BARNSTABLE RECREATION

LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021

REGISTRATION PACKET

REGISTRATION: May 4—June 14, 2021 starting at 8:45 AM

ON-LINE www.townofbarnstable.us/recreation

OR

IN PERSON Hyannis Youth and Community Center, 141 Bassett Lane, Hyannis MA (May 4, 2021 ONLY) from 8:45 - 11:00 AM

AVAILABLE SITES:

Barnstable United Elementary School (Grades 1-5)

Barnstable West Barnstable Elementary School (Grades 1-5)

Barnstable Intermediate School (Grades 6-8)

PROGRAM DATES: Monday—Friday, July 5— August 20

PROGRAM TIMES: 8:30 AM-4:30 PM

FEE: \$950.00



ABOUT THE PROGRAM: This is an all day program where your child(ren) can come and have a safe and fun summer with their friends. During these times of COVID-19, the Recreation Division will be adopting the current CDC recommendations for social distancing and PPE. We are thinking outside of the box and coming up with many activities and games we hope your child(ren) will enjoy. We are hoping that by having children back in schools this spring that COVID-19 protocols will be less restrictive by summer and we may be able to go on a few trips. Fingers crossed!! The counselors can't wait to see you! JOIN US!!! After registration, you will be receiving more information about the program.

Our staff is First Aid and CPR Certified!

RETURNING YOUR PACKET:

- Please make sure the entire packet is completed.
- You can FAX it to: 508-790-6279
- You can email it to: michelle.davies@town.barnstable.ma.us
- You can drop it: In the drop box located at the front of the Hyannis Youth & Community Center Registration packets cannot be accepted until after registration begins.

Any household with an outstanding balance to the Town of Barnstable as of May 3, 2021 will not be able to register.

If you have any questions, please contact Mickie Davies at : Barnstable Recreation, 141 Bassett Lane, Hyannis, MA 02601

The initial payment \$450.00 is due at the time of Registration by check/money order made payable to the Town of Barnstable. Master Card and Visa are also accepted. We are unable to accept cash. Financial aid is available to qualifying applicants. To apply, complete and submit both a Financial Aid form and CDBG (Grant) application (available upon request) along with your most current tax forms and/or income verification statement(s). Applicants must pay the initial payment of \$450.00 at the time of registration. After reviewing the required documentation, applicants will be notified if they are approved for financial/grant aid. Refund requests between May 28 and June 25, 2021 will be granted minus a \$450 administrative fee. No refunds will be granted after June 25, 2021. Program fees must be paid in full by June 25.

BARNSTABLE RECREATION LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB

JULY 5- AUGUST 20, 2021

\$950 PROGRAM FEE

FORM EXPLANATION SHEET

PLEASE PRINT NEATLY AND CLEARLY ON ALL SHEETS. THANK YOU.



CHECK OFF SHEET—This sheet is designed to help you check off what you need to complete in order to be prepared for registration. Once you have completed a form in the registration packet, check off that you have done so. If at any time you have a question about one of the forms or the program, please feel free to ask us at Registration or you can call the Recreation Office @ 508-790-6345, 8:30 AM to 4:30 PM Monday through Friday.
REGISTRATION FORM—Please complete the top portion of this form. This form must be turned in during Registration. Be sure to read the bottom portion of the registration form that explains financial aid submittals and refund regulations. The waiver portion of this Registration form must be signed in the presence of a Recreation Division employee if registering in person. Those registering on-line must provide an electronic signature.
PROGRAM T-SHIRT FORM - This sheet will help us outfit your child with the proper fitting T-Shirt.
ALTERNATE PICK-UP SHEET - We understand that you may not be able to pick up your child everyday from the program. That being said, it is very important for you to authorize three alternate people to pick up your child in the event you cannot do so. Please list their full names and phone numbers. Also, please explain to anyone you listed that they will be asked for a photo I.D. and the list will be checked at the time of pick up. I apologize now for any inconvenience that this may cause, but it is for the safety of your child. If the individual is not on the list and no prior arrangements have been made with the Program Director, the child will not be allowed to leave with that individual. Your child cannot attend the program without this information.
MEDICAL FORMS- These forms total three pages, including the Release of Confidential Information Form. It is very important to fill out all the information so that we may do our best to meet the specific needs of each child and have a clear understanding of each individual. Even if the answer is NO, or does not apply please take the time to indicate a response. Your child cannot attend the program until we receive this information.
WHITE EMERGENCY CARD- (Not included in this packet)- This small card is very important. The card goes everywhere your child goes. We need all information on it to be accurate in case of a medical or any other emergency. Please fill out front and back completely. We will give you one on the first day of the program to fill out prior to dropping off your child.
WRITTEN CONSENT FOR MEDICATION This form needs to be filled out ONLY if your child is taking any medication during the Program, including inhalers, Epi pens or any prescriptions/over the counter medications.

