



Blue Mountain Recreation Commission



2024

Summer Playground Program

Parent Handbook

Blue Mountain Recreation Commission
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Dear Parents,

Thank you for your interest and participation in our Summer Playground Program. The program is operated and administered by the Blue Mountain Recreation Commission, which is solely responsible for the program content and management. The program itself is not self supporting and is subsidized by the taxpayers of the Boroughs and Townships that comprise the Commission.

The goal of this program is to provide safe, exciting, fun filled summer activities at local sites for children between the ages of 8 and 13 years old. We wish to give the children an experience that will allow them to develop their creativity and individuality while under supervision.

We urge you to read this manual carefully and ask that you contact us should you have any questions or concerns. We are looking forward to working with you and your children for a fun and safe summer!

Sincerely,
Melissa Kull
Program Director

2024 Playground Sites

Cressona: The Grove Recreation Area

Orwigsburg: Albright's Woods Recreation Area

Friedensburg: Wayne Township Recreation Area



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Playground Program Information

The 2024 Summer Playground Program will be held for eight (8) weeks, beginning Monday, June 17th and continuing through Friday, August 9th. The program will be held Monday through Friday from 9:30 am to 3:30 pm. There will be no playground program on Thursday, July 4th or Friday, July 5th.

Our program is open to children who are at least eight (8) years of age, (by June 17, 2023) but are not over the age of 13 years old.

Fees are as indicated below (includes all 8 weeks of program - excluding trips):

	Blue Mt. Residents	Non-Residents
One Child	\$175.00	\$262.50
Two Children	\$310.00	\$465.50
Three Children	\$435.00	\$652.50
Four or more: each adds:	\$115.00/child	\$172.50/child

NOTE: Online registration will be available until Monday, June 10 @ noon. In person registration will continue to be available at "Meet the Staff" nights to be scheduled during the week of June 10-14.

After June 17, all registrations will have to take place in the Recreation Office.

All fees must be paid at the time of registration unless other payment arrangements are made with Program Staff, including t-shirt fees. A T-shirt will be required for each registered child to be worn on field trips and can be purchased for \$8 (incremental increases for plus sizes) ***NOTE: Playground t-shirts from 2023 may be worn for trips (they're the same shirt).***

Children must have a shirt to attend off-site trips! NO EXCEPTIONS!!

On the following pages are the Playground Program Guidelines, Rules & Regulations, Discipline policy and other pertinent information. Please review these materials closely.

Playground Program Guidelines

Playgrounds open at 9:30 a.m. and close promptly at 3:30 p.m., Monday through Friday, as weather permits. Please do not send or drop off children before the staff arrives in the morning. It is critical that parents pick up their children on time. The staff will not continuously wait for parents who are late picking up their children.

Children must be ages 8-13 to participate in the playground program.

The playground program is designed to provide children with organized activities in the local communities over the summer break from school. **This program is not a babysitting service.** With large children to staff ratios, parents must realize that only general supervision can be provided. The leaders are present to lead the children in games, crafts, organized sports, and provide supervision for these activities. You, as the parent, are best equipped to judge if your child is ready for this type of supervision.

A variety of sporting goods, games, equipment and arts & craft supplies will be provided to each site for use by the children. An organized schedule will be planned by the leaders to allow the children a variety of activities each day. The Recreation Office will also plan group trips throughout the summer. **Trips are optional and have an additional cost. Playground T-shirts must be worn on trip days for the children to be allowed on the buses.**

Restrooms are open at each site. Please instruct your child to respect the facilities at their playground and utilize them for their intended use. Writing on tables, littering, vandalizing toilets or breaking equipment won't be allowed. Your tax dollars maintain our playground sites and groups other than ours utilize the facilities, so children are expected to be respectful of the property and community members. Emphasize to your child the need to keep the sites clean and vandalism free.

The playground program is designed to provide children the opportunity to enjoy themselves through the constructive use of public facilities. This can only be accomplished with cooperation between the Recreation Staff, parents and the children. When parents explain the importance of the rules and how essential it is to cooperate with the leaders, it creates a safer environment for the children and decreases the number of accidents, injuries and problems on sites.

