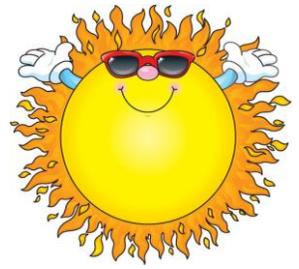


SUMMER FUN IN THE SUN PARENT HANDBOOK 2021



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WELCOME

Due to the COVID-19 guidelines, the Clifton Recreation has had to continue to revise and limit the summer programs offered for 2021. We wanted to allow children the opportunity to get back to the parks and engage in activities with other children. This year we will continue the program entitled "**Summer Fun in the Sun**". The program is offered to Clifton Residents only and will run Monday through Friday from 9:00 a.m. – 12:30 p.m. with a variety of virtual activities and events conducted in the afternoon that children can choose to participate in, from home. The program will be held at various park sites throughout the City and is conducted completely outdoors. Participants and staff must wear face coverings while at the program (unless health regulations are revised). Participants will engage in social distancing, as much as possible, during activities that will include group games, crafts, sports, contests & special events.

PARK LOCATIONS

- ▶ Albion Park – 201 Maplewood Avenue
- ▶ Holster Park – 669 Grove Street
- ▶ Mt. Prospect Park – 341 Mount Prospect Avenue
- ▶ Nash Park – 700 Lexington Avenue
- ▶ Washington Park – 1004 Paulison Avenue

The site that you register for cannot be changed once the program begins.



PROGRAM SCHEDULE:

The program runs from 9:00 a.m. – 12:30 p.m., outdoors in person, and continues virtually in the afternoon from 1:00 p.m. – 3:00 p.m. with optional exciting virtual activities such as; how to videos, virtual field trips, contests, games and more. A schedule will be issued at the program sites of what will take place on a weekly basis.

The summer program will be conducted as two 3-week sessions:

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| Session 1 | July 6 th – July 23 rd (no camp July 5 th) |
| Session 2 | July 26 th – August 13 th |

After morning check-in, daily activities will be conducted that will be fun, but may be limited to meet all COVID-19 regulations. Participants will engage in social distancing as much as possible, during activities that will include group games, crafts and sports, including special events and contests.

There is no before care or after care provided. Please make sure you are there by dismissal time, which is 12:30 p.m. A late fee of \$10.00, per 15 minutes, will be charged for persistent lateness in picking up children at the end of the day.

PARTICIPANT ELIGIBILITY

This year's program is available for **youth age 5 (as of October 1, 2020) through age 12 (as of October 1, 2020)** and is **only open to Clifton Residents**. All participants must be the appropriate age for the summer program. There is no switching of sites once the program begins, due to state guidelines for health and safety regulations during COVID-19, so please be sure to select the site that best works for your family. A copy of the participant's Birth Certificate, Immunization Record and Proof of Residency must be submitted. Participants failing to provide these documents will not be able to attend the summer program. Once submitted, we will keep the records on file for subsequent years.

Request for an Aide: If you feel your child is in need of an aide to assist/shadow them at the summer programs, you must make a request through the Recreation Department when registering. At the time of request, you must submit a copy of your child's I.E.P. Report. Assignments will be made based on a review of your child's documents and results of an interview. This will help determine the best strategy to assist your child in having a memorable and safe summer. You will be contacted to set up an interview.

COVID-19 REGULATIONS:

- Please keep your child home if they have any viral symptoms or if they have been exposed to the virus – self isolate.
- In the event that the summer program is closed due to a health emergency, participants will receive a partial refund for the number of days that the program is required to be closed.
- No handshakes, high fives, fist bumps, or hugging is permitted.
- There is no sharing of equipment unless an activity requires it. Program equipment and supplies will be cleaned daily.
- All activities will use social distancing as best as possible. Some activities will be revised or modified to meet these criteria. This includes both active and passive activities.
- Face coverings will be required by participants and staff, until health restrictions are revised.
- Hand washing / hand sanitizing will take place frequently throughout the day. Feel free to send your child to the program with hand sanitizer and/or sanitizing wipes as an extra precaution. Hand sanitizer should contain at least 60% alcohol.
- Only 1 participant will be allowed in the restrooms at a time. Please note some sites will only have port-a-johns for use.
- Respiratory etiquette for coughing, sneezing and nose blowing will be encouraged at all times. Practice and encourage these health guidelines at home so that your child becomes accustomed to these procedures.
- No outside visitors will be allowed at the program other than Clifton Recreation Department City Hall, Clifton Health Department Staff and special entertainers. Participants will not mix with other groups during the day.
- Be sure to thoroughly wash hands, for at least 20 seconds, when you return home.

