



2024

HEMPFIELD REC

PARENT HANDBOOK

Amos Herr Park

Mountville Park

Silver Spring Park

Welcome to Hempfield Rec Summer Playground Program

This handbook contains important information for you to reference throughout the summer. If you have questions, please do not hesitate to contact your site supervisor or Matthew Charles directly.

STAFF DIRECTORY

HARC Playground Director Matthew Charles playground@hempfieldrec.com 717-898-3102 ext. 142	HARC Program Director Cristine Maser 717-898-3102 ext. 139
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SITE	SUPERVISOR
Amos Herr Park	TBD
Mountville Park	TBD
Silver Spring Park	TBD

PLAYGROUND OPERATIONS

Playground Sites	
<u>Amos Herr Park</u> 1700 Nissley Road Landisville, PA 17538 717-682-5734	<u>Mountville Community Park</u> 155 Clay Street Mountville, PA 17554 717-682-7673
<u>Silver Spring Community Park</u> 3800 Ironville Pike Columbia, PA 17552 717-682-4025	

Playground Dates

June 10 – August 2, 2024

Playground program will be closed on Thursday, July 4 and Friday, July 5.

Sites will be closed on Pool Party Days: June 14, June 28, July 12, and July 26

Hours of Operation

9:00 AM – 3:30 PM

A \$2.00 per minute late fee will be charged for any child not signed out by closing time. Payment is due at time of pick-up. Child is not permitted to return to playground until payment is settled. There is no early drop-off for Summer Playground.

Ages

Children 6 – 12 years old may attend.

Playground Closing / Early Dismissal

In cases of inclement weather, all sites are subject to closing early or in more extreme cases, for the entire day. The program director will make the determination in the morning or during the course of the day if weather conditions worsen after opening. In the event of early closure, staff will notify parents of children in attendance that day. If it is storming during program hours, staff will take children to a sheltered area until they are picked up. Program directors will notify families via email for all-day closures. Please be sure that we have your current email address. There are no refunds or make-up days for closures of any kind.

During extreme heat advisory days, Summer Playground will stay open, but with a scaled back approach. Please remind your children to stay hydrated and drink plenty of water throughout these days.

Pool Party Days - Friday, June 14, June 26, July 12, and July 26

10:00 AM – 1:00 PM – (Rain dates: June 21, July 19, and August 2)

Cost: \$20/child (includes pool party and lunch)

Drop-off and pick-up at East Petersburg Community Pool

All Playground sites are closed on Pool Party days

Note: If we use a rain date, then all sites will be closed and no refunds issued for either date.

PLAYGROUND INFORMATION/PROCEDURES

Attendance, Sign-In, and Sign-Out

Daily attendance is optional. You do not need to notify staff if your child will be absent. Children may be signed in any time after 9:00 AM. Staff are not responsible for children prior to this time. It is mandatory that children be signed in immediately upon arrival at their site. Parents must sign in their children with a parent initial. Children are not permitted to sign in without parents unless specified on the form.

Children ***must*** be signed out prior to leaving and are not allowed to leave unless signed out by a parent. Please complete the “Dismissal” section of the *Emergency Contact and Consent Form* to allow your children to sign themselves out without an adult. Otherwise, children must be signed out by an adult listed in the “Dismissal” section. Once children have been signed out, they may not return for the rest of the day. Please let a supervisor know your child is leaving. ***HARC is not be responsible for children who do not follow this policy and leave the site without consent. HARC is not responsible for children walking away from the Playground sites.***

Lunch

Please provide a packed lunch daily for your children with non-perishable items only – refrigeration is not available. Lunch occurs between 12:00 – 12:30 PM at all sites. Please note that some field trips may include lunch. Please refer to the field trip descriptions for more information.

Pizza Meal Deal Days

Meal deals are offered every Wednesday. The cost is \$6.00 for two slices of cheese pizza and drink. Payment is due the previous Monday. No late orders. *Special orders may not be placed and only one meal deal is allowed per child. Please remind your children to listen for their names at lunchtime.*

Cold Treats

A cold treat may be purchased every Tuesday and Thursday at all sites for \$1.00.

Arts and Crafts

To keep arts and crafts supply costs to a minimum, we ask for your help. Please consider donating supplies listed on the Playground Bulletin Board's "Giving Trees." Thank you!

Attire/Personal Items

Please dress your child in comfortable clothing and sneakers that can get dirty. We recommend that you apply sunscreen to your child every day before arriving at Playground. Please send a reusable water bottle with your child's name on it so that they may fill it during the day.