Parents need to discuss guidelines and set limits for their children on playgrounds. With your help and cooperation, your children can get the most out of a summer program full of fun and enjoyment in a healthy outdoor environment.

Make sure your child is prepared by sending them with insect repellent, sun screen, lunch and plenty of the proper fluids, such as water. Carbonated soda is not a proper fluid for quenching thirst on a hot day. Send them prepared and with the understanding that they are the key as to whether the staff spends their time working on activities for the children or dealing with problems. Help us maximize the enjoyment they get from the program.

Parents are encouraged to meet their local playground leaders. You are placing your children in their care. To facilitate this, we will be conducting "Meet the Staff" nights at each site in the week prior to the beginning of the program. You will have the opportunity to ask questions and receive feedback from staff and leadership along with completing any last minute paperwork.

Parents who do not want their children to leave their playground site SHOULD NOT sign the "Permission to Leave Site" form found at the end of this packet. These parents should also instruct their children that they are not to leave the site. The leaders will attempt to keep these children on site; however, if the children leave without telling their leaders, the staff will notify the parents, and/or local police. This will be considered a safety and disciplinary matter. **Please note: Playground leaders CANNOT leave the playground to search for missing children.**

Each parent is responsible to be on time to pick up their children at the end of each day and upon return from field trips. Playground staff's shifts end promptly at 3:30 p.m. Parents must plan to be on site by then. On field trip days, we do our best to have the children back as close to the scheduled time as possible, but we cannot have small children waiting for extended periods, so we will always estimate the earliest return time and expect parents to be on site at that time. Individuals who repeatedly are late picking up children will forfeit their children's privileges.

Playground Rules & Regulations

1. Rules will vary between sites due to local municipality guidelines on the use of their facilities. However, **basic rules of conduct are expected from the children if they want to participate in the program.** These rules are designed to safeguard the children and protect the facilities of the municipality.
2. **Each site will have a designated area of use.** The staff will point out to the children the boundaries for their particular site. The children are expected to remain within these boundaries while participating in playground activities. Failure to remain within the boundaries can result in disciplinary action.
3. **Children riding bikes to playground will be given a designated area to park their bikes at the playground.** Riding bikes within the playground use area can be dangerous and create a hazard for those children playing on the site.
4. **Common sense rules are enforced at all playground sites.** Throwing rocks, vandalizing the facilities including: bathrooms, tables, pavilions, shelters, playground equipment, etc. will not be tolerated. Children caught destroying property on site or in proximity will be referred to the local law enforcement officials, who will have the authority to take legal action as they see fit.
5. **Children are expected to follow the instructions and guidance of the playground leaders.** Bad manners, abusive language, fighting, taunting or bullying other children and deliberate disruption of activities will result in disciplinary action. The staff is present to provide activities for the benefit of the majority and those few children who see fit to create problems can lose their recreation privileges for the summer or longer.

6. Each playground site is provided a variety of equipment, games and arts and craft supplies for the children to use. We anticipate some damage through normal use, during the program. However, **inappropriate use or deliberate abuse of the equipment and supplies cannot be allowed.** The children must take care of the materials on site by using these items for their designated use.

Discipline Policy

The children must be capable of understanding the rules and following the directions of the leaders for their safety. Horseplay, foul or abusive language, fighting, bullying or any disruptive behavior will not be permitted. Any child who continuously attempts to disrupt the playground program will lose their privileges and be sent home.

