

*****KEEP THIS FORM*****



YORK CITY RECREATION AND PARKS BUREAU
(Office Hours: Monday through Friday, 8 am to 5 pm)
101 South George Street, York PA 17401 - 717-854-1587

**SUMMER PARK PROGRAM
OVERVIEW AND
GENERAL INFORMATION**
PLEASE READ CAREFULLY

OVERVIEW

2026 Program Dates: June 15th – July 23rd

Camp Hours: Monday through Thursday, 9:00 am to 4:00 pm

The Summer Park Program is a City sponsored program that will provide an enriching and exciting environment for your child(ren). Students will explore the environment, the universe, the world and their own community. Students will participate in activities such as swimming, roller-skating, bowling, field trips and various other types of play throughout the six (6) week program.

PROGRAMMING

Students will engage in many types of learning this summer: large and small group activities, hands-on-learning, journaling, service learning projects, crafts and guest speakers. Our park directors are excited to help your child(ren) continue to grow and learn in a fun-filled, safe environment.

STAFF

All staff members are highly qualified and have passed state background and child abuse clearances. Our staff has been trained in all policies and procedures and will be monitored by the York City Recreation & Parks Bureau.

SIGN-IN PROCEDURES

Your child(ren) must be dropped off at the park by the person on the Drop Off / Pick-Up Form (see additional enclosure). If your child(ren) will not be accompanied by an adult, please indicate on the form that they have permission to travel to the park on their own.

Upon arrival to the park site, you must sign in your children with a City of York staff member. This helps us to keep track of attendance and know that your child is present for the day's activities and to ensure the safety of all.

If your child(ren) need(s) to leave the park at any time during the day, they must have in writing, a permission note from you, for the staff to release them and sign the student out for the day.

SWIM DAYS TUESDAYS (ALL CAMPERS MEET AT FARQUHAR PARK)

FIELD TRIPS THURSDAYS (ALL CAMPERS MEET AT MEMORIAL PARK)

All fees have been paid for at the time of registration. No additional monies will be required to participate in a field trip or swimming. However, if you would like to provide your child(ren) with money for food and or drink while on the field trip, you may do so. We ask that you inform the staff upon arrival that your child(ren) has/have money in their possession.

MEALS PROVIDED

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Breakfast and Lunch will be provided by the Summer Meal Program. **Children must be present by 9:30am each day to receive both breakfast and lunch.**

PERSONAL ITEMS

We will do our best to help your child(ren) to be responsible for their belongings. However, the Summer Parks Program cannot be responsible for any item that your child(ren) bring(s). The City of York, York City Recreation & Parks Bureau will not be held liable for any lost, stolen or damaged clothing, jewelry or other personal items(s). Item(s) will not be replaced.

ELECTRONICS

Electronic games, cell phones, iPods, iPads, laptops, tablets, etc. are not permitted at the park during the hours of the program. The City of York, York City Recreation & Parks Bureau, will not be held liable for any lost, stolen or damaged electronics. Electronics will not be replaced. If these items are found in your child(ren)'s possession, they will be confiscated and returned to the parent.

CLOTHING AND FOOTWEAR POLICY

It is strongly recommended that children be dressed in washable, inexpensive, comfortable play clothing and footwear. Sneakers or other closed-toed shoes are the safest and most practical. **Flip-flops, sandals and other open-toed, exposed heel shoes are not permitted.** Clothing should cover the child's stomach. Hats, sunglasses and visors are encouraged for outdoor activities.

ITEMS TO BRING DAILY

- Water Bottle
- Sunblock
- Bathing suit and towel (SWIM DAYS ONLY)
- Energy and willingness to try new things!
- All items will be kept in the tote provided by the program. Items must be labeled with the child's first and last name.

WHAT TO LEAVE AT HOME

All weapons (guns, knives, razor blades, etc.) of any kind (toy or real) or any other harmful objects.

BEHAVIOR POLICY

Our behavior is based on the Golden Rule: "Treat others as you would want them to treat you." Our staff will practice redirection, which means stepping in before an unwanted behavior occurs. When behavior is unacceptable, staff will explain clearly to the student what is expected and will help the student come up with a plan to change the behavior.

If negative behavior continues after staff have attempted to work with the student and redirect the behavior multiple times, staff will issue "one (1) strike" and notify the parents/guardians of the specific incident. The notifications are written notices that will go home with the student to inform parents/guardians of the behavior. If a behavior is extreme (such as physical aggression towards another child or staff, leaving the park site without permission, etc.), staff may be forced to take more drastic measures to ensure the safety of the other program participants and the child may be sent home. In the case of unacceptable behaviors ("three (3) strikes" over the course of the summer program), parents/guardians and child will be required to meet with the staff to work together on a plan of action to improve behaviors. Children may be excused from the Summer Park Program due to excessive behaviors. In the event this should occur, a refund will not be issued.

PRESCRIBED MEDICATIONS *KEEP THIS FORM*****

All prescribed medications must be listed on the previously completed registration form. If at any time a change in prescribed medication should occur (dosage, type, additional medications), please complete the enclosed form and return with child to the park director. Children must self-administer any necessary medication under staff supervision. Summer Parks Program staff will not administer any medications of any kind. No child will be allowed to use medication without the proper forms being completed. All prescribed medications must be clearly labeled with the child's name, dosage, specific details as it pertains to time medication is to be taken and what it is for.

PARENT CODE OF CONDUCT (ADD VOLUNTEER PARENTS MUST HAVE CLEARANCES)

As a parent, please conduct yourself in a manner that is consistent with the Summer Parks Program rules and regulation AND student behavior policies while you are at our summer program. Please refrain from inappropriate conduct using harsh, demeaning, threatening or abusive language; speaking at a level that is not appropriate; physical violence towards staff, a child (your own or another), another parent, member or volunteer, materials or property. If inappropriate behavior is displayed, Summer Parks Program staff will ask you to leave. **If picking up your child(ren), please make sure to arrive on time. The program ends at 4 pm each day. If tardiness is a consistent problem we may have to dismiss the student from the program.**

DISMISSAL POLICY

The City of York Recreation & Parks Bureau may terminate program participation at any time without notice if you or your child violates any policy outlined in this document. This includes, but is not limited to, violent or threatening behavior towards another student or staff member, bringing a weapon (real or toy) to the park or on a filed trip, or unwanted physical contact with another student or staff member.

Please refer to the behavior policy for more details.

A refund will not be issued.

PREVENTION OF CHILD ABUSE

Child Abuse is a serious concern for the City of York Recreation & Parks Bureau and will not be tolerated in any form from staff, parents/guardians, family, friend or another child. All Summer Program staff are mandated to report ALL incidents as required by Federal and State law. Please be aware that the Summer Program staff and volunteers have the best interest of the child at heart.

CONFIDENTIALITY

Summer Parks Program staff have signed confidentiality agreements and will keep all information and issues about you and your child confidential. All student information will be secure and only available to staff members.

GRIEVANCE POLICY

If at any time you disagree with a decision made by staff, please contact:

Tom Landis,
Parks, Recreation and Sanitation Supervisor
Department of Public Works
717.849.2245

tlandis@yorkcity.org

Office Location: 101 South George Street, 2nd Floor, York
Office Hours: Monday through Friday, 8 am to 5 pm

LaQuinn Thompson
Recreation Program Specialist
717.849.2276
lthompson@yorkcity.org

