



Welcome to Summer '13!

Welcome to the Boys & Girls Club of Assabet Valley's Full Day Summer Program! The Club's Team is so excited for another fun, game packed summer! Our main goal is to provide each and every child with a fun and safe place to play, learn, and build friendships.

The first step is to always hire a caring staff willing to work at achieving the goals. As in past years, the summer's focus will be on "safe fun in the sun." We would like all children to feel comfortable during the time they spend with us here at the Club. Pat Bishop Youth Services Director, Ryan Pratt Program Director, Jen Kuo Program Coordinator, Laura Booth Art Director. Head Counselors: Nikki Tyler, Colby Tyler, Steven Davis & Madison Brainard. Counselors: Jamie Poh, James Auguste, Joey Westerman and Cecilla Burke & Johnny Caso.

All staff are certified in CPR & First Aid. If you need to get in touch with your child during the day, please call the game room at 978-897-2474. The entire staff is eager to begin working with your child/children beginning Monday, June 24th. Thanks for giving us the opportunity to do so. We are confident you will like what you see! Please don't hesitate to call us with any questions!!!

DATES & HOURS

MONDAY—FRIDAY JUNE 24TH—AUGUST 23RD
8:00AM—5:00PM

Game Room Phone Number: 978-897-2474
Club Office Phone Number: 978-461-2871

Boys & Girls Club Rules

A list of rules has been established for the well-being of all children. We fully expect each child to abide by these rules and each parent or guardian to support the consequences if a child is unable to do so. If an infraction has been committed the child will be given a warning. These warnings will be documented by the counselor of the child and given to the directors of the program as soon as possible. At the director's discretion, continued neglect of the rules may lead to a loss of field trip privileges and the possible suspension or expulsion from the program. Please ensure your child understands the Club's Rules stated below!

CLUB RULES

CHILDREN MUST REMEMBER:

1. Respect counselors and each other. (No out downs)
2. Stay with the group!
3. Keep your hands to yourself!
4. Use appropriate language at all times.
5. No leaving program areas.
6. No gum chewing inside the club.
7. STAFF must walk children across the street.
8. Keep all balls and gym equipment in the gym.
9. All food must be kept inside the snack room.
10. Members must ask Staff to use the phone.
11. Do not go through anyone else's belongings
12. While in the club there is no running outside the gym
13. No members are allowed outside or in the gym unless accompanied by a staff member.
14. Leave personal belongings at home. (i.e. iPod, Cell Phone, Game Systems.)

CLUB PAYMENT POLICY

Program fees must be paid **on the Monday** your child is attending, unless you have made a payment plan with the Youth Services Director. If your child will not be attending our program, you must give us a two-week written notice. We need to know of any cancellations so we can give the reservation to another child. Unless we receive a two week written notice of cancellation you will be responsible for payment of the entire session, if we cannot fill the spot. If your child is attending our program for the whole summer or multiple weeks you may make weekly payments. Questions about your account?

Contact Wendy Allegrone-Leslie or Pat Bishop at 978-461-2871

SEE ATTACHED SHEET!

For Safety's Sake

As mentioned, safety is our main goal, but it has two parts: physical and emotional. Everyone has the right to their own physical space which must not be violated by another child (see rule #3) Also, each child should expect no verbal abuse, which is every bit as dangerous as physical abuse. With this in mind, it is stressed that no "put downs" be used while at the Club. This falls under rule #1.

For safety's sake, attendance will be taken on a daily basis. It is important to know who is present at all times. If you drop your child off after 9:00am, please bring him or her directly to the Club's front desk. We want to be sure that your child is accounted for at all times!

If you are picking a child up early, please send in a note to the counselor who will record the change on his or her daily attendance sheet. If someone other than a parent or legal guardian is to pick up your child, please include that information in the note and be sure their name is included on the Parent Pick Up Form which is handed out on the first day. If it is to be a long-term situation, then one note detailing the time frame. This step is considered a necessary precaution.

