keeping them home when high heat/humidity advisories are in effect.

DROP-OFF/PICK-UP

Always greet a Staff member when arriving and picking up your child. You will need to sign your child in and out. If your child will walk/bike to the program you will need to give the Staff a permission note.

Children may not be dropped off before 8:30 a.m. Playground Staff is not available to supervise children before the program opens! We can only guarantee that supervision will be provided beginning at 8:30 a.m.

Please be advised written permission is required when someone other than the Parent/Guardian is to pick up your child. It is important children be picked up promptly at 3:00 p.m. Staff does not have access to a shelter after the school building closes! Also, many have other jobs they need to get to.

LATE PICK-UP FEE

A \$15 late fee will be charged to a Parent/Guardian picking their child up after 3:10 p.m. The Staff member left to wait with your child will be responsible for collecting the fee. Children who have not been picked

up by the time the school building closes may need to be brought to the Parks & Recreation office and/or Glastonbury Police Department.

ATTENDANCE

The schedule varies daily with quite a bit of off-site activity. It is essential you familiarize yourself with the day to day schedule as outlined in the Session Calendar. Always read the Session Calendar carefully!

If you plan to drop-off or pick-up your child at times other than 8:30 a.m. or 3:00 p.m. respectively, advise the Staff in writing in advance to avoid any problems. We may be unable to accommodate these requests on days of off-site/field trip activities.

LUNCH

Children and staff eat lunch together. Please send your child with a nutritious lunch and beverage. Avoid using mayonnaise, as it spoils during the heat of the day. Each site has access to a refrigerator. On field trip days, lunches are transported in a cooler. Send your child's lunch in a paper or soft insulated bag. No lunch boxes please.

PERSONAL BELONGINGS

Children should not bring their personal belongings to Playground. The Parks & Recreation Department and Playground Staff will not be responsible for damage/theft of such items.

SUNSCREEN

Playground Staff are not responsible for applying sunscreen! Please be sure your child comes with a long lasting sunscreen already on and/or is able to apply it his/herself.

PLAYGROUND T-SHIRT

Children will be given a Playground T-Shirt to wear on field trip days. Please be sure to indicate your child's size on the Child Information Form included.

ADDITIONAL FEES

There may be times when Playground Staff ask for additional fees to cover the cost of items for special activities (i.e. pizza, ice cream, picnics etc.) These are always optional and for those who choose to participate.

CHILD INFORMATION FORM

The Child Information/Emergency Consent Form included must be completed and sent with your child on their first day of Playground. Please do not drop the form off at Parks & Recreation, bring it with your child on their first day of Playground.

YOUR CHILD WILL NOT BE ALLOWED TO PARTICIPATE WITHOUT A FORM ON FILE!

HEALTH/MEDICAL CONCERNS

If your child is on medication or requires medication in the event of an emergency (diabetic, food allergy, asthma etc.) you must complete and submit an "Authorization for Administration of Medication" form to the Parks & Recreation Office prior to the start of Playground. You may also be required to provide a written Treatment Plan from your Physician/Allergist with specific instructions of how and when medication is to be given. Forms are available at the Parks & Recreation office or from the website at www.glastonbury-ct.gov.

SPECIAL NEEDS

Please make us aware in writing prior to the start of the program of any special needs your child may have.

FOOD ALLERGIES

Because of food allergies, Playground Staff will enforce strict "No food trading/sharing" rules. Please instruct your child not to touch trade or share food with anyone else!

SESSION CALENDAR

Children will bring home a calendar each session that details trips, special activities, times, etc. Please plan to look for it!

FIRST DAY

Please send your child with a lunch, beverage and the completed Child Information/Emergency Consent Form.

If your child is on medication or requires medication in the event of an emergency (diabetic, food allergy, asthma etc.) you must complete and submit an "Authorization for Administration of Medication" form to the Parks & Recreation Office prior to the start of Playground.

If your playground is scheduled to swim on the first day of the session you attend, remember to send a bathing suit, towel and sunscreen.

APPROPRIATE BEHAVIOR

Safety, respect of others, and a positive experience are our most important priorities. Our first step in preventing inappropriate behavior is to set clear limits as to what is expected at Playground.

