

Check Grade Location: Roosevelt 1-4 LMS 5-8

BOARD OF RECREATION - SUMMER REC PROGRAM 2016

Pre-Registration Form

(Pre-registration closes June 20)

Please Print Clearly

Child's Name (Last Name, First): _____

Parents' name: Mother _____ / Father _____

Home Phone Number: _____

Parent's cell phone numbers:

Mother _____ Father _____

Email address _____

Home Address: _____

Address verified: _____ (HAWTHORNE RESIDENCY IS MANDATORY)

Emergency Contact (Last Name, First): _____

Emergency Contact Phone Number: _____

School attended: _____

Grade level of child in **Sept. 2016**: _____

Allergies/medical conditions: _____

\$80.00 per session: Please make check payable to **BORO OF HAWTHORNE**.
\$40.00 per individual week:

SESSION ONE:

Tuesday, June 21 - 24

June 27 - July 1

July 5 - 8 (No Rec July 4th)

SESSION TWO:

July 11 - 15

July 18 - 22

July 25 - 29

Payment method:

Check# _____ Cash Receipt# _____

Registration Date _____

ALL-PURPOSE REC TRIP PERMISSION FORM

The Board of Recreation's goal is to provide as many worthwhile activities as circumstances will permit. The Board of Recreation wants the assurance that your child is engaging in the Summer Recreation program with the consent of his/her parent or guardian. Neither the Board of Recreation, nor the Recreation Directors, will be held responsible in the case of injuries or accident, should they occur.

If under these conditions you wish your child to enjoy the benefits of the activities mentioned below please sign and return.

This is to certify that I permit (child's name) _____ to engage in any Summer Recreation activity if he/she so desires. I also grant permission for any necessary travel to an activity by bus or otherwise. The Board of Recreation, Recreation Directors, or other staff members are not to be held responsible for injuries or accidents that may occur.

Parent/Guardian Signature: *(print then sign)*

Please print name above: _____ **Date:** _____

Please Initial _____ * I understand that my child must be on time and have the proper amount of money, in exact change, for each listed field trip.

Please Initial _____ * I understand that my child must wear the Rec t-shirt for trips.

Trips: Bowling Lanes, Hawthorne Movie Theater Ice Vault Skating Rink

RECREATION PHOTO POLICY

Please be advised that all participants involved in any recreation program or special event are subject to being photographed. The Borough of Hawthorne may use these photographs without any obligation to provide compensation to those featured.

Please Initial _____

SUMMER RECREATION DROP-OFF AND PICK-UP POLICIES:

Normal Rec program hours are 8:30 AM – 1:00 PM *SHARP*.

If a child is not picked up by 1:00 PM, the following steps will be taken:

- 1st Occurrence - verbal warning
- 2nd Occurrence - written warning
- 3rd Occurrence - Late Pickup Charge \$5.00 | Late pick-up fees must be paid to staff at time of pick up. When payment is made a written receipt will be given. Your child will not be allowed back into the Rec program until this charge is paid.

Please Initial _____

DISCIPLINARY ACTION PROCEDURE

If an infraction of the Rec program rules occurs, it will be documented in the Rec program discipline log and communicated to the parents. After a third minor violation (strike), the child will be sent home from the Rec program and or suspended from attending the Rec program for the following days (including trip days).

*The Rec Program Director's judgment will determine the length of time a child will be suspended from the program. In the case of, multiple infractions or any type of physical violence/ bullying, the action will be considered a major disciplinary violation, subject to the above policy.

Please Initial _____

FIRST AID

For your child's safety, our directors and assistant directors are currently certified in Basic First Aid and Community C.P.R. The Summer Rec Program stocks medical supplies (i.e., band aids, gauze, adhesive tape, antiseptic, sting relief, ice packs, tweezers, antiseptic wipes). The Hawthorne Volunteer Ambulance Corps will attend to any medical need that is beyond basic first aid.

*Parents will be notified of any injury your child sustains at the Summer Rec Program and has been attended to for first aid purposes. No medication can be administered/handled by Summer Rec personnel; therefore, please DO NOT send your child to the Summer Rec with any type of medication.

Please Initial _____

FOOTWEAR

Children are to wear covered athletic shoes while at the Summer Rec Program (laced sneakers, slip on sneakers or other covered footwear with covered heels).

Open shoes (flip flops, sandals) **may not be worn** for safety purposes. Shoes with wheels in them (Heelys), roller blades, or any other type of wheeled footwear are not to be worn at Summer Rec.

Please Initial _____

PERSONAL ITEMS

The Summer Rec Program cannot be held responsible for any personal belongings that are brought to Rec (including cell phones, iPods, Gameboys, sports equipment, Pokémon /Yu-Gi-Oh Cards, jewelry, etc). Hoverboard use will not be permitted.

A Lost and Found area will be maintained in the cafeteria area. This area should be checked on a regular basis. Any items not claimed by the end of Summer Rec Session II will be donated to charity or thrown away.

Any cell phone calls made by a child must be made in the presence of the Rec Program Director or Assistant Director

Please Initial _____

WALKING HOME POLICY

I hereby give permission for my child to walk home from Rec. With this permission, children may dismiss themselves from the Rec location at any time during the day. Be advised, there is no reentry once a child has signed out for the day.

Please Initial _____

NUT ALLERGIES

In compliance with the Hawthorne School District policy for nut allergies, the Summer Rec program is a nut-free environment.

Please Initial _____

SCHOOL BUILDING SECURITY

In compliance with the Hawthorne School District policy for school building security, parents, guardians, caregivers, older siblings, etc. (ANYONE NOT ATTENDING OR EMPLOYED BY REC) are NOT permitted to enter the school. If you arrive before the scheduled line-up for dismissal, contact a Rec staff member to assist you.

Please Initial _____

MANDATORY FIELD TRIP TRANSPORTATION

To attend any and all field trips for the Hawthorne Summer Recreation program, children **MUST** take the provided transportation (via bus or walking) to and from the trip location. If, for any reason, your child cannot stay on the field trip for the entire time, do **NOT** send them on the trip that day. Field trips are not mandatory; however, using the provided transportation both ways is mandatory.

Please Initial _____

NON-RESIDENT REGISTRATION

Non-resident children found to be enrolled in Summer Rec will be removed from the program with no refund granted. Additional penalties may apply.

Please Initial _____

REFUND POLICY

A request for refund due to personal reasons must be made in writing 5 business days **BEFORE** the program begins. Refunds will **NOT be issued once the program starts.** There will be NO cash refunds. Refunds will be by check and paid according to the Recreation Department bill-paying schedule through the mail.

Please Initial _____

Respectfully,
Jayne Ten Kate
Board of Recreation
Director/Secretary