The Hempfield recCenter is not responsible for lost or stolen items. Items may not be replaced, and there will be no reduction in fee or other form of compensation. Personal items such as cell phones, smart watches, toys, trinkets, and any other belongings should stay at home, as they serve to distract and undermine the program and staff. Children are not permitted to be on cell phones or personal devices including but not limited to smart watches and cell phones while at Playground. Playground reserves the right to hold any personal item or electronic device for the duration of a program day if they are unable to keep their personal items in their backpacks. Please help us by checking your child's book bags and keeping personal items at home. If a parent needs to speak with their child for any reason during the program time, parents may call the site cell phone and staff will help to facilitate the connection, if possible.

Bulletin Boards

Sites post important information weekly on their bulletin boards. Please check this information in order to stay up-to-date. Sites also post donation requests as needed for special activities. Please consider helping when you can. Thank you in advance!

EMERGENCY AND MEDICAL INFORMATION

Emergency Contacts

In the event that you cannot be reached, Hempfield Rec will contact the person listed as the emergency contact on your child's *Emergency Contact and Consent Form*. If your phone number or other emergency contact information should change over the course of the summer, please notify your site supervisor immediately.

Administering Medication

In accordance with the licensing regulations of the Pennsylvania Department of Human Services, non-prescription drugs are not administered, nor are children permitted to take medications during the program. Prescription medication can be administered if the following requirements are met: Medication must be in its original container with the childproof cap, have the child's name on it, and include instructions.

Illness Policy

Children are not permitted to attend Playground when they are ill. Please keep your child home if they have any of the following conditions:

- A temperature of 100 degrees or more
- Vomiting, diarrhea, stomach cramps/pain
- Any contagious infection (such as pink eye or strep throat)
- Severe ear aches
- Incontinence (not potty-trained)
- Any communicable disease or illness (COVID-19, RSV, etc.)

If any of the above conditions arise during the day, a parent or emergency contact will be contacted and informed to pick up the child immediately. Please note that if your child is absent due to fever, the child must be running a normal temperature at least 24 hours before returning to Playground without fever-reducing medications. In cases of pink eye or other infections, the child must be on antibiotics for at least 24 hours prior to returning.

RULES FOR SUMMER PLAYGROUND

Site Rules

Each playground establishes rules that are appropriate for their specific site. The site rules are reviewed with the children on the first day of Playground and throughout the summer. Failure to adhere to the rules may lead to suspension or removal from the program.

Incentive Program

Children will be recognized by staff for performing good deeds, being a good friend, or demonstrating good behavior. Site supervisors develop good behavior incentives and rewards for the children in their care.

DISCIPLINARY PROCEDURES

All children are expected to behave in an appropriate manner. Any child exhibiting inappropriate behavior will have consequences according to the guidelines listed below. **We are NOT a 1 on 1 program.** All suspensions result in an immediate call to the child's parents. Parent will be informed to remove the child from the Playground site immediately upon notification. The following will be used as a guide; however, the Playground Director reserves the right to review all problems and suspend children to their discretion. Ultimately, the hope is to avoid the use of suspensions and removals, but the safety and well-being of all children and staff is our first priority. These are just a few examples:

1-Day Suspensions:

Repeated use of inappropriate language, i.e., profanity
Repeated disruptive, disrespectful behavior or bullying towards any staff or child
Stealing staff or other children's property

3-Day Suspensions:

Intentional destruction or abuse of playground and/or park property. Parents are responsible for any fees required to repair/replace damaged property.

5-Day Suspensions:

Fighting or dangerous actions directed towards any child or staff.

Permanent Removals:

Any repeated physical or verbal attack or threat toward children or staff. Any weapons or possessions judged harmful by the staff will be confiscated and result in permanent program removal.

PLAYGROUND FIELD TRIPS

Participation for all trips is optional. Field trip participants must be dropped off and picked up at Amos Herr Park on the trip day. Ample staff stay at the site with the remaining children while the trips occur. Trip participants are required to wear a playground shirt, which is provided at the child's first field trip. Each trip has limited space. Registration for trips is first come, first serve. **Trip registration can only be taken with full payment – spaces cannot be held without payment.** Waitlists are maintained for filled trips. Trip dates are subject to change, based on weather conditions. **Please note the times listed for return are estimated. Fees for all field trips and special events are non-refundable and non-transferable.** No Refunds. No exceptions.