Blue Mountain Recreation Commission uses a standardized method of progressive discipline across all programs:

First Offense - verbal warning on site

Second Offense - written disciplinary report requiring parents signature

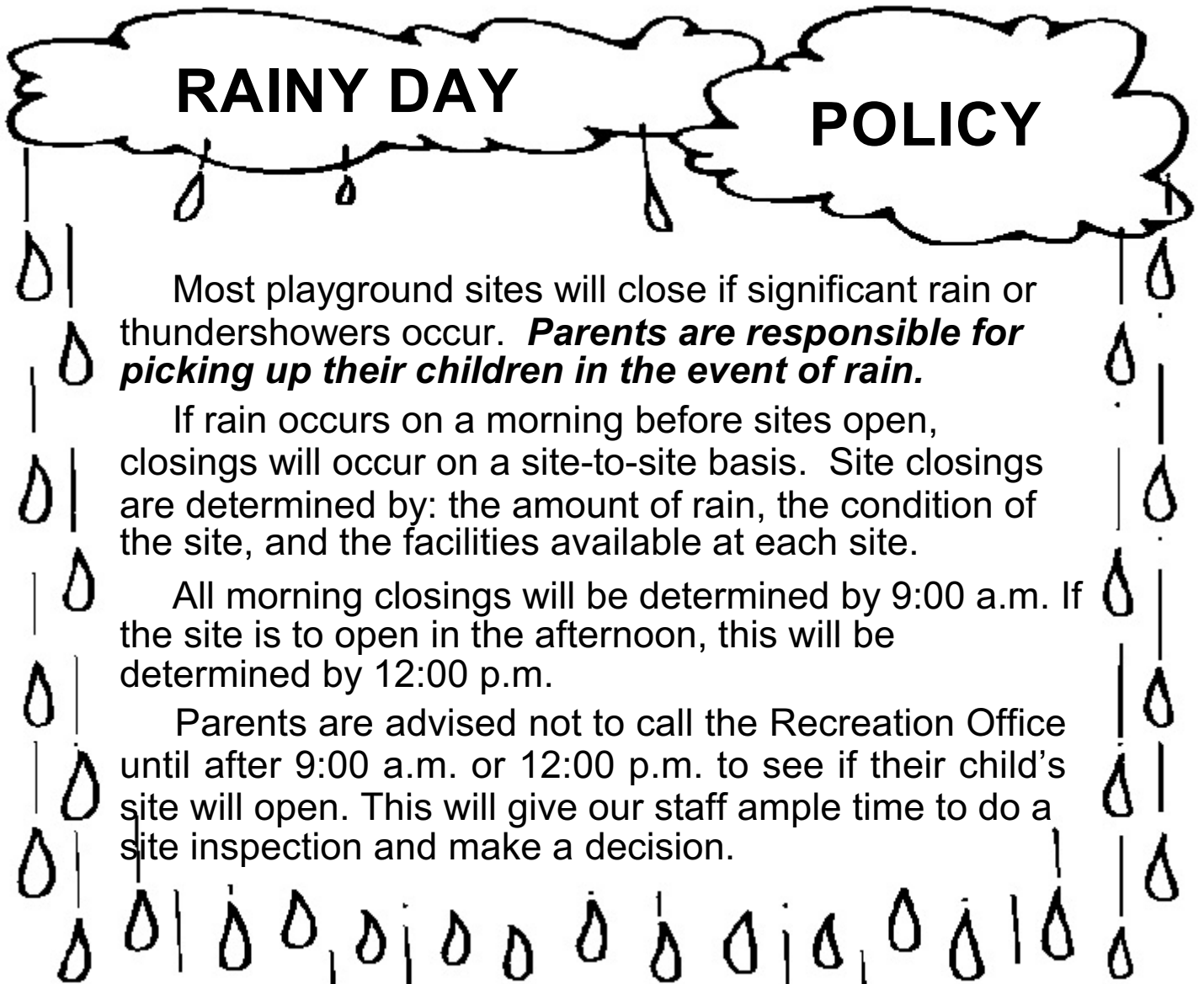
Third Offense - second written report requiring meeting with Program Directors

Note: Some actions taken by the children call for immediate attention which may require a suspension of multiple days away from the program.

The following are some examples: willful physical fighting; cursing at other children or staff members; possession of a weapon, tobacco, alcohol, or drug paraphernalia; destruction of recreation, school or community property purposely; starting fires; inappropriate displays of affection; and intentional disregard for authority, etc.

If necessary, and at the discretion of the Program Director, your child may be removed from the Playground Program for behavior/disciplinary actions.