- The Recreation Department will clean and disinfect frequently touched surfaces and objects throughout the day.

ARRIVAL AND DEPARTURE:

Drop Off:

- The program begins at 9:00 a.m.; however, you can begin arriving at 8:45 a.m. This will allow time for the required daily temperature check and health assessment that must be conducted before your child is allowed to participate in the program.
- Each day, your child will be asked a series of 4 health assessment questions and have a temperature check. Any child that fails the pre-admission screening will not be able to participate in the program. Please be patient when dropping off your child, as this can only be done one at a time and may take some time. If your child walks or rides a bike to the program and does not pass the pre-assessment requirements, parents will be contacted to come and pick their child up immediately.
- Parents must wear a face covering and social distance as they wait for their child to be tested and approved for admission.
- Once registered, parents will receive information on the exact location, at the park, to drop off their child.

Pick Up:

- The program ends at 12:30 p.m. (there is no after care provided). Please make sure you are there by dismissal time. A late fee of \$10.00, per 15 minutes, will be charged for persistent lateness in picking up children at the end of the day.
- You must sign out your child at the end of each day, prior to leaving, to ensure your child's safety. If your child has been approved to walk or bike ride to and from the program, they must let the counselors know that they are leaving, so the counselor can sign them out.
- Please notify the counselor if your child will be going home with someone other than yourself.
- Parents must wear a face covering and social distance when signing out their child from the program.

RAIN DAYS

In the event of inclement weather, before the day begins, parents will receive a text message after 8:00 a.m. to alert you if the program is canceled for the day (there are no indoor facilities available). **Please make sure to sign-up for mobile notification under your account.** In the event of inclement weather, during the day, children will need to be picked up as soon as possible, because there is no shelter for them at the park.

HEALTH AND SAFETY

Park staff is trained in First Aid, CPR and AED procedures. A complete first aid kit is kept on site at all times. The staff have been educated on COVID-19 health concerns, as they relate to working with children and about maintaining a clean and safe activity area. Staff will have their temperature checked daily and must pass the health assessment before beginning work and will wear a face covering while at work.

In the event of a serious accident or injury, parents will be notified immediately and the EMS will be contacted as needed. Accident reports will be completed for all accidents or injuries and a copy will be kept on file at the Recreation Office.

The City of Clifton staff is not permitted to administer medication to any child in the program. If your child must take medication during their time at camp, medication should be sent in the original container and ONLY have the single dosage that must be taken and information on the outside that shows time and dosage to be taken. This container will be returned to the parent empty, each day. There will be an igloo cooler, on site, to contain medications that must be kept cool such as an Epi-Pen, and will remain with the counselor at the park site.

To ensure the safety of your child and all children attending, important rules and regulations will be put into effect at the summer program. Participants are required to follow all established rules. If misconduct persists and rules are not followed, appropriate disciplinary actions will be taken.

Discipline Code:

- 1st offense: Warning & call to parent
- 2nd offense: Call to parent & discipline notice completed
- 3rd offense: Suspension from the summer program
- 4th offense: Expulsion from the summer program



APPAREL

Children should dress in comfortable clothing that will not restrict them from participating in activities. Sneakers are recommended (avoid sandals). It is strongly recommended that all participants come equipped with a water bottle, hand sanitizer and sunscreen each day. Face coverings are also required for all participants and staff. Please leave your child's toys and valuables at home. The staff is not responsible for personal belongings.

Because there are no trips this summer, Clifton Recreation T-shirts are not required; however, they are still available for purchase at a discounted rate of \$6.00 for 2021.



CELL PHONE/ELECTRONICS POLICY

Participants may bring cell phones to the summer program; however, all phones **MUST** be turned off and kept out of sight during the day. If a phone is seen or turned on during the day, it will be collected and turned in to the counselor until a parent picks it up at the end of the day.

FOOD

Please send your child with enough water to get them through the day. There is no place to refill water at the park site. You may send your child with a snack for our 10:30 a.m. break; however, there is no refrigeration available. There is no sharing of food or beverages permitted with other participants or staff and there will be no ice cream vending services available.

TRANSPORTATION

There is no transportation provided to and from the summer program. The City of Clifton Recreation staff members are not permitted to transport any child in their own vehicle.