

HARWICH RECREATION AFTER SCHOOL PROGRAM INFORMATION

Town of Harwich | Recreation and Youth Department
100 Oak Street | Harwich, MA 02645 | 508-430-7553 | Eric J. Beebe, Director

FALL SESSION: SEPTEMBER 5, 2023 – DECEMBER 22, 2023

ELIGIBILITY/ENROLLMENT: For Harwich Elementary School Families/Students in Grades 1ST – 4TH

- Hours of Operation: School dismissal – 5:00 pm, Monday - Friday | Includes Early Release Wednesdays
- Excludes half days, in-service days, school vacation/holidays; early dismissals due to weather, weather cancellations days; situations outside of our control (i.e., building closure) etc.
- Transportation: Included and is provided from HES to 100 Oak Street in Recreation marked vehicles.
- Based on Monomoy Regional School District School Calendar 2023 - 2024
- After School Program utilizes The Community Center (CC) gymnasium, Room 2 at CC, CC fields and Brooks Park playground.
- Enrollment Priority:
2022 – 2023 formerly enrolled After School families
Harwich Families
Monomoy School Choice Families

PROGRAM FEES (MINIMUM TWO DAYS PER WEEK)

2 days	3 days	4 days	5 days
\$450	\$675	\$900	\$1125

PAYMENT:

Payment is DUE IN FULL AT TIME OF REGISTRATION.

Please let us know if you need assistance with budgeting to help meet your financial obligation. We are not a voucher program. Nonpayment of fees will result in removal from the program. No refunds will be given if a child is terminated from the program for disciplinary reasons.

SCHEDULE CHANGES/NOTIFICATIONS:

The child's schedule is to be established at the time of initial registration. Changes in the schedule are subject to space availability. Enrollment is on a first come basis.

LATE PICK-UP FEE:

The After School program closes at 5:00 PM. If a Parent/Guardian fails to pick up their child/ren before the close of the program, they will be charged a late fee. The late fee is \$10.00 per fifteen (15) minute, or portion thereof intervals. Excessive late fees will result in termination from the program. Please call the office (before 4:30 pm) if you know you are running late.

REFUNDS:

Prior to the start of the program > 100%

1st week > Full refund less a \$50 administrative fee

2nd week > 75% refund. 25% administrative fee

No refund after the second week of the session

No allowances for sick days.

BEHAVIOR POLICY:

Appropriate behavior is always expected from all participants in recreation programs to ensure a safe and enjoyable environment for all participants.

I understand my child/children must respect one another, staff, patrons, facility, equipment provided, and all facility rules. Any child that does not follow the rules as instructed will be asked to leave the program without a refund of fees. Fighting, hitting, pushing, bullying, roughhousing, name calling, hairpulling, wrestling, etc. are all grounds for removal from the program. If this behavior does occur, you will receive a call and your child will be subject to removal from the program.

Children are asked to keep all electronics in their backpacks, and they are not to be used during the After School Program. We also ask that you not bring any toys or games from home (including but not limited to balls, stuffed animals, collectibles etc.)

SNACKS AND WATER:

We require that all participants bring a healthy, nut free snack each day and a refillable water bottle clearly marked with your child's name. Children will not be able to drink from the fountains due to restrictions but will be allowed to use the re-fill stations.

AUTHORIZED RELEASE:

Safety is our first concern. Any changes to your designated release list must be in writing. At **any time** you or your designated may be asked to provide identification **for** your child to be released.

Child must be signed out each day. Contact Recreation staff before noon if your child will not be attending on a given day.

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FALL SESSION: SEPTEMBER 5, 2023 – DECEMBER 22, 2023 | DISMISSAL - 5:00 PM

CHILD'S FACE SHEET/ENROLLMENT FORM

Child's Name:
Child's Home Address:
City, State, Zip Code:
Telephone:
Grade as of Fall 2023:

DAYS ATTENDING (circle) THERE IS A TWO-DAY MINIMUM ENROLLMENT.

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

2 days	3 days	4 days	5 days
\$450	\$675	\$900	\$1125

Payment due in full at time of Registration. Please see office for assistance.

PARENT/LEGAL GUARDIAN #1

PARENT/LEGAL GUARDIAN (OR N/A)

Name		
Relationship to Child		
Address		
City, State, Zip		
Cell Phone #		
Email Address		

EMERGENCY CONTACT INFORMATION/AUTHORIZED RELEASE LIST

Please indicate All Persons authorized to pick up. Persons on authorized release list must be 18 years old and be able to provide appropriate identification. **Children will only be released to authorized individuals listed below. Please call office no later than 3:30 if anyone other than persons listed here will be picking up.**

Name(s)/Emergency Phone Number(s)

PICK UP PATROL: It is the Parent or Guardian's responsibility to enter all dates that their child will be released to Recreation Staff for Pick Up and attendance of After School Program.

Please Note: There is no After School Program on ½ Days.

RECREATION ACTIVITIES AND VOLUNTEER MEDICAL RELEASE FORM

Allergies/Special Diets; Chronic health conditions/health care needs (list): DO NOT LEAVE BLANK. (INDICATE N/A.)

I authorize the Harwich Recreational or Community Center Staff to seek medical assistance if necessary. I understand that I, as a Parent/Guardian or Volunteer, not the Town or the departments or the staff will be responsible for any medical expenses necessary during programming hours or its associated events, as a result of injury during the program.

RECREATIONAL ACTIVITY AND VOLUNTEER CONSENT AND RELEASE FORM

I, _____ (Print Parent/Guardian or Volunteers name) do hereby consent to my participation or my child's, in voluntary or recreation programs of the Town of Harwich.

I also agree to forever release the Town of Harwich, and all their employees, agents, board members, volunteers and any and all individuals and organizations assisting or participating in any voluntary or recreation programs of the Town of Harwich ("the Releasees") from any and all claims, rights of action and causes of action that may have arisen in the past, or may arise in the future, directly or indirectly, from personal injuries to myself or property damage resulting from my participation in the Town of Harwich voluntary activities or recreation programs.

I also promise, to indemnify, defend, and hold harmless the Releasees against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, arising from personal injuries to myself, my child or property damage resulting from participation in the Town of Harwich voluntary activities or recreation programs.

I further affirm that I have read this Consent and Release Form and that I understand the contents of this Form. I understand that my participation is voluntary and that I am free to choose not to participate in said programs. By signing this Form, I affirm that I have decided to participate in the Town of Harwich as a volunteer or in its recreation programs with full knowledge that the Releasees will not be liable to anyone for personal injuries and property damage that I may suffer in voluntary activities in the Town of Harwich or any of their recreation programs/activities.

Please attest and check that you have read and understand Harwich Recreation After School Policies:

- RECREATION ACTIVITIES AND VOLUNTEER MEDICAL RELEASE FORM (above)
- RECREATIONAL ACTIVITY AND VOLUNTEER CONSENT AND RELEASE FORM (above)
- HARWICH RECREATION AFTER SCHOOL PROGRAM INFORMATION Sheet

Parent or Guardian (Please Print)

Signature of Parent/Guardian

Date