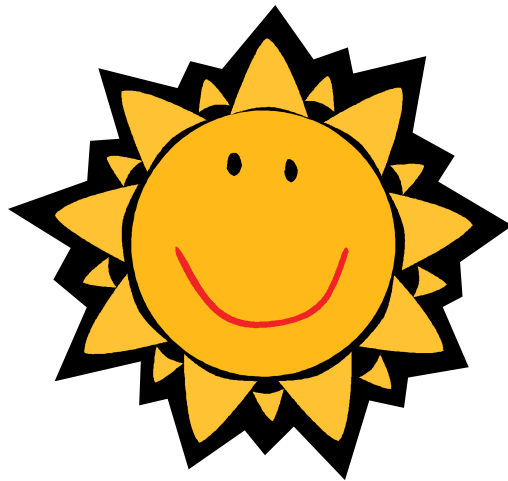


SUSQUEHANNA TOWNSHIP PARK & RECREATION

# SUMMER PLAYGROUNDS



REGISTRATION AND PARENT  
INFORMATION PACKET

June 18 – August 3, 2018



## Susquehanna Township Playgrounds 2018

Welcome to the Susquehanna Township Summer Playground Program!

The Department operates four playgrounds in the Township: Edgemont, Crown Point, Veterans Park and Stabler. Each playground offers its own personality. Each playground is staffed by several leaders. We employ high school and college students as well as adults. A supervisor travels daily to each playground. All of our summer staff have all essential clearances.

- Monday, June 18 – Friday, August 3 (closed on July 4<sup>th</sup>)  
\*note individual playground schedule below\*
- Hours: 9:00 am – 2: 00 pm daily, Monday through Friday.
- Ages 8 – 13 welcome! Highest grade accepted – incoming 8<sup>th</sup> grade
- **Playgrounds are closed on Wednesdays to attend the field trips.**
- **Participants travel to the pool on Thursday mornings.**  
**No staff will be on site from approximately 10:30 am – noon.**
- Free Registration for all playgrounds
- Charge for field trips

### **\*Schedules for Each Playground\***

**Veterans Park: Open Monday – Friday**

**Edgemont Park: Open Monday – Friday**

**\*Crown Point: Open Mondays & Thursdays only!**

**\*Stabler: Open Tuesdays & Fridays Only**

**\*Participants attending Crown Point & Stabler will pick up bus for field trips at either playground. Staff will be at both playgrounds on Wednesday morning to accompany children on field trip.**

### **Locations for each Playground: (directions on page 7)**

Veterans Park – 1955 Elmerton Ave. – Across from State Police

Crown Point: Walker Mill Rd & Aspen Way (between Kohn Rd & Walker Mill Rd.)

Edgemont: Locust Lane & Edgemont Rd

Stabler Field – Kaby Street – 1 block off N 6<sup>th</sup> Street just south of Lingletown Rd

## **REGISTRATION**

- **Registration is taken on the playground sites by the playground leaders**
- Fill out the registration on the last page of this packet, and sign the signature page.
- Return only that page to the playground leader
- Keep this packet for referral during the summer.
- If your child decides to attend a different playground, please register them there as well. This gives a contact number at that site in case of emergency.

- Registration at our playgrounds is free. There is a charge for field trips only.
- **Charge for field trips:**  
(\$15 for Wednesday trips; \$5 for pool trip on Thursdays)



### **Registration Requirements:**

- Ages 8 – 13 accepted
- Highest grade completed – 7<sup>th</sup> grade
- Bring most recent report card to verify age and grade when registering

### **EXPECTATION OF BEHAVIOR ( see pages 8 & 9 for complete list of rules)**

**\*\***We strive every day to bring the children of Susquehanna Township a quality experience at our playgrounds. We are constantly reviewing and evaluating our procedures to assist in that effort.. Parents/guardians and playground participants should read these guidelines carefully. The signature page must be signed by participants as well as parents/guardians and turned in at time of registration.

We expect all playground participants to respect staff and other participants. Failure to comply with these expectations may result in termination from the program. A condensed version of the rules will be posted at each playground.

### **Violations of rules will be dealt with in a Six- Step Process:**

1. Verbal warning by playground leader
2. Verbal warning by playground leader and notation in leader's handbook
3. Parent contact either in person or phone call – by playground leader
4. Referral to supervisor and/or suspension of activity (field trip or day at playground)
5. Referral to supervisor and/or suspension from playground for a period of 5 days
6. Expulsion from playground for summer.

**\***The Staff reserves the right to skip steps if the violation is severe. Beginning with Step 3, the parent will be contacted in each instance and notation will be made in playground leader's handbook.