PRIVATE PHYSICIAN'S EXAMINATION- (not included in this packet)- Every child coming into the Program, whether they have attended before or not, must have a current physical saying they can attend the program from their Primary Care Physician. You can get a copy of this information from your school nurse or your primary physician. These forms can be brought to the HYCC in person and placed in the locked drop box in the front of the HYCC or they can be faxed to our office by your physician. The fax # 508-790-6279 Attention: Mickie Davies. Your enrollment in the program will be forfeited if this information is not submitted. No Exceptions!! Understand that this form is essential to register, however, it must be received by us within one week after the date of your registration for your child to be able to attend. You will not be fully registered until the Private Physician's Form (Physical) is received!
RELEASE OF CONFIDENTIAL INFORMATION - This is an important form and allows us to give and obtain medical information from your child's physician to ensure current, accurate medical records.
PAYMENT PLAN EXPLANATION AND MAIL IN RECEIPTS - Registration. The top portion of this sheet explains the cost of the program (\$950 per child) and a payment plan schedule (if you choose to submit payments), and financial aid requirements. Grant funds are also available to qualified applicants. You will find payment submittal receipts on the bottom portion of this sheet. Please detach and submit one receipt with each payment. Make sure that your child's name, Program Site, and all of the information is filled out to ensure your account is credited properly.
IN ORDER FOR YOUR CHILD(REN) TO BE COMPLETELY REGISTERED FOR THIS PROGRAM, YOU MUST SUBMIT THIS ENTIRE PACKET OF PAPERWORK within one week of your Registration Date. Getting this paperwork to us in a timely fashion helps us to prepare to give your child(ren) a safe and fun experience.
Items you will need to provide at Registration:
BIRTH CERTIFICATE- FOR CHILDREN ENTERING FIRST GRADE ONLY. We will need a copy of your child's birth certificate. You will <u>not</u> be allowed to register without this.
BARNSTABLE RESIDENCY/TAX PAYER- Please be prepared to verify (driver's license showing a Barnstable address, or a Barnstable address imprinted on your check, or a copy of your most recent real estate tax bill) that you are a year-round resident or taxpayer in the Town of Barnstable. This program is for Barnstable Residents ONLY!
More information will be coming out to the families who register for this program, as we will be using the current guidelines from State and Local Government to ensure the safety of our participants and staff.
Thank you for your time. I hope this sheet has assisted you. I look forward to seeing you at registration beginning, Tuesday, May 4, 2021 from 8:45 AM -11:00 AM at the Hyannis Youth & Community Center, but we suggest that if you are able to register in the safety of your own home with a cup of coffee, on-line beginning at 8:45 AM on May 4, 2021, that would be ideal! Any questions, please call the Recreation Office (508)790-6345. Thank you.

