

# IMPORTANT

## Playcamp Reminders

**All information will be distributed through Facebook (LIKE the Norwood Recreation Department), current email, and weekly newsletters that are handed out to your child.**

- Jr. Play in-house entertainment will be provided each week. The camps do not go off-site with the exception of the last day of playcamp as all programs go to FM for Foam and Mud Day. A list of entertainment will be available no later than June 1<sup>st</sup> on Facebook or in the Norwood Recreation Department office.
- **Each Friday Sr. Play/Coakley and FM playcamp alternates locations for a special event. Please see newsletter or program guide for schedule.**
- Field trips for Coakley, FM & Sr. Play will be available no later than the first week of June. Field trips do tend to fill and space is available on a first come, first serve basis and close the Tuesday before the trip at 5pm, or earlier if spaces fill. Our recommendation is you register **EARLY** to secure your child's spot. The only way to register is to do so online or in person at the Norwood Recreation Department.
  - T-shirts will be given to those who register for the field trip the day prior or morning of departure. See your camp site supervisor.
- Refunds will only be given if you cancel more than one week in advance OR if someone can take your spot via our waitlist. If you do chose to cancel, there is a 20% processing fee that will be applied per session.
- Please register in advance for Extended Care. Should you not be registered and be late for pick up, your account will be charged **\$10 per child** until 5pm for Playcamp and Sr. Play (There is only early drop off for Jr. Play this year). See the parent handbook for additional policies and fees.
- Each camp does have a minimum and maximum number of spots available. The minimum must be met **72 hours prior** to the start of the session or the program will be cancelled. Once maxes are met, your child will be accepted to a **waitlist**. Want to ensure care for the summer? We suggest you register early!
- If you have registered for swim, please provide your counselor a note, so they are aware what time they need to drop off and/or pick-up your child for lessons.
- Children will be unable to signout during regular camp hours. They may signout only at the end of the program day
- If you do have any questions or concerns, please contact the office at 781-762-0466.

## 2018 NORWOOD RECREATION SUMMER ENROLLMENT PACKET

Participant Name \_\_\_\_\_ Home Address \_\_\_\_\_ Town \_\_\_\_\_  
 Date of Birth \_\_\_\_\_ Grade Entering \_\_\_\_\_ Telephone \_\_\_\_\_ Sex \_\_\_\_\_ Eye Color \_\_\_\_\_  
 Skin Color \_\_\_\_\_ Hair Color \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Primary Language \_\_\_\_\_  
 Medication \_\_\_\_\_ Allergies \_\_\_\_\_

SESSION	DATES	PLAYCAMP OPTIONS (By Grade Child is ENTERING)	Sports
Session One	7/2-7/6	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Inclusion (2 weeks)	
Session Two	7/9-7/13	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5)	<input type="radio"/> Mustang Sports <input type="radio"/> Tennis
Session Three	7/16-7/20	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Inclusion (2 weeks)	<input type="radio"/> Field Hockey
Session Four	7/23-7/27	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Inclusion (2 weeks)	<input type="radio"/> Mustang Sports
Session Five	7/30-8/3	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Inclusion (2 weeks)	<input type="radio"/> Mustang Sports
Session Six	8/6-8/10	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Inclusion (2 weeks) <input type="radio"/> Art Camp	<input type="radio"/> Mustang Sports <input type="radio"/> Football Clinic
Session Seven	8/13-8/17	<input type="radio"/> Jr. Play (Gr. K&1) <input type="radio"/> Sr. Playcamp (Gr. 6-8) <input type="radio"/> South Playcamp (Gr. 2-5) <input type="radio"/> FM Playcamp (Gr. 2-5) <input type="radio"/> Art Camp	<input type="radio"/> Tennis
Session Eight	8/20-8/24		<input type="radio"/> Volleyball
Session Nine	8/27-8/31		
Session Ten			

**PARENT/GUARDIAN INFORMATION (Provide information for anyone who has legal responsibility for child)**

Name (s) of Parent/Guardian \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Home Phone Number \_\_\_\_\_

Business Name & Work Number \_\_\_\_\_

Cell Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Instructions to reach parent in the event of an emergency \_\_\_\_\_

\_\_\_\_\_  
 X Parent Signature

\_\_\_\_\_  
 X Date

# 2018 NORWOOD RECREATION SUMMER ENROLLMENT PACKET

## EMERGENCY INFORMATION (Individuals other than Parent/Guardian—Please Provide AT LEAST ONE additional)

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Name	Address	Relationship	Home Phone	Cell Phone
<input type="radio"/> I give my permission for my child to be picked up by this emergency contact.				