## WEDNESDAY FIELD TRIPS

- Cost: \$15
- Money and permission must be turned in no later than the day before the trip!
- Children are transported by bus. All staff attend.
- No child can be transported without written permission.  
We cannot take permission over the phone!  
This is for your child's protection!
- Permission slips will be available at each playground
- Bus schedules will be posted at each playground
- In the case of cancellation due to weather, notices will be posted at the playground and staff will be on site



**Also, remember, if your child is opting out of the Wednesday field trip, there will not be anyone at the playground that day!**

## POOL TRIPS – Every Thursday

- At local pool
- \$5
- Permission slips available at playground
- Bus pick up begins around 10:30.
- Swim time is 11:00 am – Noon
- Snack bar is available at pool – participants are responsible for their own purchases
- **All staff is at pool – no staff at playgrounds 10:30 – noon.**



## What to bring on field trips:

- Wear comfortable shoes – dress for the activity!
- Socks will be required for bowling and skating trips
- For pool trips – bring bathing suit, towel, sunscreen and change of clothes
- Most trips have snack bars available. Participants are responsible for bringing and taking care of their own money

## ACTIVITIES AT PLAYGROUND



Participants will find a variety of activities at the playground: arts & crafts, board games, sports, and many other activities. While participants may bring activities of their own, we discourage any electronic devices. Any other game, piece of equipment brought by the participant should be clearly marked with the child's name. The staff and Recreation Department is not responsible for any lost or stolen property.

## WHAT TO BRING

We encourage participants to bring a water bottle, especially when it begins to get hot! Supervisors patrol the playgrounds regularly and often bring ice on especially hot days.

### Lunch

We are expecting to be participating in the Harrisburg Summer Feeding Program once again this summer.

- Free lunches are delivered daily to each playground.
- Lunch are not provided on Wednesday field trips.
- The lunches provided contain a grain (bread/wrap), fruit and/or vegetable, and a drink. It's a great way to ensure a healthy lunch for your child!

## LATE PICK UP

Our playgrounds close at 2:00 pm! Please make every effort to pick up your child at or before 2:00. Staff are instructed to remain until every child has gone, but they have other places they need to be!

## RAINY DAYS

All playgrounds are open rain or shine! Each facility has either a pavilion or building where the children can play. In case of severe weather, staff members are alerted. We would encourage parents to also stay alert to such conditions. All playgrounds can "shelter in place" if necessary.

# **DIRECTIONS TO ALL PLAYGROUNDS**

## **To: Stabler Field\*\*\* Kaby Street**

From Linglestown Road:

Head west toward the river, turn left at N 6<sup>th</sup> St. Make first left (at corner with red fire hydrant). You will see Stabler Field directly ahead.

## **TO: Crown Point: 2445 Walker Mill Road.**

From Progress Ave:

Heading north on Progress from Route 22 (Walnut St):

After going under I-81, turn left at second red light (Kohn Rd.)

There is a Turkey Hill on the corner.

(Heading south on Progress from Linglestown Rd., turn right on Kohn)

Follow Kohn Road to Walker Mill Rd. and turn right.

Follow Walker Mill through development. Park is on the right at the corner of Aspen Way.

## **Directions to Veterans Park:**

From Progress Ave:

Heading North from Route 22:

Turn left at light at Elmerton Ave. light, pass first red light, Fish & Game Commission on the left. Turn left at that corner.

Heading South on Progress, after passing under I-81, turn right at Elmerton Ave.

## **Directions to Edgemont Playground**

From Elmerton Ave. heading west from Progress Ave.

Continue on Elmerton Ave past red lights.

Pass Fish & Game Building and Veterans Park on left.

Turn left at the light - State Farm Drive. Follow about .5 mile.

Park will be on left as you start to come back up the hill.

OR

Head south on Progress Ave

Turn right at Locust Lane (just past Wendy's)

Follow for about .5 mile. Park is on the right just past the Salvation Army Building (now a day care facility).

The Susquehanna Township Parks & Recreation Department wants all participants to have a positive experience at their playground program. All participants are required to adhere to the following rules and regulations. The signature of the playground participant and parent/guardian is required prior to participation in the program.

## PLAYGROUND RULES

### **1. Respect all property, park, staff, and other participants**

- Always ask before using someone else's property or Recreation Department equipment.
- Do not pick up something that does not belong to you.
- Always ask before entering storage areas at the playground.
- Staff ID tags should remain in the possession of the employee.
- Tables & benches should be used appropriately. Sit on benches; use tables for food, equipment, and games.
- Destroying of park property, including graffiti, will be subject to dismissal from the program.
- Cell phones and electronic devices should be left home whenever possible. When bringing such devices, store in a secure area. The Department is not responsible for any stolen or damaged devices.