****Students suspended or removed from the program for behavioral reasons are not eligible for refunds on program or trip fees****



Health/Emergency Accident Policy

Parents are advised to send their children to the playground sites prepared. All sites are outdoors and the children are exposed to a variety of conditions relating to insects, heat, the sun, and in some cases, poisonous plants, such as poison ivy, etc. Advise staff of any allergies or special conditions when registering your child, so that they can safeguard your child if an accident occurs. Staff members are trained in First Aid & C.P.R. Sunscreen, water bottles, lunches, snacks, a hat and a sweatshirt are items to send with your child, depending upon the weather. Advise them to stay out of the woods if their site has poison ivy and they are allergic.

The Blue Mountain Recreation Commission and the Boroughs and Townships carry no medical insurance on participants. Participants must rely on their own insurance.

Any child exhibiting signs of illness will be isolated and tended to. Staff will notify parents and parents will be asked to pick up their child immediately. Situations involving care beyond first aid may require that a staff member accompany a child by ambulance to the emergency room of the nearest local hospital, while another notifies parents.

PLEASE NOTE: Medications will not be dispensed by staff members nor will participants be permitted to take medications during the program. This includes ear and eye drops. Inhalers & Epi-pens will be held (if provided by parent), but the child must be trained to administer this medication on his/her own. Exceptions may be made on a case to case basis.



Personal Item Policy

What your child should bring everyday:

- ◆ Sneakers: It is important that your child wear sneakers or other sturdy footwear everyday. Children attending with improper footwear will be asked to call home and retrieve safer shoes.
- ◆ Packed lunch/snacks with plenty of drinks: Lunches should be packed in insulated coolers/lunch boxes or should include an ice pack to keep food/drink cool. Please assure your child will have enough drink to last the entire day.
- ◆ Sun screen & insect repellent: Children will be encouraged by leaders to wear & reapply sun screen and insect repellent throughout the day. Please speak with your child about the importance of sun safety. Note that most sites have wooded areas. Insect repellents that also include protection from ticks would be beneficial for your child.

What your child should leave at home:

- ◆ All electronics: Video Game Devices, iPads, tablets, iPods, etc.
If your child brings a cell phone:
 - ▶ It can only be used to contact parents or for emergencies.
 - ▶ It must be kept in a backpack or lunchbox
 - ▶ Blue Mountain Recreation Commission will not be
- ◆ Any toys/items that you wouldn't want shared with the entire group. **BMRC is not responsible for items brought to playground and lost or broken.**

Please keep in mind that ALL ITEMS your child brings with him/her should have his/her name on/in it (i.e.: lunch box, hat/cap, glove, sun screen, etc)

Visitor Policy

Families who have out-of-town children visiting with them for a time period may enroll a child in the playground program according to the following guidelines:

1. A Non-Resident Participation Form must be filled out for the visiting child.
2. Children may participate on a “Visitor” basis for up to two (2) days for no registration fee. If the student is planning to visit on a trip day or another special event day, arrangements for payment must be made with Recreation Office before the day of the trip. Ticket and tshirt must be purchased.
3. Any child participating for more than two (2) days must pay a fee as set up on a case-by-case basis by the Recreation Office Staff. Sponsoring parents must call or come into the office, prior to the child’s desired date, to set up this special fee.

Trip Policy

The playground program will be taking a number of off-site trips this summer. Transportation on school buses will be provided for the majority of the trips with local pick-up points. Trips leaving the district will sometimes have a communal pick-up point due to time constraints. **Trips will carry an additional cost. Playground T-shirts must be worn on trip days for the children to be allowed on the busses. If a child shows up for a trip without their T-shirt, they will not be permitted to attend the trip. NO exceptions will be made to this rule!**

Children must be checked in with a leader from their playground at all times. **Do not just drop off your child and leave.** For each child’s safety, make sure they are placed into the care of a leader before driving away!

Trip registration deadlines will be strictly enforced. All parents will be emailed trip information and should note the deadlines. Specific trip information will be emailed out a few days before each trip. Once the trip deadline passes, you will NOT be able to register your child(ren) online.

