



Warren Township Recreation Department



2019 Playground Program- 5 Weeks

Registration Begins For:

Warren Township Residents: April 1, 9am (\$10 discount if registered by May 6, 10am)
Watchung Boro/Green Brook Residents: May 6, 11am

<u>Grades:</u>	Children entering grades 1-5 in September
<u>Dates:</u>	July 1- August 2 (no camp July 4 & 5)
<u>Time:</u>	Tuesday- Friday; 9:00am-3:00pm
<u>Swim Days:</u>	Mon. July 8, 15, 22, 29 from 12:00-3:00pm; NO AM Camp (Warrenbrook Pool)
<u>Place:</u>	Held at the Municipal Pavilion off Bardy Rd. (The program is outdoors all day)
<u>Cost:</u>	Warren Residents \$235; Watchung & Green Brook \$325 A late charge per child of \$25 begins June 10, 9am
<u>Deadline:</u>	June 24, 9am or when the program is full
<u>Closings:</u>	Program closes if it rains or is over 95 degrees; Sorry no refunds

**Activity Calendar Coming Soon!!

About our staff:

- The camp is overseen for the second year by Director, Jess Prisco a Certified Teacher. Our staff includes a certified special needs teacher, sports coordinator, arts n crafts coordinator, a Health Coordinator 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 volunteers known 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 26 there will be a tip jar available. We split the tips depending on how many hours the CIT worked so every CIT will received a fair 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 together at 9am. 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 & Scavenger Hunt *and much more...* Children are grouped by grade, and then move to a different activity every half hour.
- We will also have special guests come such as Mad Science, Challenge Obstacle Course and The Lizard Guys!

Swim days:

- Mondays are swim days at Warrenbrook Pool from 12 to 3pm, *except* for the first day of the program Monday, July 1 will be a full day at the pavilion. Pay \$3 per child at the door for entry. Warrenbrook Pool is located off of Warrenville Rd and is run by Somerset County Parks. Parents drop off and pick up at the pool. Parents may stay if they pay a regular entry fee for self and other siblings not part of the program. Your child must be able to swim to attend the pool. Our staff will oversee the campers in and out of the pool. There is NO morning program on swim days.

Special lunch and snack days:

- Lunch must be brought everyday unless purchasing pizza or smoothies on certain dates ahead of time.
- Tuesday is Pizza Day, order online or in the Recreation office. The order is due the Thursday before at 1pm.
- Wednesday is Smoothie King Day, order online or in the Recreation office. Pick from 3 flavors- Angel Food (tastes like a vanilla pound cake), Chocolate or Strawberry x-treme. The order is due the Monday before at 1pm.
- Friday is Snow Cone/Ice Cream day: Send \$2-\$4 cash in an envelope with your child's name on it on Fridays for snow cones or ice cream.

Family Picnic Friday, August 2

NEW All campers' grades 1-5 and campers from the Teen Camp are invited with their parents and siblings to the picnic. The day of the picnic will NOT be a full day of camp. Campers, parents and siblings will be asked to come to the picnic from 12:00-2:00pm

The township will supply hot dogs and hamburgers plus drinks. Each family can sign up to bring a dish, snacks or dessert. Signup here at [Family Picnic RSVP](#). We will also have the fire company come for a wet down during the picnic. 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 and CITs, 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 the program). Thank you for entrusting us with your children.

