

## Remsen Recreation Summer Park Program



Dear Parents/Guardians,

It's that time again! The Remsen Recreation Summer Park Program will soon be open for another great season.

This year a five member staff has been appointed. We ask that you review the following information in preparation for your child's attendance.

**Please read this letter, front and back, as there are changes to the program!**

Parents/guardians will be required to register their children at the Town Hall prior to the first day of the program and fill out all necessary paperwork and pay the registration fee.

Registration **MUST** be done prior to the beginning of the program. You may sign-up at the Town Hall, Monday through Thursday 9am-3pm. Payment must be made at the time of registration in full. No refunds, no partial payments, no exceptions.

### **Fees:**

A **\$20.00 per child fee for Remsen Residents** is required, **Non-Remsen Residents (EX Steuben/Forestport) \$32.00 per child fee** is required and all fees must be paid at registration day prior to the 1<sup>st</sup> day of the program. **No partial payments, Non-refundable regardless of number of days attending. There is a separate fee for each of the two trips, which are optional.**

Parents may attend opening day of the program to ensure that your child has a chance to become familiar with the program staff. **For the remainder of the program, we ask that you drop off your child at the park and pick them up ON TIME. Our staff has been interviewed and cleared by the Town to work with the children, other adults are NOT allowed to be at the park during program hours or interact with the children attending the park program.**

Please adhere to schedule days and times as unsupervised children are not allowed at the park and it is your responsibility to make sure that a staff member is there or the program will not be held responsible for your child.

Please note: If someone other than the child's parent/guardian will be picking up the child from the program, the staff must have written approval from the parent/guardian.

On registration day, have the following information available:

- Name, address and phone number for the following: Emergency Contact, Doctor, and Insurance Carrier.
- There will also be an authorization form which must be filled out, listing any allergies or disabilities, etc.

Opening day is Monday, July 9<sup>th</sup> from 9:00am - Noon at the Remsen Town Park!

General requirements:

- Children attending the program must be a **Town/ Village of Remsen Resident or pay the additional fee.**
- Children attending the program must be between the ages of 5 and 12.
- Any child attending must submit a completed Authorization Form. Any allergies or special conditions **MUST** be listed on the form.
- Any child attending a field trip must have a signed permission slip, which will be provided prior to each trip. This includes completing a one-time form for all swimming days.

Hours of operation:

The program will be supervised according to the following schedule:

Monday, Wednesday, and Friday..... 9am until 12 Noon  
Tuesday and Thursday.....12 Noon until 4pm (swimming days)  
2 Field Trip Days.....Variable times

Duration of Program:

The program will operate for a four week period from July 9<sup>th</sup> through August 3<sup>rd</sup>.

Park Program closure:

The program will be CLOSED if there is thunder and lightning. If the park is closed, a sign will be posted at the park. If a severe storm should develop, please check for the open/closed sign before dropping kids off, or pick them up if the program has already begun.

Calendar of events:

The program schedule of events is still in the developing stages, but will include craft days, sport days, games, contests, swimming, 2 field trips (movies and bowling), special theme days and more. The calendar of events and additional information will be available on the first day of the program. And, it will also be available on the Town of Remsen website:

[www.town.remsen.ny.us](http://www.town.remsen.ny.us)

Please help us make this another safe and  
enjoyable summer!