



# Warren Township Recreation Commission



## 2017 Playground Program

### Registration begins for:

Warren Township residents: April 11, 9am (\$25 discount if registered by May 22, 3pm)

Watchung Boro/Green Brook begins May 23, 9am

### The Playground Program

**\*\* See Activity Calendar & FAQ's for more info**

<b>GRADES:</b>	Children entering 1 <sup>st</sup> -5 <sup>th</sup> grade in September
<b>DATE:</b>	Mon., June 26 -July 28 (no camp July 3, 4) Tues. - Fri. from <b>9am-3pm</b>
<b>SWIM DATES:</b>	Mon., July 10, 17,24 from 12-3pm (\$3 at door) no AM camp (Warrenbrook Pool)
<b>PLACE:</b>	Held at the municipal pavilion off Bardy Rd. (The program is outdoors all day)
<b>COST:</b>	\$225/5wks <b>A late charge of \$25 begins June 13</b>
<b>DEADLINE:</b>	June 19, 10pm <i>or when the program is full</i>
<b>CLOSINGS:</b>	Program closes if it rains or is over 95 degrees; Sorry no refunds

### About our staff:

- Playground Camp Director is Stephanie Schmidt. Stephanie has been working at the playground program for many years. She is a certified teacher and Warren resident. Stephanie was a camper herself and worked her way up since being a Counselor in Training. Watch out, her smile is contagious! Our staff includes a certified special needs teacher, sports coordinator, arts n crafts coordinator, an EMT and several excellent college/high school students. Camper ratio is 7-1 or 10-1 depending upon age groups. Adult staff is fingerprinted and have CPR training. Staff and Counselors in Training (CIT volunteers) are required to attend a full day of training before camp each year.
- Our camp is lucky to have hard-working high school student's volunteer as Counselors in Training (CIT) throughout the summer. These CIT's do not get paid for their hard work and dedication. If you would like to tip a CIT, at our family picnic day July 27 there will be a jar available to tip. We split it up depending on how many hours the CIT worked so every CIT will received a tip. This is not mandatory. Paid Staff may not be tipped.

### About our activities:

- To break the ice the first day of camp we will have special games for everyone to participate with staff. Other activities include arts and crafts, group games, board games, playground play, "It's Your Birthday", making ice cream, visit to the library,

dancing, science projects, water play, basketball, gaga pit, Mad Science, Weatherman show, Kids Challenge course, Puppet Show & Scavenger Hunt *and much more...* Children are grouped by grade and move to a different activity every half hour.

- **Swim days:** Mondays are swim days at Warrenbrook Pool, 12 to 3pm, *except* for the first day of camp and holiday (July 3), Monday, June 26 will be a full-day camp at the pavilion. Pay \$3 at the door at Warrenbrook Pool is off of Warrentville Rd which is run by Somerset County Parks. Parents drop off and pick up at the pool. Parents may stay if they pay entry fee and may bring other siblings. *Your child must be able to swim to attend the pool.* Our staff will oversee the campers. No morning camp on swim days.

#### About special lunch and snack days:

- Tuesday is Pizza Day, Thursday is Smoothie King Day & Friday is Snow Cone/Ice Cream day for an extra fee. Order and pay online for pizza and smoothies when you register. Deadline for pizza orders is the Thursday before and deadline for Smoothie is Monday before. Send \$2-\$4 cash in an envelope with your child's name on it Fridays for snow cones or ice cream.
- There is a family picnic on Thursday, July 27<sup>th</sup> (rain date Fri, July 28) Signup for total family members who will be attending the Family Picnic & what type of food you can bring at [Family Picnic survey](#) (right click link or copy & paste into URL to open).
- We will be having a caricature at the picnic again this year for a \$10 fee; you can have yours or your child's picture drawn. There will be face painting and games plus the camp will dazzle you with a show of their own!

#### DIRECTIONS TO REGISTER:

Go to [www.warrennj.org/recreation](http://www.warrennj.org/recreation)

Click REGISTER on the right side

Choose **ONLINE REGISTRATION** and create an Account with Community Pass registration program. *If you forgot your user name and password call the Recreation office for help.* Please send the Signed Parent Release Form in asap.

**OR BY MAIL:** Go to FORMS and print out the UNIVERSAL FORM AND PARENT RELEASE FORM and mail with a check to address below. *NOTE: please call to make sure there is an opening. Also any checks received postmarked after deadline dates will not be accepted including discounts.*

#### RECREATION POLICY

Sorry no refunds....Refunds or credits are only allowed when a participant has a doctors excuse or for an unfortunate circumstance. (Will be determined by the Recreation Director) A \$20.00 Admin refund processing fee will be charged for a refund of any program by no fault of this department. A credit is always recommended, no admin charge will be administered.