Each session, Staff will discuss the Playground Rules, the reasons for them and the consequences if they are not adhered to. We will attempt to redirect inappropriate behavior; however, situations may still occur. If a problem continues, the Head Leader, Leader and/or the Playground Director will discuss the situation with you and attempt to come to some solution.

Written Behavior Forms may also be sent home with the child. These will need to be signed and returned by the Parent/Guardian so that we know the behavior has been discussed with the child. While it is not our intent to discourage participation because of behavior problems, we are limited as to what we may be able to do to work with you to improve the situation. In cases where there is no marked improvement, the child may be asked to stay home for a day, miss a field trip and/or be removed from the program.

BULLYING BEHAVIOR THAT IS HARMFUL TO THE SAFETY OF OTHER CHILDREN AND/OR STAFF WILL NOT BE TOLERATED.

Please talk with your child daily to be sure he/she is having a positive experience. Encourage them to bring problems to the attention of a Staff member as soon as they occur. You should inform the Head Leader of any problem your child may be experiencing at Playground.

THE SCHEDULE

The schedule varies daily with quite a bit of off-site activity. It is essential you familiarize yourself with the day to day schedule as outlined on the Session Calendar. Always read the Session Calendar carefully!

SWIMMING

Children will swim at Eastbury Pond and Grange Pool each session. All swimming is weather permitted! Certified Lifeguards help to ensure safety with the support of the Playground staff. As an extra precaution, a "Buddy System" is used to conduct safety checks.

Wristbands are used to identify Playground children and their swimming ability. Please be sure to indicate your child's swimming ability on the Child Information Form included. If the information is

left blank, the child will be considered a non-swimmer and restricted to the non-swimmer area only.

All non-swimmers swim in a designated non-swimmer area at Eastbury that is 3-3 ½ feet in depth. At Grange Pool they will be allowed in the Kiddie Pool only which is less than 1 foot in depth.

OFF-SITE ACTIVITIES/FIELD TRIPS

Off-site and field trip activities will vary week to week. Admission fees are included as part of your registration fee; however, any additional "spending money" is the responsibility of the Parent/Child.

Always refer to the Session Calendar for off-site/fieldtrip information. There will often be special instructions regarding the trip, like what to bring etc.

During off-site field trips, all staff attend with the children. If you do not want your child to participate in a trip, do not send them on that day as there will be no supervision available.

THE FOLLOWING FIELD TRIPS & SPECIAL EVENTS PLANNED TO DATE FOR EACH SESSION (SUBJECT TO CHANGE)

SESSION 1 (June 24-July 5):

Detailed information for trips and special events will be included on the Session Calendar

Campardy Games @ Buttonball
Bowl-O-Rama
Mystic Seaport
Water Slide Beach Party @ Riverfront Park
Eastbury Pond
Grange Pool

SESSION 2 (July 8-19):

Detailed information for trips and special events will be included on the Session Calendar

Science Tellers Performance
Quassy Amusement Park-Middlebury
Cave Hill Resort - Moodus
Silver Lanes Bowling & Laser Tag
Launch-Hartford
Eastbury Pond
Grange Pool

SESSION 3 (July 12-Aug. 2):

Detailed information for trips and special events will be included on the Session Calendar

Wild & Crazy Game Show
CT Sun Basketball Game @ Mohegan Sun
Connecticut Science Center
Bowl-O-Rama
Movie at Cinemark
Lake Compounce
JB Williams Park
Eastbury Pond
Grange Pool



BUTTONBALL PLAYGROUND

List of Field Trips/Special Events planned to date (SUBJECT TO CHANGE!)

