

**TOWN OF AUSTERLITZ
SUMMER RECREATION PROGRAM
INFORMATION/PROCEDURES/RULES**

- PROGRAM OPERATIONAL HOURS & PROCEDURES
 - 9:00 AM to 3:00 PM Daily
 - Drop off is at the Town Park and no children shall be dropped off sooner than 8:50 AM - we are not responsible for children that are dropped off earlier.
 - No guests are allowed - due to cost and staffing considerations, no camp participants are allowed that are not registered at the start of the program.
 - Weather policy:
 - Steady rain at 9:00 AM - camp will be closed for the day.
 - Thunderstorms during operational hours, camp will be closed for the rest of the day. If before noon, pickup will be at the Town Park; if after noon, pickup will be at the Town Highway Garage.
 - Pick up is at 3:00 PM at the Town Highway Garage. Please pick up your child promptly and no later than 3:10 PM - we are not responsible for children after that time.
 - Please be advised that dropping your child off early or picking your child up late may result in your child being suspended or removed from the summer program.
- SIGN OUT
 - Please make sure you sign your child out at the end of the program day with his/her camp counselor. It is necessary for our staff to see that your child goes home with the proper parent or guardian. This is for your child's safety.
 - Please send a note with your child if someone other than the parent or guardian will be picking up the child if not already specified on the registration application form.
- Lunch/Snacks
 - Please pack adequate lunch, snacks and drinks (preferably water) for camp. Note we do not have potable water on site.
 - Snacks may be purchased at the Fox Hill Campground from 12-3:00 PM.
- TICKS/ILLNESS SCREENING/SUN EXPOSURE
 - Unfortunately, ticks and mosquitoes are a fact of life for outdoor activities. Make sure to provide your child with bug repellent (creams are better than sprays) and show your child how to correctly apply it.
 - Be sure to also apply sunscreen to your child before arrival at camp and provide them with some for their bag for after swimming application.
 - We will not be applying bug repellent or sunscreen to your child so please make sure they understand it's importance and know how and when to apply.
 - Packing hats, long pants and long sleeve shirts will also help with both sun and bug exposure.
 - Please refrain from sending your child to camp if he or she is not feeling well, if they have lice, or if they have a fever. As you know, such things spread quickly to other camp participants and we wish to keep all the children and our staff healthy for the season. If your child arrives with, or develops, a fever or other illness related symptoms, you will be asked to pick them up immediately.

- PERSONAL BELONGINGS/CELLPHONES/GAMES
 - Please label all your child's belongings, especially towels, backpacks and lunch boxes. We are not responsible for lost items.
 - If your child requires the use of a cell phone, we ask that you instruct the child on keeping it in a safe place and not to use the phone during camp.
 - Please note that for some activities your child may not be able to participate with sandals so please pack sneakers or similar footwear.
- BEHAVIOR/DISCIPLINE
 - We expect all camp participants to be cordial and respectful to each other and to our staff. We work hard to ensure that every child has a safe and enjoyable time during the summer program. Therefore, it is extremely important that all participants follow our established rules and agree to abide by them. This is for their safety as well as other participants. If a child acts in an inappropriate or unsafe manner, that child will be warned and if such behavior continues, the parent or guardian will be notified to immediately pick the child up and not return to camp.
 - The following behaviors will not be tolerated: 1) disruptive or rude behavior. 2) insulting or bullying other camp participants or staff. 3) destruction of property. 4) profanity or other negative language. 5) disrespect to staff or other participants. 6) theft. 7) fighting.
 - Violation of rules will result as follows: a) first offence will result in a warning, time out of activities, and meeting with program staff member. b) second offence or continuing the same behavior will result in a time out from activities and a call to parent or guardian for immediate pick up. c) third offence will result in immediate suspension for the week or the rest of the program.
 - The Town Board has delegated all other particular disciplinary actions and rules of conduct to the Program Director so please discuss any questions or issues you may have with her on a case-by-case basis. This includes suspending or terminating your child's participation in the program for not dropping your children off or picking them up on time, for violation of program rules and for any other reason they deemed necessary for the safe and proper operation of the recreational program.
- PROOF OF RESIDENCY
 - Please note that in the past years there have been instances where families from outside the Town have taken advantage of the Town resident fee rates. Since these reduced rates are made possible by Town taxpayers we want to ensure that only Town residents have this advantage. As such, proof of Town of Austerlitz residency is required for the reduced Town residence rate. Acceptable evidence of proof shall be the driver's license of the parent or guardian, voter registration card or Town tax bills regarding the parent or guardian's residential property.

Town of Austerlitz
Summer Recreation Program
Registration Form
July 5 - August 12, 2016

Child's Name _____ Age _____

Address _____

Email Address _____

Phone _____

Parent/Guardian _____

Work Phone _____ Cell Phone _____

Emergency Contact(s) _____

Phone _____ Cell Phone _____

Physician _____

Address _____

Phone _____ Hospital _____

Health Care Plan _____ ID# _____

Please check and comment if there has been a history of the following:

- | | | |
|--|---|--|
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Hyperactivity | <input type="checkbox"/> Heart Trouble |
| <input type="checkbox"/> Trouble with eyes | <input type="checkbox"/> Chronic cough | <input type="checkbox"/> Fainting |
| <input type="checkbox"/> Convulsions/seizures | <input type="checkbox"/> Frequent headaches | <input type="checkbox"/> Hives |
| <input type="checkbox"/> Shortness of breath | <input type="checkbox"/> Diet restrictions | <input type="checkbox"/> Hay Fever |
| <input type="checkbox"/> Bleeding disorder | <input type="checkbox"/> Food Allergies | <input type="checkbox"/> Severe allergic reactions |
| <input type="checkbox"/> Communicable diseases | | |

Unusual sensitivity to:

- | | |
|--|---|
| <input type="checkbox"/> Insect/bee stings | <input type="checkbox"/> Poison oak/ivy |
| <input type="checkbox"/> Sunburn/sunscreen | <input type="checkbox"/> Other (please explain) |

Please comment on all checked items (use additional sheet if necessary)

Date of immunization or attach immunization record from physician (THIS MUST BE COMPLETED!):

MMR _____ Hepatitis B _____

Haemophilus influenza type b _____

DPT _____ Chicken pox _____

Tetanus booster _____ TB skin test _____

Is your child on any medication taken from home? Yes No

Name of medication and reason _____

Signed permission:

I grant permission for the Town of Austerlitz Recreation Program to transport my child to and from Fox Hill Campground to participate in the daily swim program. I understand that my child will be responsible for the following rules set forth by the Town of Austerlitz and Fox Hill Campground.

Parent/Guardian signature _____ Date _____

Is there anything health related or not that you want Rec program staff to know about your child?

Please return registration form by **June 19th** to the Spencertown Town Hall or mail to:

Debbie Oleynek
Austerlitz Town Hall
PO Box 238
Spencertown, NY 12165

Fax: (518) 392-9350

Email: Spencertownrec@austerlitzny.com

Questions? Call Debbie Oleynek at (518) 392-3571

Thank you,
Deborah Oleynek
Recreation Director

Town of Austerlitz
Summer Recreation Program
2016 Photo/Video Permission Slip

I give permission for my child's image and name to be used in press releases associated with the Town of Austerlitz' Summer Recreation Program.

It is agreed that this contract can be canceled at any time by either party.

Signed: _____ Child's Name _____
Date: _____

I give permission for my child's image and name to be used on the Town of Austerlitz' website for events associated with the Town of Austerlitz' Summer Recreation Program.

It is agreed that this contract can be canceled at any time by either party.

Signed: _____ Child's Name _____
Date: _____