

**MATAWAN BOROUGH  
2019 SUMMER RECREATION  
PROGRAM**

FOR CHILDREN ENTERING KINDERGARTEN –  
8<sup>TH</sup> GRADE IN SEPTEMBER

HELD AT RAVINE DRIVE SCHOOL  
JUNE 25<sup>TH</sup> – AUGUST 2<sup>ND</sup>  
CLOSED JULY 4<sup>TH</sup>

MONDAY THRU FRIDAY 9:00AM – 1:00PM

REGISTRATION

MATAWAN COMMUNITY CENTER  
201 BROAD STREET  
MATAWAN, NJ 07747

SATURDAY MAY 11<sup>th</sup>, 10:00am – 12:00pm  
THURSDAY MAY 23<sup>rd</sup>, 6:00pm-8:00pm

Matawan Residents \$225.00 First Child, \$200.00 Each Additional Child  
Non-Matawan Residents \$275.00 First Child, \$250.00 Each Additional Child

TRIP LIST WILL BE PROVIDED AT REGISTRATION  
TRIP FEES PAID SEPARATELY (NOT INCLUDED IN REGISTRATION FEE)

For more information or to register by appointment call the  
Matawan Department of Recreation  
(732) 566-3898 ext. 130  
Registration Form Available at [matawanborough.com](http://matawanborough.com)

Registration must be completed no later than  
June 1st , 2019  
175 Maximum Registration

Dear Parents and/or Guardians,

Summer, 2019

The Summer Recreation Staff would like to welcome your child to the Matawan Summer Recreation Program to be held at Ravine Drive School. The program begins on Tuesday June 25<sup>th</sup> and ends on Friday August 2<sup>nd</sup>. The program meets Monday thru Friday from 9:00am until 1:00pm RAIN OR SHINE.

Please be aware that your child's attendance at Matawan Recreation Summer Program is conditional with the following rules and regulations:

- Children are to be dropped off to the designated area for their age group in the morning. It is very important that you notify your child's counselor if someone other than the designated persons will be picking up your child. If your child is going to be picked up by someone other than a parent, legal guardian, or someone designated by you on your child's registration form, we ask that you inform the counselor that morning. No child will be released or allowed to leave the program without prior written parental/legal guardian consent. It is imperative that all parents understand and comply with these rules in order to ensure the wellbeing and safety of your child.
- Please make sure that your child is picked up promptly at 1:00pm. The cost of the program does not include paying counselors over time for picking your child up late. Additionally, many of our counselors have secondary jobs and other responsibilities that do not allow them to stay past 1:00pm. Therefore, all parents will be charged an \$8.00 late fee for picking your child up past 1:00pm, and an additional \$8.00 fee for every ½ hour that they are late. If a child's parents, legal guardian, or designated driver cannot be reached, and has not made an effort to contact Recreation Staff an hour after the program has ended, the Matawan Police Department and the Division of Youth and Family Services will be notified.
- **IMPORTANT** - If you have instructions regarding specific individuals who are **NOT** to come into contact with your child please notify the Program Director, Alanna Zeller,
- Due to heat and humidity, please send extra drinks with your child. We recommend freezing a water bottle so that the drink stays cool for a longer period of time. Please write your child's name on the bottle in permanent marker to avoid confusion.
- Please apply sun block on your children every morning. We spend a lot of time outdoors and some children can get sunburned even on overcast days and we do not provide sunscreen at the program.

- We request parents send light paper bag lunches with your child's name and the grade they are going into. We do not have refrigeration available for lunches.
- We will be taking several outside field trips. No child will be permitted to attend field trips without submitting a permission slip. You will receive a list of trips available to your child and permission slip at registration. Please note that certain trips will be for certain age groups ONLY. If your child is not going on a field trip with their age group or on a trip that is for all age groups, there will be **NO PROGRAM** at the school for your child that day.
- All program participants will receive a T-shirt that **MUST** be worn on all field trip.
- Please do not allow your child to bring in treasured, expensive, or potentially dangerous toys or games to the program. Do not allow your child to bring electronics i.e. cell phones, ipods, video games etc... Please double check any backpacks, or bags that they bring to the program. Remind your child that any unauthorized items will be confiscated by staff and will be returned to the child's parent or legal guardian at the end of the day. We are not responsible for lost or stolen personal items.

