



# EAST MANCHESTER TWP & MANCHESTER BORO

SUMMER PLAYGROUND - REGISTRATION NEWSLETTER



## PROGRAM INFO:

- Playground will be Monday through Friday, 9AM to 12PM, unless otherwise noted. Participants should not be dropped off before 9AM, as they will not be supervised.
- Participants should be picked up promptly at 12PM, **no exceptions. If a child is picked up late three (3) times, the directors have the right to remove the child from the program.**
- **Playground will be closed on days with steady/heavy rain. It will be posted on our website: [www.manchesterplayground.com](http://www.manchesterplayground.com) by 8:30am. Additional information can be found there as well. Like us on Facebook – [www.facebook.com/manchesterplayground](http://www.facebook.com/manchesterplayground)**
- Wednesday will be water day, weather permitting. Please, send a towel, with child's name on it.
- Please send a water/drink bottle, with child's name on it, along with him/her each day.
- We are using a point system to encourage participation. Children will receive points for attendance, participating in the activities and helping out. Prizes will be awarded to the top points winners.
- **For the safety of all participants, the playground staff must receive full disclosure on each child, including specific illnesses, syndromes, etc. Additionally, if an assistant or aide will accompany the participant to playground, the staff must receive copies of all medical or academic paperwork stating such need. If the child's plan allows for items or requirements outside our standard rules, we must receive advance notice and provide permission.**

## SITE INFO:

- Summer playground activities are conducted at the Manchester Community Park, on Liverpool St.
- Please note that the cow pasture and ball field are off limits.

## REGISTRANT INFO:

- All participants must be registered with a completed form on file.
- Participants **may not** bring unregistered guests with them to playground.
- All participants are to be between the ages of 6 and 12 at the start of playground.
- Anyone ages 13 to 15 must be registered as a Junior Volunteer.
- Anyone ages 16 to 18 must be registered as a Volunteer.
- Anyone under the age of 6 will not be allowed to register or participate.
- **\*\*IMPORTANT\*\*** Anyone leaving before NOON must bring a written note signed by their parent/guardian. **Emergency contacts will be called if a child leaves the park without written permission, regardless of whether or not they signed in for attendance.**

## **FIRST AID INFO:**

- No medication can be dispensed by playground employees.
- In the event that medical care would be needed, notification will be conducted in the order listed on their registration form.

## **FIELD TRIP / SPECIAL EVENTS INFO:**

- Various afternoon activities are scheduled around the region. Please note that **we do NOT provide transportation** to or from these events. We will meet at the event, at the scheduled time. Parents are invited to stay and take advantage of the group rates.
- More information will be provided closer to the events.
- Permission slips for special events are mandatory and must be handed in prior to event.
- Money will not be collected prior to the event. Children will be responsible for their own money.

## **BEHAVIORAL EXPECTATIONS:**

1. All participants must be registered.
2. Show respect for yourself and the rights of others.
3. Follow staff instructions.
4. There is no eating, drinking, or wet children allowed in the building.
5. Use equipment properly and share with others.
6. All participants are responsible for returning equipment and cleaning up at the end of each day.
7. Participants must stay on the premises unless departure is arranged between parent and staff (in writing).
8. Bikes must stay parked in the bike rack.
9. Participants who show disregard for the rules and safety may be expelled from the program.
10. Fees paid for registration, field trips, etc. are non-refundable.
11. “Zero tolerance” policy is in effect concerning weapons, drugs and alcohol.  
First offense will result in expulsion from program and forfeiture of fees.
12. The parent/guardian must provide the directors with written permission if the child is to go home with another family or adult that day.

**First Strike**—non-compliance after a verbal warning results in an age appropriate time out.

**Second Strike**—continued non-compliance or a serious offense results in director parental contact.

**Third Strike**—continued non-compliance or extremely serious offense results in director formally expelling participant from program and forfeiture of fees.