The program does not begin until 8:00 a.m. **No one is allowed to be dropped off before 8:00 a.m.** Supervision of the children cannot be guaranteed until that time! The program ends at 5:00pm. **All children must be picked up by 5:00 p.m.** Repeatedly late pick-up may result in the termination of the program for your child. Since we stress safety throughout the program, it is vital that parents adhere to this procedure. **SEE ATTACHED LATE PICK-UP POLICY**
Thank you for your cooperation.

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BOYS & GIRLS CLUB FULL DAY SUMMER PROGRAM

S U M M E R 2 0 1 3

Clothing, Sun, Rain & Bugs!



Pick-up & Drop-off Procedures

Due to the nature of our program, the children are active a good portion of the day. For reasons of safety, they should be dressed accordingly. Most importantly, **children should wear sneakers!** Other than that, whatever is comfortable for them and allows freedom of movement is acceptable. Also realize that we often work with paints and other art supplies.

When rain is predicted, it is a good idea to send a change of clothes to camp with your child along with a raincoat and grubby sneakers to play outside in. Mud Soccer, Tug-O-War, and Puddle Splashing are just some of the ways we enjoy mother nature's bath! You may also want to label clothing items with your camper's name.

There is an abundance of sun & bugs at our program. Please protect your child by applying sunscreen and bug spray before coming to the Club. If you wish to pack some extra for the afternoon, please label them and we will see that they are applied again.

THE PICK-UP & DROP-OFF POLICY:

- 1 You **MUST** fill out a Parent Pick-Up Authorization Form on the first day of the week indicating all adults who will be picking up your child/children.
- 2 **DROP-OFF.** Parents, guardians, or babysitters will drop-off children at the Boys & Girls Club. Parents or guardians must come into the Club to drop off your child. **No one is allowed to be dropped off before 8:00 a.m.**
- 3 **PICK-UP.** Pick-Up will take place at The Boys & Girls Club. Parents or guardians must come into the Club to get your child. No phoning in to tell your child you are outside, unless approved by the Youth Services Director. **All children must be picked up by 5:00 p.m.**
- 4 Please park in a marked parking spot. **DO NOT** just pull up to the Club to get as close as possible, as this poses safety risks.
- 5 The children will be instructed not to leave with anyone who is not listed on their pick-up authorization form. If someone else is to pick them up then the directors must have written instructions directly from the parent or legal guardian.

Transportation Policy

The Boys & Girls Club is not responsible for transportation to or from the program. Employees are prohibited from transporting program participants. Field trip transportation will be provided by bus or van unless there is an illness or behavioral problem. If this should happen, the Boys & Girls Club or the Program Directors will bring the child back to the Club and notify the parent/guardian.

Odds & Ends from the Director

- Members should bring a bathing suit and towel every day.
- There will be theme days this summer. They are indicated on our summer calendar of events and are further explained on this newsletter's last page.
- **We do not provide snacks!** Please make sure your child comes with a snack, beverage and lunch. **All food brought to Club needs to be peanut free.** We eat snack around 10:00 and eat lunch around 11:30 each day.
 - Please pack a lunch that does not needed to be heated or put in the refrigerator.
 - Children should wear play clothes. They will get dirty.
 - If you need to get in touch with us, please call the Club at 978-461-2871.

DISCIPLINE POLICY

The Boys & Girls Club of Assabet Valley endorses fair and age appropriate program rules, which ensure a safe and orderly environment. Program staff, parents and guardians working together, can teach respect for others, the necessity for group rules and the need for peaceful resolution of differences. Within our program, participants are expected to adhere to the same behaviors that are required within the classroom. The Club Staff have final say over what is considered appropriate or inappropriate behavior.

Examples of Discipline Procedures:

When a child's behavior departs from the program's standards of acceptable behavior, any of the following may take place as deemed necessary by Boys & Girls Club Staff.

Conference with child and staff members, Loss of program privileges, Removal from group, Parents notified, Loss of field trip/special event privileges, Suspension from program. Suspension length can vary from 1 day to permanent suspension and is at the discretion of the Program Director.

SEE ATTACHED SHEET!