<p>Pool Party Days (Fee is non-refundable) All Playground sites are closed on Pool Party days Fri, June 14, 10 – 1 PM (rain date June 21) Fri, June 28, 10 – 1 PM (rain date July 19) Fri, July 12, 10 – 1 PM (TBD) Fri, July 26, 10 – 1 PM (rain date Aug 2) Cost: \$20.00/child (includes pool party and lunch) Drop-off/pick-up at East Petersburg Community Pool All Playground sites are closed on Pool Party days</p>	<p>Lancaster Stormers Thurs, July 11 (50 max) 9:15 AM Depart Amos Herr Park 2:00 PM Arrive back at Amos Herr Park Fee: \$32.00 Fee is non-refundable Children will enjoy a baseball game and will receive lunch, including hotdog, chips, and drink. All children must wear their Playground t-shirt.</p>
<p>Guppy Gulch Tues, June 25 (50 max) Thurs, July 18 (50 max) 9:00 AM Drop off at Amos Herr Park 3:30 PM Return to Amos Herr Park Fee: \$48.00 Fee is non-refundable <u>Must be a strong swimmer. 8-12 year olds ONLY.</u> A former quarry is now home to a freshwater reservoir with inflatable slides, climbing walls, bumper boats, and more! Life jackets are provided and must be worn at all times. Prior to departure, a liability form must be completed for each child (see website for the form). Children will need a bagged lunch and must wear their Playground t-shirt.</p>	<p>The Laserdome Thurs, June 13 (100 max) Tues, July 30 (100 max) 9:00 AM Depart Amos Herr Park 1:15 PM Return to Amos Herr Park Fee: \$35.00 Fee is non-refundable Children are invited to play a lively 40-minute game of laser tag and experience an amazing laser light show concert! Please pack your child a disposable brown bag lunch; a fountain soda will be provided for each child. Children are welcome to bring extra money to play video games or purchase additional snacks. Playground shirt must be worn.</p>
<p>Go ‘N’ Bananas Tues, June 11 (100 max) Thurs, July 25 (100 max) 9:00 AM Depart Amos Herr Park 12:30 PM Arrive back at Amos Herr Park Fee: \$35.00 Fee is non-refundable Trip includes admission to Go ‘N’ Bananas and a \$5.00 game card for each child. Children are welcome to try their hands at mini bowling, spin zone, laser tag, and Ballocity while using their game cards in the arcade. There is no monkeying around! It’s “Go N” to be Bananas! All children must wear their Playground t-shirt and bring a brown bag lunch.</p>	<p>Zoo America and Live Animal Show Thurs, June 27 (50 max) 9:00 AM Load bus at Amos Herr Park 2:30 PM Arrive back at Amos Herr Fee: \$35.00 Fee is non-refundable Don’t miss out on this fun-filled day of exploring! Children visit and observe animals, including bears, bison, elk, wolves, and so many more! Children may bring additional money to purchase snacks or novelties. Trip includes admission, safari ride, and reptile show. All children must wear their Playground t-shirt and bring a brown bag lunch.</p>
<p>Lake Tobias Wildlife Park & Safari Tues, July 11 (50 max) 9:10 AM Depart for Lake Tobias 4:00 PM Return to Amos Herr Park Fee: \$36.00 Fee is non-refundable Animals, reptiles, and birds from around the world can be found here. Includes admission, safari ride, and reptile show. Children must wear their Playground t-shirt and bring a brown bag lunch. Spending money for the gift shop is optional.</p>	<p>Urban Air Adventure Park Tues, June 18 (100 max) Tues, July 9 (100 max) 9:30 AM Depart Amos Herr Park 12:45 PM Arrive back at Amos Herr Park Fee: \$45.00 Fee is non-refundable One of a kind place that offers fun for all. Includes all attractions and Urban Air Socks. Attractions include Drop Zone, Go-Karts, Runway, and more. Children must wear their Playground t-shirt and bring a brown bag lunch. Spending money is optional.</p>
<p>Cherry Crest Adventure Farm Tues, July 23 (50 max) 9:30 AM Depart for Cherry Crest 2:45 PM Return to Amos Herr Park Fee: \$38.00 Fee is non-refundable Don’t miss this fun day of exploring the Amazing Maize Maze, giant slides, farm tour wagon ride, pedal carts, singing chicken show, and more. Please pack a lunch for your child. Children may bring additional money to purchase snacks or novelties. Playground shirt must be worn.</p>	<p>Clearview Lanes Bowling Tues, June 20 (100 max) Tues, July 2 (100 max) 9:45 AM Depart for Clearview Lanes 1:15 PM Return to Amos Herr Park Fee: \$24.00 Fee is non-refundable Includes 2 hours of bowling, shoes, and lunch (hot dog and drink). Glow bowling is a fun experience with music and strobe lights! All children must wear socks. Spending money on snacks and video games is optional. Playground shirt must be worn.</p>