Session 1	June 24-July 5	Time
Mon., June 24	WELCOME!	
Tues., June 25	Grange Pool	10:15-12:15
Wed., June 26	Campardy Games	11:00-2:00
Thurs., June 27	Bowl-O-Rama-Newington	10:00-12:00
Fri., June 28	Eastbury Pond	10:00-12:00
Mon., July 1	Mystic Seaport-Mystic	
Tues., July 2	Grange Pool	10:15-12:15
Wed., July 3	Waterslide at Riverfront Park	10:00-12:00
Fri., July 5	Eastbury Pond	12:30-2:30

Session 2	July 8-19	Time
Mon., July 8	Science Tellers	1:00-2:00
Tues., July 9	Grange Pool	12:30-2:30
Wed., July 10	Quassy Amusement Park	11:00-1:30
Thurs., July 11	Cave Hill Resort-Moodus	10:00-1:30
Fri., July 12	Eastbury Pond	10:30-12:30
Mon., July 15	Silver Lanes - East Hartford	9:30-1:00
Tues., July 16	Grange Pool	10:15-12:15
Wed., July 17	Launch Trampoline - Hartford	10:00-12:00
Thurs., July 18	TBA	
Fri., July 19	Eastbury Pond	12:30-2:30

Session 3	July 22-Aug. 2	Time
Mon., July 22	Wild Crazy Game Show	10:00-12:00
Tues., July 23	Grange Pool	10:15-12:15
Wed., July 24	CT Sun Basketball Game	11:30-2:00
Thurs. July 25	CT Science Center	10:00-2:00
Fri., July 26	Eastbury Pond	10:00-12:00
Mon., July 29	Bowl-O-Rama	10:00-12:00
Tues., July 30	Grange Pool	10:15-12:15
Wed., July 31	Movie-Cinemark Buckland	TBA
Thurs., Aug. 1	Lake Compounce	11:00-2:45
Fri., Aug. 2	J.B. Williams	11:00-2:00



HOPEWELL PLAYGROUND

List of Field Trips/Special Events planned to date (SUBJECT TO CHANGE!)

Session 1	June 24-July 5	Time
Mon., June 24	WELCOME!	
Tues., June 25	Grange Pool	10:15-12:15
Wed., June 26	Campardy @ Buttonball	11:00-2:00
Thurs., June 27	Bowl-O-Rama-Newington	10:00-12:00
Fri., June 28	Eastbury Pond	12:30-2:30
Mon., July 1	Mystic Seaport-Mystic	
Tues., July 2	Grange Pool	10:15-12:15
Wed., July 3	Waterslide at Riverfront Park	10:00-12:00
Fri., July 5	Eastbury Pond	10:00-12:00

Session 2	July 8-19	Time
Mon., July 8	Science Tellers @ Buttonball	1:00-2:00
Tues., July 9	Grange Pool	10:15-12:15
Wed., July 10	Quassy Amusement Park	11:00-1:30
Thurs., July 11	Cave Hill Resort-Moodus	10:00-1:30
Fri., July 12	Eastbury Pond	12:30-2:30
Mon., July 15	Silver Lanes - East Hartford	9:30-1:00
Tues., July 16	Grange Pool	10:15-12:15
Wed., July 17	Launch Trampoline - Hartford	10:00-12:00
Thurs., July 18	TBA	
Fri., July 19	Eastbury Pond	10:30-12:30

Session 3	July 22-Aug. 2	Time
Mon., July 22	Game Show @ Buttonball	10:00-12:00
Tues., July 23	Grange Pool	12:30-2:30
Wed., July 24	CT Sun Basketball Game	11:30-2:00
Thurs. July 25	CT Science Center	10:00-2:00
Fri., July 26	Eastbury Pond	12:30-2:30
Mon., July 29	Bowl-O-Rama	10:00-12:00
Tues., July 30	Grange Pool	12:30-2:30
Wed., July 31	Movie-Cinemark Buckland	TBA
Thurs., Aug. 1	Lake Compounce	11:00-2:45
Fri., Aug. 2	J.B. Williams	11:00-2:00



GLASTONBURY PARKS AND RECREATION DEPARTMENT
SUMMER PLAYGROUND PROGRAM
CHILD INFORMATION/EMERGENCY CONSENT FORM

This form will provide Parks & Recreation staff with the information needed to care for your child in the event of an emergency. For your child's safety and protection, it **MUST** be completed and returned with him/her on their first day of attendance at the program.

ANY CHILD THAT ARRIVES WITHOUT A COMPLETED FORM WILL BE SENT HOME. THEY MAY RETURN WHEN THE FORM IS COMPLETED AND ON FILE.