Mickie Davies Therapeutic Program Coordinator Town of Barnstable

TOWN OF BARNSTABLE – RECREATION DIVISION Registration Form - Leisure Program / All Day Summer Fun Club	Site: <u>BUES</u> 0 – 2021
Participant Name:	
First Last Gender: M F Birthdate:Grade in Sept. 2021: _ Allergies/Medications:	
Primary Parent/Guardian:	
Address:	
Other Parent/Guardian:	
Address: (if different):	Work Phone: —
E-Mail Address:	
Emergency contact:Address:	
IN ORDER FOR YOUR CHILD(REN) TO BE COMPI PROGRAM, YOU MUST SUBMIT THIS ENTIRE I	
To apply, complete and submit both a Financial Aid and Grant form (available and/or income verification statement(s). Applicants must pay the initial paymereviewing the required documentation, applicants will be notified if they are between May 28 and June 25, 2021 will be granted minus a \$450 administration and Program fees must be paid in full by June 25th. PARENTAL CONSENT, RELEASE FRAND INDEMNITY AGREEM	nent of \$450.00 at the time of registration. After approved for financial/Grant aid. Refund requests ive fee. No refunds will be granted after June 25, 2021. ROM LIABILITY
The undersigned parent or guardian of	Leisure program / All Day Summer Fun Club and Town of Barnstable, a municipal corporation of the employees, servants and agents, of and from any and all expenses and compensation on account of, or in any injuries or property damage which I may now or right of action for damages which said minor has or ity resulting or to result from his/her participation in the oprotect the Town of Barnstable and its successors, amages, compensation or otherwise on the part of said th his/her participation in the Town of Barnstable emburse or make good to the Town of Barnstable or its damage or costs, including attorneys' fees, the Town om said minor's participation in said recreation
Amt. Paid \$ Bal. Due \$ F/A/ Submitted: Y	
Ann. raid ϕ Bai. Due ϕ F/A/ Submitted: Y	IN CHECK/IVIO#

TOWN OF BARNSTABLE LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021 T-SHIRT FORM

Please check the correct size for your child so that we may do our best to outfit him/her with the proper fitting shirt for the Program.

CHILE	D'S NAME:
SITE:	BUES
	Youth Small
	Youth Medium- Size 12
	Youth Large- Size 16
	Adult Small
	Adult Medium
	Adult Large
	Adult Extra Large
	Adult Extra Extra Large
CHILE	TOWN OF BARNSTABLE LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021 ALTERNATE PICK UP SHEET D'S NAME:
SITE:	BUES
Pleas child be ch list a Altho	se list the people (other than yourself) who may pick up your child from the summer program. se list their phone numbers. It is very important that our staff know who is able to pick up your I. Also, understand that persons other than yourself will be asked for a photo I.D. and the list will hecked to make sure he or she is authorized to pick up your child. If the individual is not on the and no prior arrangements were made, the individual will NOT be allowed to take the child. Ough this may seem like an inconvenience, please understand that this is for the safety of your I. Your child cannot attend the program until we receive this information Name (please print) Phone#
1	·
2	
3	

BARNSTABLE RECREATION LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021

SITE NAME:	BUES	

	GENER	AL INFORMATION]	
Child's name Guardian #1 Home Phone Work Phone Cell Phone Summer Address		Guardian #2 Home Phone Work Phone Cell Phone		
Emergency Contact #1Emergency Contact #2				
	MEDIC	CAL INFORMATION]	
Physician's Name		Dentist's Number	er	
Is your child on any medications? If "YES" please answer the following		Physician Medication		
Does your child have allergies? If "YES" please answer the following		Food Medications Other		
If the parent/guardian or emergence program staff/nurse to provide eme		an not be reache	d, is peri	
If necessary, is permission granted hospital? YES NO	to the prog	ıram staff/nurse f	or your o	child to be taken to the
	MEI	DICAL HISTORY]	
In order to better serve your child that your child may have.	, please ind	icate, in detail, a	ny needs	, disabilities, or concerns
Does your child need extra assistar	nce due to t	his disability? Ex	plain	
Is your child on an IEP? YES NO School_ Does your child require any of the Hearing Aid Glasses Braces Whe Explain	Tea			