46 Mountain Blvd  
Warren, NJ 07059  
908-753-8000 ext 270  
Eleanora Murfitt, Recreation Director, RA

# Warren Township Recreation

## 2017 FAQ SUMMER PLAYGROUND PROGRAM

### Registration Instructions

1. **Warren Residents** have the opportunity to register before Watchung and Green Brook residents and receive a \$25 discount per child by May 22. Must show proof of residence on the first day of your child's camp. (driver license or bill)
2. **Note:** Please indicate which grade your child will be entering in September.
3. **Registration deadline: June 29, 10pm or until program is full.** No applications will be accepted after this time. **The registration fee is \$225 for the five weeks, on June 13 there will be a late charge of \$25 per child.**
4. Fill in all requested information online or use the UNIVERSAL form (found under forms) if mailing in with a check.
5. If you have a special needs child and wish special accommodations please click the box accordingly when registering online or state it on the form if registering by mail. This is important in order to make the best accommodations for our staff and your child. The Recreation office must be notified at least **3 weeks** before the program in order to allow us time to accommodate your child's needs. Any later may result in us not being able to accommodate you immediately.
6. To pay by credit card (Visa or MasterCard), please go directly to Community Pass to <https://register.communitypass.net/warrentwp> or click on "REGISTER" on our website [www.warrennj.org/recreation](http://www.warrennj.org/recreation)
7. To pay by check, make checks payable to "Warren Township" and mail check with your Universal registration form and Parent Release form to "Recreation Department," 46 Mountain Blvd, Warren, NJ 07059. Please call first to see if there is an opening.
8. There may be other fees for pizza & smoothies which you must pay for online when you register for the camp. Snow cone/Ice cream on Fridays – please bring \$2-\$4 cash to camp if your child would like to purchase.
9. **PLEASE** mail in the "Parent Release Form" and if applicable "Epi-pen Authorization forms" by June 19. If you do not get the forms in before camp you will have to wait in a different line from the parents who got their forms in ahead of time on the first day of camp. If this happens please expect a delay.
10. Please call the Recreation Director at 908-753-8000 ext 270 if you have any special needs or need a scholarship.
11. **You may not register at camp. You must register online or at the Recreation office.**

Please see the FAQ for the 6 - 8 grade Teen Travel or Little Kid Camp (ages 4-5) online.

### FIRST DAY OF CAMP!!!

The first day of camp, is a full day, Monday, June 26th, please come to the Pavilion. (off of Bardy Road) We will NOT be swimming that Monday. Also pick up and drop off at the fence by the road after the first day. Counselors will meet your child at your car (from 8:55am-9:15am) and bring your child to your car at 3pm.

### Swimming at Warrenbrook Pool for Playground Camp

There is an additional cost of \$3 for pool entry. Send your child with a proper bathing suit, a towel, and protection from the sun (i.e. sun block, glasses, hat, etc). Children can bring a snack or money for food and drink. You must bring your child to the pool area to sign him/her in and out. The staff will be in front the first for ½ hr, then by the tables to greet you and watch over your child. If a parent would like to stay, he/she will also have to pay a fee at the door. There is no camp in the morning on swim days. **The first Monday is not a swim day. It is a full day of camp. Your child must be able to swim to attend the pool.**

### Daily and Weekly Schedule

The schedules will be emailed to you and placed on our website before the program begins.

### Thursday, July 27th is the Family Picnic (rain date Friday)

All campers' grades 1-9 are invited with their parents and siblings to the picnic. Each family brings a dish or snacks. The township will supply hot dogs and hamburgers plus drinks. Signup here [Family Picnic Survey](#) (right click link or copy & paste into URL to open). Camp will still begin at 9am. Fun and games will run all day, with lunch at 11:30am. Camp will close at 3pm. This is meant to be an opportunity for the campers to say good-bye to their friends. If you would like to thank the staff, this is also the time to do so. Please fill out the survey as well to let us know how we are doing (It will be emailed to you the last week of camp).

## Staff

The Director and Coordinators are certified teachers and have many years of summer camp experience. Our counselors are high school seniors or college students, ages 17-20. Counselors in Training (volunteers) are 10-12 year high school students. All staff undergoes a full day of training prior to the start of camp, and many have worked with us for years. For the safety of your children, we require background checks on all adult staff. We follow State Health Mandated Regulations. CPR/AED/First Aid-certified EMT is on staff. The Little Kids Camp will have some of the same staff.