CHILD INFORMATION

Child's Name _____ Date of Birth _____

Address: _____ Home Phone _____

Session(s) Child Will Attend:	Session 1:	June 24-July 5 (no program July 4)	_____
	Session 2:	July 8-19	_____
	Session 3:	July 22-Aug. 2	_____

Child's T-Shirt Size:	YOUTH:	Medium (10-12)	_____	ADULT: Small	_____
	YOUTH:	Large (14-16)	_____	ADULT: Medium	_____
				ADULT: Large	_____

PARENT/GUARDIAN INFORMATION

Please provide us the name of the Parent/Guardian and where they may be **REACHED** during the program hours in case of a problem and/or emergency.

1) Mother/Guardian _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

2) Father/Guardian _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

SPECIAL NEEDS

In order to better accommodate your child, please make us aware of any special needs he/she may have. Please see the Playground Head Leader to discuss any concerns you may have. (Note: The Parks & Recreation Department should be notified **IN ADVANCE** if your child will require any special accommodations)

OTHER INFORMATION

Use this space for any additional information that you feel might be helpful to the staff working with your child.

(CONTINUED ON BACK)

CHILD'S NAME _____

SWIMMING INFORMATION

Participation in the Playground program includes swimming at Eastbury Pond and Grange Pool. Wristbands are used to identify playground participants and their swimming abilities.

You must indicate your child's swimming ability. If nothing is checked, the child will automatically be placed in the non-swimmer group – NO EXCEPTIONS!

Non Swimmer: _____
(Orange Wristband)

Non-swimmers are allowed to swim in designated **Non Swimmer areas only!**
(The Eastbury area is 3-3 1/2' deep; the Grange Wading Pool is less than 1' deep)

If you want your child to be able to swim in the 4 ft. deep area of the large pool at Grange instead of the Wading Pool please initial here _____.

Shallow Water Swimmer: _____
(Purple Wristband)

Shallow water Swimmers are allowed to swim in the area where water is up to 4' deep. **Child will not be allowed in the Deep Water Swimmer area.**

Deep Water Swimmer: _____
(Green Wristband)

Child should be Red Cross Level 3 or similar with the ability to submerge completely underwater, jump into deep water, swim 15 yards with face in the water, tread water and/or float for 30 seconds, and swim back 15 yards. **Deeper water at Eastbury Pond is between 4-8 feet deep; at Grange Pool it is 5-9 feet deep.**

EMERGENCY STATEMENT

If in the opinion of the Parks & Recreation program Staff, emergency transportation to a hospital is required, 911 will be called. Should emergency transportation to a hospital be required, it will be coordinated by Emergency Medical Services (EMS). Parents/Guardians will be notified by the numbers provided under the "Parent/Guardian Information" on the front of this form, as soon as possible. If a child is transported by ambulance, a staff member will accompany them until a Parent/Guardian arrives at the hospital.

MEDICATION AT CAMP

If your child is on any medication or requires medication in the event of an emergency (i.e. food allergy, asthma etc.) **YOU** must obtain and complete an **Authorization For Administration of Medication** form **prior to the start of the program**. Forms are available at Parks & Recreation Office or from our website (www.glastonbury-ct.gov) Click parks & recreation website, downloadable forms, medication).

Does your child required medication at camp? Yes No

MEDICAL INFORMATION

This information is needed to care for your child in the event of an emergency

Medical History: _____

Known Allergies: _____

All Medications Currently Taking: _____
(Include Medications taken at home)

EMERGENCY/OTHER CONTACTS

Please provide us the name of person(s) you want us to contact in the event the Parent/Guardian cannot be reached. Every effort will be made to contact parent/Guardians first but if you cannot be reached the following will be contacted. Be sure to provide phone numbers where the people may be **REACHED** during the day.

Name: _____ Home Phone: _____ Cell Phone: _____

Relationship to Child: _____ Day Phone: _____

In an emergency, I give permission for the above person to assume temporary care and to provide transportation for my child if we, the Parent/Guardian(s) cannot be notified. Yes No

Name: _____ Home Phone: _____ Cell Phone: _____

Relationship to Child: _____ Day Phone: _____

In an emergency, I give permission for the above person to assume temporary care and to provide transportation for my child if we, the Parent/Guardian(s) cannot be notified. Yes No

Name: _____ Relationship: _____

Signature: _____ Date: _____