Does your child have difficulties in the follow Neurological Vision Hearing Orthopedic Explain	
Does your child have any behavior difficultied Hitting Pinching Kicking Tantrums Bitin Non-Compliance Explain	• • •
Is your child on a behavior plan at school? School Teache	YES NO er's Name
PAREN	NT AUTHORIZATION
has my permission to engage in all Leisure Pronoted. I hereby release the Recreation Division any prescribed medication administered to my hereby give permission to the to the medical property or Program Director to order x-rays, routine to accident/incident. In the event that I can not permission to the physician selected by the property in the property of the pr	est of my knowledge and the person described herein gram/ All Day Summer Fun Club activities except as on and it's staff from any responsibility or liability for a child under the direction of the family doctor. I person selected by the Recreation Program Coordinator ests, and treatment for my child in case of serious be reached during an emergency, I hereby give ogram staff to hospitalize and secure proper treatment may be photocopied for use by medical services
Guardian's signature	 Date

BARNSTABLE RECREATION DIVISION LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021 PARENT/GUARDIAN WRITTEN CONSENT FOR MEDICATION ADMINISTRATION

RHES

SITE:	
GENERAL INFORMATION: PLEASE PRINT	
Participant's Name	Age
Date of Birth	Gender
Parent Name	
Home Address	
Home Phone Cell Phone	Work Phone
Other Persons, if any, to be notified in case of en	mergency if parent/guardian is unavailable:
Name Relationship	Telephone
My child is currently taking the following medicat confidentiality)	tions (to be completed if not in violation of
Please list all of the medications the child is taking	ng, including those being given during program hours:
1 2	3
4	
My child is known to have the following allergies:	
CONSENT:	
 I give permission to have the Program Nurse, designated to be the Program Nurse, to give n 	
Prescribed by:	To:Participant's Name

- All medications shall be stored under the Nurse's or appropriately trained Director's supervision.
 Appropriately trained Program personnel are to assume the responsibility for administrating medications requiring injections only in life threatening conditions.
- 4. The Nurse and Director require a record to be maintained in the individual's student health file for all medications dispensed.



Town of Barnstable BARNSTABLE RECREATION

PATTI MACHADO

Recreation Director

141 Bassett Lane, Hyannis, MA 02601 T: 508-790-6345 | F: 508-790-6279 | E: Patti.Machado@town.barnstable.ma.us



RELEASE OF CONFIDENTIAL INFORMATION

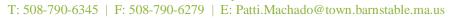
Io (Parent/Guardian) hereby authorize Barnstable Recreat medical record of my child. This inf Leisure Program / All Day Summer F medical records for this child.	(Address) Lion to exchange, obtain formation will be kept or	file for the child's atte	ndance in the Barnstable Recreation
(Child's Name)	(Date of Birth)		
I understand that this information w Day Summer Fun Club.	ill be shared among pers	ons involved in the supe	rvision of the Leisure Program/All
This consent may be revoked by me Without my express revocation, this			been taken to comply with it.
Start typing below this line:			
(Parent/ Guardian Signature)	(Date)	(Exp. Date)	



Town of Barnstable BARNSTABLE RECREATION

PATTI MACHADO Recreation Director

141 Bassett Lane, Hyannis, MA 02601





PERMISSION TO USE HAND SANITIZER

I(parent/ guardian) give permission for my child
(child's name) to use the hand sanitizer being provided by
The Barnstable Recreation Leisure Pro	gram/ All Day Summer Fun Club.
(Parent/Guardian signature)	(Date)

BARNSTABLE RECREATION LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB DISCIPLINE POLICY

•	The Barnstable Recreation Summer Leisure Program / All Day Summer Fun Club offers a quality
	experience for your child. All that is asked in return is that your child follows the rules and code of
	conduct described below. Please read the following policies and discuss them with your child(ren)
	then sign the bottom and return to your LP / ADSFC site Director.