## Camp Attire and Needs

Preferred camp attire is sneakers, hat for outside, sunglasses, and sun protection. No halter-tops, **short** shorts, or flip-flops. Send your child with a water bottle and a towel, and have him/her wear a bathing suit under their clothes. Children may bring backpacks. No radios, CD players, gaming devices, etc. are permitted. Cell phones should **not** be turned on during camp, unless the parent and Director have a talk. The Director will hold all phones. You can reach the Director by her cell phone if there is an emergency. Pack a lunch and a snack, if you are not signing your child out for lunch. No refrigeration is available. Water is available. The ice cream truck will come after lunch on Fridays- if you want them to buy ice cream, please send your child in with \$2-\$4 in an envelope with his/her name on it and labeled "Ice Cream" at the beginning of the day. A price list will be provided online.

## When visiting camp

Please sign in with the Director at the sign-in table. Show proof of residency (license, utility bill, tax bill etc) on the first day. Please do not stay with your child or eat lunch with your child. It would be much better for your child and the staff if your child interacts with the staff and other children. Camp is closed to all outsiders while camp is in session for their safety.

## Drop off procedure for Playground Camp *New times*

Camp begins at **9am**. Mondays swim days are July 10, 17, 24 for 1<sup>st</sup>-5<sup>th</sup> grades (12pm-3pm), there is no morning camp on the swim days. Please do not drop your child off early. On the first day of camp park and bring your child to the pavilion to sign in and show proof of residency. Every day after that there will be a counselor meeting your car at the end of the parking lot at the camp pavilion so you do not need to get out of your car for drop off and pickup 3pm. If you are not there for drop off or pickup, park your car, walk your child to the Pavilion, and sign in and out .. If the weather is bad or too hot, the program will be closed. For **information on closings**, you will receive an email blast by 7:15am OR Text if you signed up for it on your account. You may call the Director's cell phone 908-482-0443 no earlier than 7:30am if you do not receive an email. Please let us know if you do not receive emails asap. Parents may drop off and pick up their child anytime between the hours of the program.

## Pick up procedure for Playground Camp *New times*

Camp ends at **3pm**. Park your car and come into the Pavilion to sign-out your child if you are earlier than 3pm, otherwise stay in your car and the counselor will bring your child to your car. Look for your child's age group coordinator. Please pick up your child on time, as we have to pay coordinators extra to stay. If you are late, you will be sent a bill of \$5 for every 15 minutes. If the weather gets bad during the day (i.e. it is pouring, going to storm or extreme temperature), you are expected to pick-up your child. Children will be waiting in the Pavilion. We will email or text you. We will call any parent who has not picked up their child when we make the decision to close, please make sure we have the correct emergency phone numbers. Please try to use your good judgment. If your child is not picked up and it is storming we will take your child to the police station, for their safety, for you to pick-up him/her there.

## Before or After care

We do not offer before and after care, however, some of our very capable staff would be interested in working with you to babysit before or after. If you email the office at [recreation@warrennj.org](mailto:recreation@warrennj.org) with your name, email, phone and needs we will share it with our staff whereby they will contact you and work something out with you. This has nothing to do with the recreation camp and it cannot interfere with our staff's positions.

## Walking & Bike Riding Procedure

Your child will only be allowed to walk or ride a bike to and from camp after the parent sends a signed consent letter to the Recreation Director, stating that you understand that the staff is not responsible for your child until he/she arrives at camp and after they leave camp. Once your child leaves camp, he/she may not return for the day. They **may not** leave to get something to eat and come back, unless the parent signs him/her in and out. If someone other than your family is picking up your child, you must provide a note.

## Procedure to contact camp

- Camp Director – You may reach the Program Director Stephanie Schmidt at 908-482-0443.
- Camp Emergency Phone – If you can't reach the Director call the Recreation Office at 908-753-8000 ext 270 or 271.

## Medical needs

Camp **will not** be able to administer drugs to your child, nor will we hold any medicine. Please administer medicine to your child either before and/or after the camp. If your child must carry **epi-pens** or inhalers, please notify our camp Health Coordinator (EMT). If your child should get hurt, you will receive a medical report copy. The Coordinators are CPR and we have an EMT on staff.

Epinephrine/Epi-pens Authorization and Parent Release forms need to be signed and mailed to the Recreation Department by June 22. All forms are available online at [www.warrennj.org/recreation](http://www.warrennj.org/recreation) then to FORMS.