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Name	Address	Relationship	Home Phone	Cell Phone
<input type="radio"/> I give my permission for my child to be picked up by this emergency contact.				

I will give the Norwood Recreation Department supervisory staff immediate notice and include official documentation should an issue arise regarding a change in authorization of pick up.  Yes  No

## **CONSENT AND RELEASES**

**Swim:** Children who wish to enter the deep end to swim, will be tested each summer. Please let us know their comfort level in the water, so we can get a better sense prior to the swim test.

- My child has no experience swimming.  My child can only use the Spray Park (Jr. Play only)  
 My child is learning how to swim and has completed swim level\_\_\_\_\_.  
 My child is comfortable swimming in the deep end and can tread water for at least one minute.

**Arrival/Departure:** I give my child permission to arrive/depart from Playcamp and Sports Clinics by the following:

- Sign him/herself In/Out  Parent/Guardian/Emergency Contact Sign-In or Out

**Parent Handbook:** I have read the Norwood Recreation Department Summer Parent Packet and I understand information in regards to, but not limited to, items to pack for my child, behavior policy, inclement weather policy, and cell phone policy.

- Yes  No

A full handbook is available on the Norwood Recreation Department website or can be picked up in the office after April 1<sup>st</sup>.

## **Off- Site Field Trips:**

I give my child permission to go on community outings with the supervision of Playcamp staff. If a field trip changes because of weather, I give permission for my child to go to an alternative field trip.  Yes  No

A list of field trip locations will be available for sign-up by mid-May. Jr. Play will have on-site entertainment each week.

**Photo Policy:** Norwood Recreation Department takes pictures throughout the summer of all programs. If participant is registered for any recreation program, we have the right to publish pictures of participants and also potentially use them for publicity/advertisement/ Program Guide.

**FM, South & Sr. Play:** I, \_\_\_\_\_, give permission for my child to walk along with Norwood Recreation Staff to get pizza or ice cream or food at a nearby restaurant on Thursday afternoons. I agree that I will not provide more than \$10 spending money per child.

**Fees:** Norwood Recreation Department will not refund for days missed from your weekly fee. Your fee pays for the direct operating costs, such as staff and materials. If you would like to withdraw from a session prior to its start, it must be done in writing, **seven days** prior to the start of the session and all withdrawals are subject to a 20% processing fee. Families can request a transfer, subject to availability, and must be done in person, 7 days in advance. Full refunds may be given for classes or programs with waitlists that can be filled by other participants **before the program begins**.

I have read and understand the refund/transfer policy of Playcamp.

## 2018 NORWOOD RECREATION SUMMER ENROLLMENT PACKET

Participant Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Doctor's Name \_\_\_\_\_ Address \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_

Participating Hospital \_\_\_\_\_ Special Instructions \_\_\_\_\_

Has your child required additional services in school for behavioral/emotional support?  Yes  No

**If yes, please explain:** \_\_\_\_\_

**FIRST AID:** I give the Norwood Recreation Department permission to administer basic first aid and/or CPR to my child and/or take my child to a hospital and to secure medical treatment when I cannot be reached or when delay would be dangerous to my child's health. If parent/guardian cannot be reached, I give the Recreation Department permission to contact the emergency contacts listed above.  Yes  No

X Parent Signature

X Date

**INFORMATION BELOW THIS BOX:** TO BE COMPLETED BY PHYSICIAN or printout from your child's most updated physical and immunization record. The printout must be on physician or practice letterhead OR contain physician's/practice's logo.