٠	Minor	offenses	include	the	foll	lowing:

- name calling
- not listening
- refusal to participate in activities
- Major offenses include:
 - fighting or other physical contact
 - intimidation/bullying
 - destruction of school/Leisure program property

2 nd time: A staff member will speak to parent/guardian 2 nd time: A written warning notice will be sent home 3 rd time: Suspension from the program for one day 4 th time: Suspension from the program for three days 5 th time: Suspension from the program for the remainder of the	ne Summer					
*The discipline policy is subject to change based on the severity of the incident						
Child's name:						
Child's signature:	Date:					
Parent's name:	-					
Parent's signature:	Date:					

TOWN OF BARNSTABLE - 2021 LEISURE PROGRAM/ ALL DAY SUMMER FUN CLUB

To Physician/Practitioner:

Please note that your initial school examination of the child should be recorded on the prescribed itemized form (PH - M - 18). This abbreviated form is to be used only for follow up subsequent examinations.

Individual's Name:	
Address:	
Date of Birth:	LP / ADSFC Site:BUES
Date of last complete physical exam: _	Hgt: Wgt:
Significant Findings:	Blood Pressure:
	Het. Or Hgb.:
	Other Lab:
	TB Test:
Significant illness or injuries since last r	report:
General estimate of health:	
Immunization/Boosters (give exact date	<u>e):</u>
DTP: TD:	
TOPV: Other:	
Medication or treatm	ent orders to be carried out at the program
Restrictions on sports participation or re	ecommended modifications to program:
Other Comments:	
Signature, Examining Physician, Nurse Practitioner	Date
org. a.c. of Endinning Englished Habitation	bato
Name and Address	

TOWN OF BARNSTABLE RECREATION DIVISION LEISURE PROGRAM / ALL DAY SUMMER FUN CLUB, 2021 **PAYMENT PLAN**

- The Leisure Program/All Day Summer Fun Club fee is \$950.00. Payment in full at the time of registration will be accepted.
- A Minimum deposit of \$450.00 per child is required at registration in order for your application to be accepted. NO EXCEPTIONS!!
- If you choose to participate in the payment plan, you must adhere to the following payment schedule in order to secure your child's spot in the Leisure Program / All Day Summer Fun Club. Otherwise, your program spot will be forfeited. Program fees must be paid in full by June 25, 2021. Refund requests between May 28-June 25, 2021 will be granted minus a \$450 Administrative fee. No refunds will be granted after June 25, 2021. **No Exceptions**.
- Attached are two payment stubs which indicate the amount to be paid and the payment due date. Please send in the payment stub with your payment and indicate, in the space provided the site of your Leisure Program/All Day Summer Fun Club.

Payment Schedule: Initial Deposit \$450.00 Due at Registration - May 4, 2021 \$250.00 Due by May 21, 2021 Payment II \$250.00 Due by June 25, 2021 Payment III

- If you have submitted a financial aid application, you must still submit the initial deposit of \$450.00 in order for your application to be accepted. You will be notified by mail as to whether you qualify for financial assistance. If you qualify, financial aid in the amount of \$200 will be applied toward your balance. Please keep the payment stubs in the event you do not qualify. We will also review your qualifications to receive funds from Barnstable's Community Development and Block Grant Program.

Barnstable . We also a		'isa. Send paymer m/ All Day Summe	nt and the pa er Fun Club P	ayment stub to: Payment Plan,	
Detach and return with Payment II: SITE: BUES Barnstable Recreation Division - LP/ADSFC Payment II - Due May 21, 2021 Amount Due - \$250.00		Detach and return with Payment III: SITE: BUES Barnstable Recreation Division - LP/ADSFC Payment III - Due June 25, 2021 Amount Due - \$250.00			
Child's Name:		Child's Name:			_
Parent/Guardian's Name:		Parent/Guardi	an's Name:		
Date Check #	Amt	Date	Check #	Amt	
CC# Exp. Dat	e	CC#	E	xp. Date	
Security Code:	Billing Zip:	Security Code	<u> </u>	_Billing Zip	