### **2. Follow all directions from staff**

- Respect staff by listening and following directions
- If being reprimanded, listen courteously. Be polite and listen to what staff has to say. If asked, present your version of the incident.

### **3. Always use appropriate language**

- Do not involve yourself in name calling, profanity, or bullying.

### **4. Keep your area clean**

- Clean up after eating. Use appropriate receptacles to discard trash.
- Clean up after arts & crafts and other similar activities.
- When using the bathroom, check the area before leaving. Water should be turned off; toilets should be flushed.
- Report a problem with any area immediately to your playground leader.

### **5. Keep your hands to yourself**

- Fighting, shoving, or horseplay will not be tolerated. All can be cause for dismissal.
- Report any aggression directed towards you to staff immediately. Do not try to handle it on your own!

### **6. Ask before you leave the playground**

- Make sure staff knows when you are leaving for the day
- Use the buddy system when leaving the immediate area of the pavilion



## FIELD TRIP GUIDELINES

All participants on field trips are representatives of Susquehanna Township and the Recreation Department. Attending a field trip is a privilege, not a guarantee. The Recreation Department reserves the right to exclude any playground participants from a field trip due to violation(s) of playground or field trip rules.

1. Field trip attendees must have a signed permission slip on file with the playground leader on the day of the trip. Permission will not be secured by phone or text. No child will be transported without proper written permission. Money must be turned in for Wednesday field trips no later than Tuesday afternoon, the day before the trip. We must have exact numbers by Tuesday afternoon to ensure transportation.

2. Follow all directions of all staff of Susquehanna Township Parks & Recreation.

3. While on the bus: remain in your seats, keep your voice at a quiet level, and keep your hands to yourself. Check your area before leaving the bus. Pick up any trash in your area. Respect and THANK your bus driver for transporting you!

4. Each facility we attend has specific rules. Follow all rules. If rules are not posted or explained, always ask your playground leader. Be polite and courteous to all workers at the facility.

5. Stay with your playground leader and/or in your designated group during the trip.

6. Secure any money you may have. Do not leave money laying in areas where someone else could pick it up.

7. Secure any property (backpacks, etc.) Always check your area before leaving for items you may have put down.

8. Clean up your area before leaving. Throw out any trash.

**\*\*Save this page for future reference! Please fill out and sign next two pages to complete registration.**

ED-VP-CP-ST

SUSQUEHANNA TOWNSHIP PARKS & RECREATION  
PLAYGROUND REGISTRATION – 2018 -

List all participants in the same household:

Name\_\_\_\_\_ Age:\_\_\_\_\_ Date of Birth:\_\_\_\_\_ Last grade completed: \_\_\_\_\_

Name\_\_\_\_\_ Age:\_\_\_\_\_ Date of Birth:\_\_\_\_\_ Last grade completed: \_\_\_\_\_

Name\_\_\_\_\_ Age:\_\_\_\_\_ Date of Birth:\_\_\_\_\_ Last grade completed: \_\_\_\_\_

Name\_\_\_\_\_ Age:\_\_\_\_\_ Date of Birth:\_\_\_\_\_ Last grade completed: \_\_\_\_\_

Address: \_\_\_\_\_

Home phone \_\_\_\_\_

Parent(s) name(s) \_\_\_\_\_

Email: (optional) \_\_\_\_\_

Number for parents/guardians to be reached during playground hours: \_\_\_\_\_

Emergency contact during playground hours:

Name \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone number: \_\_\_\_\_

Any medical conditions/allergies that we should be aware of:

Please go to reverse side for all REQUIRED Signatures!

## SIGNATURE PAGE

### Waiver

I WAIVE ALL CLAIMS AGAINST THE RECREATION PROGRAM, AND THE TOWNSHIP FOR ANY PERSONAL INJURY WHICH MAY OCCUR, UNLESS NEGLIGENCE IS INVOLVED. THIS WAIVER MUST BE SIGNED BEFORE ANY PARTICIPATION IS ALLOWED.

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date

### Signatures for Playground/Field Trips Rules

We have read and understand all playground and field trip rules. We understand that any violation of rules and regulations could be subject to expulsion or suspension from the program.

Signature of Parent/guardian \_\_\_\_\_

Signature(s) of Playground participants listed on reverse side:

Name \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_



\*Photo Permission - Parents who do not wish to have their child photographed for purposes of displays, Township website, Recreation Dept. Facebook page, twitter and/or newsletter must submit a request in writing to exclude their child.

Please return this page to playground leader!