BLUE MOUNTAIN RECREATION COMMISSION

PLAYGROUND CODE OF CONDUCT

Parents are responsible for understanding and relaying these on-site expectations to children in our program:

1. BMRC utilizes public spaces to conduct our playground programs. **All participants and families are expected to be respectful in the use of community property.** Littering, vandalism and other destructive behaviors will not be tolerated.
2. All staff, parents, participants and guests will conduct themselves respectfully when interacting within the playground program. **Bullying, disrespect or harassment of any type will be immediately addressed.** Playground staff and participants should set a good example in the communities where we work and play.
3. **Weapons of any kind are not permitted during playground for any reason.** Possession of a weapon during Recreation Commission activities will be treated as seriously as possession of a weapon during school. These items will be immediately confiscated and students will be sent home and suspended. Parents will be notified to retrieve their student and the weapon will be confiscated.
4. **Children participating in playground will be asked to keep electronics, except for cell phones, at home.** Playground program is designed to foster an appreciation for our parks and outdoor spaces, encourage group play and allow for supervised and engaging physical activity. Children will be allowed to access cell phones for communication with family members during playground, but phone privileges will be revoked if problems occur.
5. **Any problems or concerns arising from playground incidents should be addressed with the Playground Supervisor, Program Director or Recreation Director.** The role of our onsite staff is to engage positively with students and parents as much as possible. We will be happy to meet with parents upon request at any time throughout the summer.
6. **Parents acknowledge that students will not be followed or chased by Playground staff if they leave playground site without parent permission.** In the event a student leaves the site without a signed walking pass, staff will reach out to the parent for suggested next steps. If staff cannot reach any emergency contact, local police will be notified that a student has eloped from the program.
7. **Any support staff necessary for the success of your child will be welcome on our sites at all times during program hours.** We strongly support inclusivity and will do all that we can to ensure that children with unique needs are happy and safe in our program. BMRC can not guarantee 1:1 support or supervision during playground to any one child, however, which should be considered at the time of enrollment.
8. **Program Directors and/or Recreation Director reserve the right to remove a student from any Recreation programming due to behavior or other infractions at any time.** Our goal is to provide a program that is safe and fun for all our kids. If the behavior of one or a few students interferes with our ability to provide that, those behaviors will be handled promptly. Students who are suspended and/or removed from the program for behavioral concerns will not be refunded trip or registration fees.
9. **Repeated suspension or expulsion from any Recreation Commission program may affect a child's ability to enroll in future Rec programming** at the discretion of administrative personnel.
10. Playground management and staff work many weeks to plan field trips with a mind toward supervision and safety. For this reason, **the registration deadlines for all field trips will be strictly enforced and most trip fees will be non-refundable.** Please keep this in mind when

enrolling.

EMERGENCY CONTACT PARENTAL CONSENT FORM

55 PA CODE CHAPTERS 3270.124(a)(b), 3270.181 & 182, 3280.124(a)(b), 3280.181 & 182, 3290.124(a)(b), 3290.181 & 182

CHILD'S NAME		BIRTH DATE
ADDRESS		
MOTHER'S NAME/LEGAL GUARDIAN		HOME TELEPHONE NUMBER
E-MAIL ADDRESS		MOBILE TELEPHONE NUMBER
ADDRESS		
BUSINESS NAME		BUSINESS TELEPHONE NUMBER
ADDRESS		
FATHER'S NAME/LEGAL GUARDIAN		HOME TELEPHONE NUMBER
E-MAIL ADDRESS		MOBILE TELEPHONE NUMBER
ADDRESS		
BUSINESS NAME		BUSINESS TELEPHONE NUMBER
ADDRESS		
EMERGENCY CONTACT PERSON(S)	NAME	TELEPHONE NUMBER WHEN CHILD IS IN CARE
PERSON(S) TO WHOM CHILD MAY BE RELEASED	NAME	ADDRESS
NAME OF CHILD'S PHYSICIAN/MEDICAL CARE PROVIDER	TELEPHONE NUMBER	
ADDRESS		
SPECIAL DISABILITIES (IF ANY)	ALLERGIES (INCLUDING MEDICATION REACTIONS)	
MEDICAL OR DIETARY INFORMATION NECESSARY IN AN EMERGENCY SITUATION	MEDICATION, SPECIAL CONDITIONS	
ADDITIONAL INFORMATION ON SPECIAL NEEDS OF CHILD		
HEALTH INSURANCE COVERAGE FOR CHILD OR MEDICAL ASSISTANCE BENEFITS	POLICY NUMBER (REQUIRED)	
PARENTS SIGNATURE IS REQUIRED FOR EACH ITEM BELOW TO INDICATE PARENTAL CONSENT		
OBTAINING EMERGENCY MEDICAL CARE	ADMIN. OF MINOR FIRST - AID PROCEDURES	
WALKS AND TRIPS	SWIMMING	
TRANSPORTATION BY THE FACILITY	WADING	