**WE STRONGLY URGE YOU TO NOT ALLOW YOUNG CHILDREN TO BRING A CELL PHONE TO THE PROGRAM.**

**WE WILL NOT BE RESPONSIBLE FOR ANY LOST OR STOLEN CELL PHONES.**

Any child needing to make a phone call to a parent or guardian will be given access to a phone at the program.

- Please make sure your child is dressed appropriately for the program (closed sneakers, t-shirt, shorts). For your child's safety please make sure that your child does not wear platform sandals, tube tops, halters, dresses, heeled shoes etc.
- The program will have a water sprinkler available to be used on hot days at the discretion of the Director. You will be notified if children should bring in a bathing suit. Bathing suits should be carried in a small plastic bag so they can be sent home when wet. **If you do NOT want your child to get wet at the program please notify the Director.**
- A routine day of the program will include rotating 45 minute modules that begin at 9:15am and end at 12:45pm. These modules include arts and crafts, board games, tabletop games, outdoor playground and indoor sports.
- In order to promote cooperation we will be implementing a demerit program as follows:
  1. First offence = Call Home
  2. Second offence = A trip privilege will be taken away following a parent conference.
  3. Third offence = Expulsion from the program.
- Finally please reiterate to your child that no physical aggression or bullying will be tolerated. If a child is aggressive towards another child their parents will be called to pick up the child immediately. If the bullying behavior is severe, and/or repetitive in nature, the Summer Recreation Director reserves the right to expel a child from the program at the Recreation Commission's discretion. **No refunds will be issued after the program has started.**

Thank you for your anticipated cooperation! We look forward to spending a safe and fun filled summer with you!

Sincerely,

*Alanna Zeller*

Matawan Summer Recreation Program Director

# MATAWAN SUMMER RECREATION PROGRAM 2019 FOR CHILDREN ENTERING KINDERGARTEN – ENTERING 8<sup>TH</sup> GRADE

PARENT/GUARDIAN \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/ST/ZIP \_\_\_\_\_

PHONE (h) \_\_\_\_\_ (c) \_\_\_\_\_

EMAIL \_\_\_\_\_

IMPORTANT-PROGRAM UPDATES SENT VIA EMAIL

**HOW WILL YOUR CHILD BE GOING HOME FROM CAMP**

PARENT PICK UP  WALKING  BIKING

**NAMES OF INDIVIDUALS PERMITTED TO PICK UP YOUR CHILD**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PLEASE SEE PROGRAM DIRECTOR IF YOU NEED TO MAKE SPECIAL ARRANGEMENTS REGARDING THE DISMISSAL OF YOUR CHILD**

**Emergency Contacts (other than parent/guardian)**

**Phone Number**

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

**NAME**

**DOB**

**AGE**

**GRADE IN SEPT. 2019**

**SHIRT SIZE**

1ST CHILD \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

2ND CHILD \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

3RD CHILD \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Please attach additional registration form for additional children.

**ALLERGIES OR MEDICAL CONDITIONS WE SHOULD BE AWARE OF**

**MATAWAN RESIDENTS** FIRST CHILD \$225.00, EACH ADDITIONAL CHILD \$200.00  
**NON MATAWAN RESIDENTS** FIRST CHILD \$275.00, EACH ADDITIONAL CHILD \$250.00  
**MAKE CHECKS PAYABLE TO: BOROUGH OF MATAWAN**

**SHIRT SIZES**  
 SMALL 6-8 YRS MED 8-10 YRS LARGE 10-12 YRS XLARGE 12-14 YRS  
 ADULT SMALL ADULT MED ADULT LARGE ADULT XLARGE

I agree to hold the Borough of Matawan, it's agents, employees, servants, and volunteers harmless for any suit arising out of my child's participation in any program sponsored by the Borough of Matawan Recreation Commission in which my child and/or myself participates. I agree that I assume all liability for the use and operation of all equipment provided by the Borough of Matawan and that I indemnify and hold harmless the Borough of Matawan from all claims, actions, proceedings, expenses, damages, and liabilities, including attorney's fees, arising out of the use of equipment or the participants in any program.

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_ Amount # \_\_\_\_\_

I have read the Matawan Summer Recreation Program Parent Letter. I understand and agree to the rules and regulations outlined within. PLEASE INITIAL \_\_\_\_\_