Warren Township Recreation

2019 FAQ SUMMER PLAYGROUND PROGRAM

1. **Warren Residents** have the opportunity to register before Watchung and Green Brook residents and receive a **\$10 discount per child. See info online. *** Watchung and Green Brook residents register about four weeks after Warren residents** 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. **NEW with Warren Residents and Community Pass:** This year participants with Warren addresses have to be verified by the Recreation Office. If the account is not verified with the Warren address, it will not let you register. If you already have an account with us, your account has been verified. If you do not have an account with us, we suggest you create an account before the registration period begins that way your account can be verified ahead of time. Any questions about this process please call the Recreation Office.
4. **Registration Deadline: June 24 at 9am or until full.**
5. Fill in all requested information online or use the UNIVERSAL form (found under FORMS) if mailing in with a check.
6. If your child has, an individualized need due to a disability and may require a reasonable accommodation in accordance with the Americans with Disabilities Act to successfully participate, please note it on the registration form. The Recreation Staff in conjunction with the staff at Somerset County Park Commission Therapeutic Recreation Department will contact you for additional information. **3-weeks'** notice is needed to evaluate the town's ability to offer a reasonable accommodation. Any later may result in us not being able to accommodate your child in our camp.
7. 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
8. 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.*
9. There may be other fees for pizza & smoothies which you must pay for online when you register. Snow cone/Ice cream on Thursdays. ***
10. **PLEASE** mail in the "Parent Release Form" and if applicable "Administration of Prescription Drug Form" by the week before the program begins. *If you do not get the forms in before the program begins, you will have to wait in a different line, at the first day of the program, from the parents who have their forms in ahead of time. If this happens, please expect a delay.*
11. 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 the Pavilion. You must register online or at the Recreation office.**

FIRST DAY OF CAMP!!!

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

Daily and Weekly Schedule

The daily and weekly schedules will be emailed to you and placed on our website before the program begins. *** You will receive weekly emails from the Director for reminders of what is coming next. Please check your emails on your account and make sure our email is in your contacts to assure receiving all important announcements. recreation@warrennj.org

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 the summer, 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 Health Coordinator is on staff. The Little Kids Camp will have some of the same staff.

Program Attire

Preferred program 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.

Electronics

Electronics are not permitted. Cell phones should not be turned on during our program. If a cell phone or electronic is packed with the child it must be kept with their belongings during camp. Warren Township and the Camp Staff are not responsible for any electronics brought to camp that may be stolen, lost, broken, etc.

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. The Playground Program is closed to all outsiders while camp is in session for their safety. Other playgrounds include Greenwood Meadows, ALT and Woodland Schools.

Drop off procedure for Playground Camp

Our program begins at 9am. 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 at 3pm. If you are not there for drop off or pickup: park your car, walk to the Pavilion, and sign in or out. Parents may drop off and pick up their child anytime between the hours of the program.

Pick up procedure for Playground Camp

Camp pick up window is from 3:00pm-3:15pm. Park your car and come into the Pavilion to sign-out your child if you are earlier than 3pm, otherwise stay in your car (after the first day) 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 overtime to supervise your child. This late fee includes not only your own children but also those of whom you are picking up in addition. The first time you are late you will be given a warning. Any time after the first warning, you will be charged \$1 for every minute that has passed after the pickup window. This charge will be per child. You will then receive a slip stating how much will be charged on your Community Pass Account. If you have, any questions about the charge contact the Recreation Director **NOT** the Camp Director. Failure to pay the charges can result in dismissal from camp.

Weather Closing Procedures

If the weather is bad or too hot (95 degrees), the day will be canceled. If it is too wet for grass play and playground use, we will be closed because there is not enough room under the pavilion for the entire group. 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 an email.

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, 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 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 playground program and it cannot interfere with our staff's position.

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 Playground Program Director at 908-482-0443 between 7:30am and 3pm, M-F.
- **Camp Emergency Phone** – If you can't reach the Director call the Recreation Office at 908-753-8000 ext 270.

Medical needs

Our program **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.

If your child should get hurt, you will receive a medical report copy.

Epinephrine/Epi-pens Authorization and Parent Release forms need to be signed and mailed to the Recreation Department by June 17. All forms are available online at www.warrennj.org/recreation then to FORMS.

FORMS NEEDED

For these forms go to www.warrennj.org/recreation to FORMS

- **Parent Release form (includes swimming & discipline policy check off as read)**
- **Administration of Prescription Drug Form, if applicable (ex if an epi-pen is 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 the playground program is to have fun and be safe. Any behavior problems will be dealt with here first, and parents will be contacted if the problem continues. At that time, 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 program. When registering please read the **NEW** Discipline Policy, which is also available online at 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** at **908-753-8000 x270** or email at recreation@warrennj.org

RECREATION REFUND 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.

Warren Township Summer Program 2019- Daily Schedule

Time	1 st grade	2 nd grade	3 rd grade	4 th grade	5 th grade
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	Lunch	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	Lunch	Lunch
12:00 - 12:30	Back Playground	Lunch	Lunch	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				