## FORMS NEEDED

For these forms go to [www.warrennj.org/recreation](http://www.warrennj.org/recreation) to FORMS

- **Parent Release form (includes swimming & discipline policy check off as read)**
- **Epi-pen permission form (if needed)**
- **Letter if someone else is picking up your child**
- **Letter for permission for child to walk to camp**

## Immunizations

According to N.J.A.C. 8:57-4, we must have the parent's signature that your child has received his/her immunizations against diphtheria, tetanus, polio, measles, pertussis, mumps & rubella.

## Conduct

The idea of camp is to have fun and be safe. Any behavior problems will be dealt with at the camp first, and parents will be contacted if the problem continues. The parent must come in with the child to meet with the Director. If the problem persists, the child will be asked to leave the camp. When registering please read the **NEW** Discipline Policy, which is also available online at [www.warrennj.org/recreation](http://www.warrennj.org/recreation) then "Forms".

## Complaints/Comments/Compliments

If a parent has a concern or complaint, please contact the **Playground Program Director** at **908-482-0443** directly. Please do not go to a counselor. If you are not satisfied, please contact the **Recreation Director, Eleanora Murfitt** at **908-753-8000 x270** or email her at [emurfitt@warrennj.org](mailto:emurfitt@warrennj.org)

## About special lunch and snack days:

Tuesday is pizza day, Thursday is Smoothie day (**pick from 3 flavors- Angel Food (tastes like a vanilla pound cake), Chocolate or Strawberry x-treme**) pay for them online or in recreation office. Deadline for pizza orders is the Thursday before and deadline for Smoothies is the Monday before. Friday is snowcone/ice-cream day for an extra fee, bring cash the day of.

**Thursday, July 27th** is the **Family Picnic** for everyone at the municipal pavilion (rain date Friday). Parents and siblings are invited. Signup at for total attending & what type of food you can bring at [Family Picnic survey](#) (*right click link or copy & paste into URL to open*).

## RECREATION POLICY

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# 2017 Warren Township Summer Playground Program

## Daily Schedule

Time	1 <sup>st</sup> grade Guppies	2 <sup>nd</sup> grade Seahorses	3 <sup>rd</sup> grade Swordfish	4 <sup>th</sup> grade Dolphins	5 <sup>th</sup> grade Sharks
9:00 -9:15	Check In with Counselor/ Free Play	Check In with Counselor/ Free Play	Check In with Counselor/ Free Play	Check In with Counselor Free Play	Check In with Counselor/ Free Play
9:15- 9:30	Opening Ceremony				
9:30-10:00	Back Playground	Arts and Crafts with Art Coordinator	Basketball Court or Baseball Field	Basketball Court or Baseball Field	Group A- Sports and Games Group B- Gaga Pit
10:00-10:30	Group A- Sports and Games Group B- Gaga Pit	Games under the Pavilion	Snack/ Counselor's Choice	Snack/ Counselor's Choice	Arts and Crafts with Art Coordinator
10:30-11:00	Arts and Crafts with Art Coordinator	Snack/ Counselor's Choice	Games under the Pavilion	Group A- Sports and Games Group B- Gaga Pit	Back Playground
11:00-11:30	<b>Lunch</b>	Back Playground	Group A- Sports and Games Group B- Gaga Pit	Arts and Crafts with Art Coordinator	Basketball Court or Baseball Field
11:30-12:00	Sandbox/ Sidewalk Chalk	Group A- Sports and Games Group B- Gaga Pit	Arts and Crafts with Art Coordinator	<b>Lunch</b>	<b>Lunch</b>
12:00 - 12:30	Back Playground	<b>Lunch</b>	<b>Lunch</b>	Gaga Pit/ Counselor's Choice	Gaga Pit/ Counselor's Choice
12:30-1:00	Group A- Gaga Pit Group B- Sport and Games	Back Playground	Back Playground	Theme Activity	Theme Activity
1:00-1:30	Games under the Pavilion	Group A- Gaga Pit Group B- Sports and Games	Theme Activity	Games under the Pavilion	Snack/ Counselor's Choice
1:30-2:00	Theme Activity	Sandbox/ Sidewalk Chalk	Group A- Gaga Pit Group B- Sports and Games	Group A- Gaga Pit Group B- Sports and Games	Games under the Pavilion
2:00-2:30	Snack/ Counselor's Choice	Theme Activity	Sandbox/ Sidewalk Chalk	Back Playground	Group A- Gaga Pit Group B- Sports and Games
2:30-3:00	Closing Ceremony				