Dismissal Policy

For the safety of our participants, employees of the Boys & Girls Club will only release your child to the individuals listed on the Parent Pick Up Form. You may list as many people as you want on this form. If your child needs to be released early due to illness/injury and you are unavailable, as stated in the Medical Policy "If we cannot reach the parent/guardian within 20 minutes, we will call the first person listed on your child's authorization form. A message will then be left with parents/guardians to notify them as to who the child is being sent home with".

Specific written notification is required for all changes in your child's pick-up routine. In addition to a day/date specific note, anyone picking up your child must be listed on the authorization form. For your child's safety, verbal notification is not accepted. If unfamiliar to the staff, the person picking up will be required to show picture identification before the staff dismisses your child. Any changes (including adding or withdrawing names) to the authorization form must be made in writing with the Youth Services Director.

For the safety of the children, the program does not allow children to be signed-in, signed-out, then signed in again later. Once a child is signed-out, he/she cannot be signed-in again that day, unless approved by the Director.

Is your child planning on attending our 2013 Full Day or Half Day Programs?

If your child is attending either our Half Day Playground Program or our Full Day Program, you MUST attend one of these meetings before your child can attend. In these meetings, we will go over all our policies and procedures, all paperwork we need, safety and discipline policies, the events calendar, permission slips, medical policy, etc.

This is also the time to ask questions, register, etc. As many of you know, our summer programs have grown in the last few years. With so many kids attending, to run an amazing program, our staff needs to be focused on the kids for the hours they are with us. These meetings are the most effective, efficient way for us to get everything out there.

PARENT MEETINGS DATES

Tuesday, June 4th 9:00am-10:00am

Thursday, June 6th 6:30pm -7:30 pm

Monday, June 10th 9:00 am - 10:00 am

Thursday, June 13th 6:30pm - 7:30 pm

If your child registers for Full Day or Half-Day Summer Programs after June 13th, we will hold a meeting for new participants every Tuesday at 5 pm beginning on June 25th.

MEDICAL POLICY

The following policies are for the protection of the participants and the staff at the Summer Program. Unfortunately, the facilities are not conducive to accommodating children who are not feeling well. Our Staff is CPR and First Aid certified and therefore will have the final decision as to when a child needs to be sent home.

For example, your child would be sent home if:

- They are running an elevated temperature (100.0° F or higher).
- They show signs of any type of rash.
- They have a contagious illness/condition.
- They are nauseous, vomiting or are complaining of a severe headache.
- They receive an injury that requires further medical attention.

Children who are sent home with a contagious illness/condition will not be re-admitted to the program without a doctor's note. For any emergency medical situation, the Maynard Fire Department will be notified first, followed by the parent/guardian. If a parent/guardian is instructed to pick-up a child, transportation for the child must be arranged within the hour. If we cannot reach the parent/guardian within 20 minutes, we will call the first person listed on your child's emergency contact form. A message will then be left with parents/guardians to notify them as to who the child is being sent home with.

Medications

Staff are not allowed to administer any prescription or over the counter medications. Please administer all medications prior to the start of the program. Please do not send your child to the program with any type of medication. If your child is in need of medication in the event of a bee sting please bring this to our attention upon registering your child.

ADDITIONAL PRICING

SWIMMING LESSONS

The Boys & Girls Club offers Swimming Lessons to our Full Day Program Participants.

- The fee is \$30/per week. Fee includes transportation, 4-one hour lessons, Red Cross certified swim instructors and small classes.
- A minimum of 10 participants must be signed up for the transportation to take place. The maximum is 13. After 13 children are registered you will be enter on the waitlist.
- Swim Lessons will be offered for 5 weeks from July 8th-August 5th.
- Lessons will be offered at Lake Boon in Stow in coordination with the Stow Recreation Department.
- Participants will be evaluated by swim instructors and put in the appropriate level.
- Please indicate on registration form what weeks you would like to register for.
- Every child is required to follow the instructions of the life-guard. If a child is not listening or following rules and taking away from the safety of others they will be asked to sit out. If the problem persists they may be removed from swim lessons.

JUNIOR GOLF PROGRAM

The Club is coordinating with the Maynard Golf Course to bring our members a Junior Golf Program. Two afternoons during the summer the club will transport participants to Maynard Golf Course and they will be given lessons on learning the game of golf. The cost is \$10/trip, and you must have the permission slip signed. The program will take place on Wednesdays: 7/17 and 8/14.