PERIODIC REVIEW

SIGNATURE OF PARENT OR GUARDIAN

DATE

SIGNATURE OF PARENT OR GUARDIAN

DATE

PERMISSION TO LEAVE SITE

I give my child permission to leave the playground site during the hours of operation (9:30 a.m.-3:30 p.m.) without supervision. I have provided instruction to my child on what his/her limits are regarding leaving the playground site. **I understand that the Playground or Recreation Commission staff cannot leave the playground site to pursue my child if he/she decides to leave the playground site.**

This freedom exists for, and applies mostly to, older individuals who can handle this level of responsibility. Examples of this include: Kids who may wish to walk home (if they live within walking distance), go get food with a group of friends, go to a friend's house, etc.

By signing this form, I give my child permission to leave site during the hours of operation.

CHILD'S NAME: _____

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN SIGNATURE: _____

DATE OF SIGNING: _____



Bus Pick-up Points

For most of our summer trips, the buses will pick up at or near each playground site as listed below. If this changes, the change will be communicated in pre-trip emails from Program Director:

Cressona:	Entry to Grove
Orwigsburg:	Albright's Woods parking area
Wayne:	On Site @ Playground



Deadlines for trips will be strictly adhered to. Children will not be allowed to participate on trips if their registration was not received by the posted deadline.

Yes, we do repeat this alot. :)

2024 SUMMER TRIP SCHEDULE

PLAYGROUND TRIPS - SCHOOL BUSES WILL BE USED ON THESE TRIPS.

THESE TRIPS ARE FOR CHILDREN REGISTERED IN THE SUMMER PLAYGROUND PROGRAM ONLY!!

<u>TRIP</u>	<u>DATE</u>	<u>COST</u>	<u>DEADLINE</u>
Glo-Bowling at Strike Zone	Friday, June 21	\$20.00	12:00 p.m. on Wed., June 19
Roller Roost Sports Arena	Wednesday, June 26	\$15.00	12:00 p.m. on Sun., June 16
Cressona Pool Swim Day	Monday, July 1	\$10.00 reduced to \$5.00 if passholder	12:00 p.m. on Fri., June 21
Reading IMAX Despicable Me 4	Thursday, July 11	\$23.00 includes snack pack	12:00 p.m. on Mon., July 1
Camelbeach in Tannersville, Pa	Thursday, July 18	\$70.00 includes \$15 food voucher	12:00 p.m. on Fri., July 5
Reading Phillies Private Tour Day	Wednesday, July 24	\$50.00 includes buffet lunch and amenities	12:00 p.m. on Weds., July 10
Xtreme Air @ The Works	Thursday, August 1	\$26.00	12:00 p.m. on Sun., July 21
Dorney Park	Thursday, August 8	\$60.00 includes catered buffet lunch	12:00 p.m. on Sun., July 21

PLEASE BE ADVISED: YOU WILL BE ABLE TO REGISTER FOR TRIPS ONLINE. WE WILL NOTIFY PARENTS WHEN ENROLLMENT IS AVAILABLE. DEADLINES WILL BE STRICTLY ADHERED TO THIS SUMMER!! REGISTRATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED! REFUNDS WILL NOT BE ISSUED.