**Has the child/adolescent ever had:**

Frequent ear infections	<input type="radio"/> Yes	<input type="radio"/> No		Pneumonia	<input type="radio"/> Yes	<input type="radio"/> No
Bronchitis	<input type="radio"/> Yes	<input type="radio"/> No		Surgery	<input type="radio"/> Yes	<input type="radio"/> No
Kidney problems	<input type="radio"/> Yes	<input type="radio"/> No		Hospitalization	<input type="radio"/> Yes	<input type="radio"/> No
Heart Problems	<input type="radio"/> Yes	<input type="radio"/> No		Broken Bones	<input type="radio"/> Yes	<input type="radio"/> No
Convulsions	<input type="radio"/> Yes	<input type="radio"/> No		Chicken pox	<input type="radio"/> Yes	<input type="radio"/> No

If you answered "Yes" to any of the questions above, please explain:

Current Medications: \_\_\_\_\_ Allergies: \_\_\_\_\_

Primary Care Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Restrictions to activities: \_\_\_\_\_

Comments: \_\_\_\_\_

Special Notice, i.e. Medic Alert: \_\_\_\_\_

Date of Last Physical: \_\_\_\_\_ HT \_\_\_\_\_ WT \_\_\_\_\_ HC \_\_\_\_\_ BP \_\_\_\_\_

Abnormal Findings  No Finding

**Immunization & Dates:**

DPT DT Td	MMR	Last TB Date	Type	Polio: Oral Inactive
1. _____	1. _____		Result	1. _____
2. _____	2. _____	Last Lead Date	Result	2. _____
3. _____				3. _____
4. _____				4. _____
5. _____		Last Hgh/Hct Date	Result	5. _____
	HepB			
	1 2 3			
	HiB	Flu _____		Varicella _____
	1 2			
	3 4			

X Physician's Signature

X Date

*Norwood Recreation Department*  
**PLAYGROUND EXTENDED DAY SIGN UP FORM**

Participant Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Please note: Extended Care not available for Camp Challenger.

Counselor supervision will be provided during Extended Day, but no structured activities will be offered; it will be a “recess”-like setting. Please be aware that we cannot provide care any earlier or later than advertised Extended Care hours. If child is not enrolled in extended day, but is dropped off before 8:50am or picked up after 4:10pm for playground programs, or 3:40pm for Jr. Play Full day, parent must sign this form at pickup and payment of \$10.00 is due at time of pickup. Should this occur more than three times, children will be unable to attend playground programs.

<b>Playground (please check)</b>	<b>Time</b>	<b>Fee</b>
<input type="radio"/> Father Mac’s	8:00am-5:00pm	\$25.00 per session or \$6.00 per day
<input type="radio"/> South	8:00am-5:00pm	\$25.00 per session or \$6.00 per day
<input type="radio"/> Jr. Play	8:00am-9:00am	\$15.00 per session or \$5.00 per day
<input type="radio"/> Sr. Play	8:00am-5:00pm	\$25.00 per session or \$6.00 per day

Fee will be PRORATED for session TWO of Playcamp , Jr. Play and Sr. Play

If you are paying for the entire **SESSION(s)**, please check in the box which **SESSION(s)** needed:

If paying by the day, please place an “x” across the dates you selected.

Should you attend and not be registered, you will be charged a \$10 fee that must be paid at the Recreation Dept.

Please register my child for the following session of Extended Day:

- Session One: **7/2-7/6**     
  Session Three: **7/16-7/20**     
  Session Five: **7/30-8/3**     
  Session Seven: **8/13-8/17**  
 Session Two: **7/9-7/13**     
  Session Four: **7/23-7/27**     
  Session Six: **8/6-8/10**

- Please only register my child for the following dates for extended care and I will be charged \$6.00 per day

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**I don't wish to register for Extended Care at this time. However, I understand the Late Fee policy as outlined below.**

I, \_\_\_\_\_, understand the Norwood Recreation Departments extended day policies and procedures. Should I be unable to pick my child up at the end of the camp day due to unforeseen circumstances, I will contact the Norwood Recreation Department office, 781-762-0466, to inform the office. Should I arrive 10 minutes after the dismissal of camp and not enrolled in extended day, I will be charged \$10 for the day. After the conclusion of extended day, I understand the charge is \$1 per minute. Excessive tardiness may result in my child not being permitted to attend playground programs.

\_\_\_\_\_  
**X** Parent Signature

\_\_\_\_\_  
**X** Date

**OFFICE USE ONLY**

If handled at Playground site: Playground Counselor: \_\_\_\_\_ Time of Pick Up: \_\_\_\_\_

Taken by: \_\_\_\_\_ Sportsman by: \_\_\_\_\_ Filed by: \_\_\_\_\_ Cash: \_\_\_\_\_ Check #: \_\_\_\_\_ Credit Card: \_\_\_\_\_ Date: \_\_\_\_\_