PERMISSION SLIP

To participate in Swimming Lessons, Golf Lessons or Kayaking a permission slip must be signed. This is on a first come, first serve basis.

Please be aware of age requirements for each trip.

CRAFT FRIDAYS

The Club will be having \$5 craft Fridays. This is different from the regular crafts that will be offered through out the week. For members that want to participate you can sign up online or at the front desk. Please sign up before the start of the session. You must pay the \$5 to reserve their spot. See attached calendar for crafts.

KAYAKING

The first 13 members to sign up, ages 8-12, will be going kayaking. If you are interested in signing your child up but they are under the age of 8 please see one of the directors. The Club will be providing transportation to and from the Club to the Kayaking location. The Kayaking trips are \$8/per person and fees are due on the day of the trip. The fee includes lifejacket and two hours of kayaking. All trips will take place at Lake Boon in Stow. The trips are scheduled for Wednesday, June 26th, July 10th, July 17th, July 24th, July 31st, and August 14th at 10:00 am. All members participating must be at the Boys & Girls Club promptly at 8:30am.

ICE CREAM

An Ice Cream truck will be coming to the Club weekly. Participants must bring \$2 to get an ice cream. Dates & Times for each of the ice cream outings are posted on the activity calendar.

FIELD TRIP & THEME DAY INFORMATION

THEME DAYS

This summer, we have scheduled 18 dress-up days in coordination with our Theme Weeks. This summer's dress up days will be: Polka dot, Pajama Day, Red, White and Blue Day, Wear your Favorite Flip Flops, Bandana Day, Crazy Hair Day, Black & Orange Day, Wear your Hawaiian Shirt, Favorite Sunglasses Day, Neon Day, Wear your Favorite Hat Day, Wear your Favorite Sports Gear, Backwards Day, Super Hero Day, Group Theme Day, Dress Up Like a Staff Day

June 25th: Polka Dot Day - Who can wear the most Polka Dots?

June 28th: Pajama Day - Roll out of bed and come to Pajama Day

July 3rd: Red, White and Blue Day - How patriotic can you get?

July 5th: Wear your Favorite Flip Flops - I hope your feet don't stink!

July 9th: Bandana Day - How many different bandanas do you have?

July 12th: Crazy Hair Day - How crazy can you make your hair?

July 16th: Black & Orange Day - Show your Maynard Spirit.

July 19th: Wear your Hawaiian Shirt

July 23rd: Wear your favorite sunglasses!

July 26th: Neon Day - Lets see how many Neon colors we can get!

July 30th: Black & Orange Day - Show your Maynard Spirit.

August 2nd: Wear your favorite Hat!

August 6th: Wear your Favorite Sports Gear - Red Sox, Patriots, Bruins, Celtics or whoever your favorite team is!

August 9th - Crazy Hair Day - How crazy can you make your hair?

August 13th: Backwards Day - Wear everything you got backwards!

August 16th: Super Hero Day - Dress up like your favorite Super Hero

August 20th: Group Theme Day - Pick a Theme with your group and dress for that theme.

August 23rd: Dress Up Like a Staff Day - Pick a member of the staff and dress like they do.

McDONALD'S DAY

On Friday, July 12th, Club members will walk to Maynard's Downtown McDonalds. Thanks to Wright family, members will get an inside look at how McDonalds operates. Plus members will get an opportunity to help make their own food. Members can bring additional money to purchase menu items. We will be leaving the Club at 11am.

LAKE BOON

This Summer, weekly members will be going to Lake Boon in Stow, twice a week as indicated on your events calendar. Please make sure you child has a bathing suit, towel and sun block. Lifeguard will be on duty. Each member will be required to take a swim test if they want to go in the deep end.

FIELD DAY WITH CAMP STOW

The Boys & Girls Club will be hosting two "Field Days" at Lake Boon in Stow. Members should bring a bathing suite and towel. Also please make sure you pack a lunch that does not need to be heated up. Water bottle is recommended. We will also be attending the Flying High Frisbee Dog Show.

MUSEUM OF SCIENCE

On Monday, July 22 the Museum of Science will be visiting the Boys and Girls Club.

PUBLIC SAFETY DAY

We will be hosting the Maynard Fire Department and Maynard Police Department as well as other local Police and Fire Departments and the Middlesex Sheriff. Lunch will be provided.

"BRING A FRIEND DAY"

Bring a friend to the Club on July 1st & August 12th for FREE! This is your chance to show your friends what the Club is all about. All "friends" must fill out a Parent Pick Up form to attend.

FIELD TRIPS

**A Certified Lifeguard will be on staff for all water Field Trips*

Olympic Day

This year we will be celebrating national Olympic day. Members will be split up into 9 different countries and compete in different Olympic event at alumni filed.

*Breezy Water Park

We will be going to Breezy Water Park in Douglas, MA two times throughout the summer. If rain cancels these trips, they will be rescheduled. The children will depart from the Club at 8:45 a.m. and return at 4:00 p.m.

Welcome to Breezy Picnic Grounds Waterslides ... a family owned recreational facility nestled in the heart of the Blackstone Valley National Heritage Corridor. Children will enjoy swimming in crystal-clear Whitins Reservoir, riding the waterslides, including the Tunnel Twister slide (all with unlimited rides!), or just relaxing in the clean well-groomed grounds.

Since we'll be spending the entire day at the water park, we recommend that you pack two peanut free snacks and a lunch for your child. Another option you may choose is to send them with some money as food is served on the premises. Other items that should be packed include a bathing suit, towel, and extra set of clothing (you'd be surprised at how many children drench the clothes they wear to the park), water shoes, and sun screen.

*Coco Keys Water Resort

On Thursday, July 11th, we will be going to Coco Keys Water Resort in Fitchburg. We will be leaving the club at 9:00 a.m. and will be returning to the club at 3:00 p.m. Members must bring a lunch or you may choose to send them with some money as food is served on the premises. Other items that should be packed include a bathing suit, towel and water shoes.

Southwick Zoo

Thursday, July 18th, we will be taking a field trip to the Southwick Zoo. Members will be split up into groups and will be led through the park by the Club staff. We will be eating lunch at the park, participants should bring a snack and lunch as we will be there for the majority of the day. You can also send your child with money as there are places to buy food and souvenirs. We will be leaving the club at 9:00 a.m. and will be returning at 3:00 p.m.

Patriots Training Camp OR Drumlin Farm

This summer we will be taking a trip to Foxboro, MA to attend the Patriots training camp. There is also a Kidz Zone, with a bunch of blown up obstacles for the kids. In order to participate in the Kidz Zone parents must fill out a waiver form and return it to the Club by

Monday, July 22nd. Please pack a lunch, water bottle and sun block. This tends to be a hot day so please bring plenty to drink! If your child would prefer to attend Drumlin Farms please notify a Director. Patriots Training Camp and Drumlin Farms is subject to change.

Purgatory Chasm

On Thursday, August 8th, we will be going to the Purgatory Chasm in Sutton. The Purgatory is a unique natural landmark, Purgatory Chasm runs for a quarter of a mile between granite walls rising as high as 70 feet. Popular with picnickers and rock-climbers alike, the Chasm is believed to have its origin in the sudden release of dammed-up glacial melt water near the end of the last Ice Age approximately 14,000 years ago. We will be leaving the club at 9:00 am and returning at 3:00 p.m.

*Crane Beach

At Crane Beach, you'll enjoy one of the finest beaches and outdoor recreation destinations on the East Coast. With its clean, inviting water, miles of shoreline, and mesmerizing views, Crane Beach has been a favorite with the ocean-loving public for generations. We recommend all children ages 7+ attend Crane Beach.

Bonkers Funhouse

Enjoy a fun filled day at Bonkers Funhouse, Nominated by Nickelodeon fans as "best indoor play space." Bonkers offers a sky high frog hopper, merry go round, a huge maze and more. We recommend all children ages 5 and 6 attend Bonkers Funhouse for safety reasons.