KINDERSCENE PARENT INFORMATION FORM 2022

Program will be held at Cole School for Summer 2022

Welcome to KINDERSCENE! Norwell Recreation is ready for another fun-filled summer program for participants 4 years old to entering 1st Grade. KINDERSCENE is led by energetic, responsible, and enthusiastic college and high school students. Please review the following information with your participant. It is everyone's responsibility to help insure a safe and fun summer. Norwell Recreation Department-Wide COVID-19 Safety Protocols will be in place. Protocols are based on State and Local Guidelines as we get closer to the start date of the program and will be communicated to participants and parents. The Norwell Recreation Summer 2022 Covid-Related/Mask-Wearing Guidelines for all programs are available at: https://www.townofnorwell.net/sites/g/files/vyhlif1011/f/uploads/summer_2022_norwell_recreation_covid_related_guidelines.pdf- . Please call the Recreation Department at (781) 659-8046 or e-mail: ggrey@townofnorwell.net with questions, comments, or concerns. Please keep in mind all program information is subject to change dependent on state and local guidelines.

Where is KINDERSCENE held?

- KINDERSCENE will be held at **Norwell Town Hall 345 Main St.** The program will use the Lower Level "Rec Area," Upstairs Gym" and outside fields each day. There will also be a large tent for additional shaded activity space.
- Participant Check-In/Check-Out will take place at the tent and outdoor space at the rear of Town Hall. Please Park your car in the parking lot and walk your child to the check-in area. Norwell Recreation Staff will be present to greet and direct parents and participants to the correct location. Check-Out will be held in the same area outdoors at the end of the day.
- Staff will lead participants in a variety of activities each day. Participants will remain in the same group with the same Site Leaders throughout the week. Parents will be given a calendar on the first day of the week that outlines planned theme days, special events, and activities.

When is KINDERSCENE held?

- KINDERSCENE is held from 9:00am-3:00pm, Monday-Friday. Participant Check-In begins at 8:45am. All participants must be checked out by 3:00pm. Beginning at 3:00pm, parents will be charged $10.00 per 30 minutes, per child. Please contact the Recreation Office at 781 659-8046 if you will be unavoidably late. Payment must be made prior to the next day of the program before child will be able to return.
- There are 6 Weekly Sessions scheduled for 2022 beginning with 7/5-7/8 (Tue-Fri) thru 8/8-8/12.
- EXTRASCENE is scheduled for Monday-Thursday 8/15-8/18/22. There will be limited availability in this program so early registration is recommended! Participants currently enrolled in KINDERSCENE may register for the Monday-Thursday program scheduled at Town Hall.
- A parent, guardian, or approved adult **MUST** sign-in and sign-out each participant, each day. This is for the safety and security of the participant. Only people with parental written permission are allowed to check-out your child. Please inform your designee that photo identification is required; this will avoid any misunderstanding or embarrassment.

What to wear/bring to KINDERSCENE:

- Dress comfortably and according to weather conditions. Be prepared to engage in indoor and outdoor activities. Gym shoes are required due to the variety of activities. Hats and sunglasses are also advised.
- When advised by program staff: Please bring a swimsuit, towel, and change of clothes to KINDERSCENE. Sandals or water shoes are also allowed on "Water Days." Parents are advised to pre-apply sunscreen to their child before arrival. Participants should provide their own labeled sunscreen (spray-on is the best) and apply as necessary during the day.
- **Bring a sack lunch, snacks, and water/drinks each day. We encourage healthy foods and drinks packed in reusable/refillable containers. Because of allergies, please keep all food products "NUT FREE!" Peanut Butter alternatives such as almond butter and sun butter are allowed but please label the sandwich bag.**
- **All participants must be toilet-trained and able to handle all "bathroom activities" on their own. A change of clothes and underwear should be packed with participants in the event of "accidents." Pull-ups are not allowed.**
- Please label all coolers, backpacks, containers, and belongings.
- We will be reintroducing "shared supplies" to the program. Participants may bring their own labeled art supplies for personal use. (See list below)

SCENE PROGRAM SUPPLY LIST

- Crayons (12 pack)
- Markers (10 pack)
- Colored Pencils (12 pack)
- Glue Stick (1)
- Sharpened Pencils
- Beach Towel FOR OUTDOOR LUNCHES UNDER THE TENT
- Water Bottle
- Spray On Sunscreen

"Technology Free Zone"/ What NOT to bring to KINDERSCENE:

- Participants may NOT bring phones, IPODS, Tablets, cameras, MP3 players, handheld video games, CD/DVD players, money, toys, collectable cards, bikes, scooters, heelies, sports equipment, or trading games. Any items which they would not want lost, damaged or stolen are not recommended to be brought to the program.
- Cell phones are not permitted; If you need to reach your child, please call the Recreation Office at (781) 659-8046 and staff will contact the program location.

Behavioral Guidelines:

- To ensure a positive experience at KINDERSCENE, participants are expected to be courteous and respectful towards themselves, fellow participants, facilities, and staff always.
- Swearing, inappropriate language, profanity, fighting, physically threatening, intimidating and/or disrespectful behavior, bullying, and/or leaving the program area without permission, etc. will NOT be tolerated.
- Depending on the action, the following procedure will take place.
    1. **Verbal Warning**
    2. **1st Written Warning**
    3. **2nd Written Warning: call/meeting with parent or guardian.**
    4. **3rd Written Warning: 3-day suspension from KINDERSCENE**
- If a participant receives a written warning for one week, the written warning will be carried over thru the duration of KINDERSCENE.
- Norwell Recreation reserves the right to request the parent, guardian, or caregiver to pick up a participant if the participant is being disruptive to the program.
- Please contact the Norwell Recreation Department if any special accommodations such as inclusion assistance are requested for your participant as soon as possible.

Registration/Refunds

- Withdrawal requests giving at least 1 weeks' notice will receive a refund minus a $10.00 processing fee. Processing Fee will be waived any medical-related withdrawal/refund requests.
- Registration is required online or at the Recreation Office. Registration is not available at the program site.
- Transferring to a different program week may be accommodated based on availability.
- Daily attendance is not required; however, fees will not be adjusted or prorated due to absences. We cannot accommodate guests.

Health Information and Emergency Contacts:

- Please check, update, and complete all family online information or return an updated printable registration form/waiver. Please include: all phone numbers (home, work, and cell), health concerns, allergies, special needs, and emergency contacts. If information changes, please notify the Recreation Department.
- Program staff are not allowed to administer medications (except Epi-pens). Parents or caregivers will need to visit site to administer any medication. Epi-pens must have prescription labels, be stored in unbreakable protective case and given to staff for safe storage during program hours. Case must have participant's name written on it.

COVID-19/ "Rec Checks"

- Mask-wearing for participants and staff is optional and will not be discouraged. **Norwell Recreation Department has a supply of disposable masks for participants if requested.**
- Participants, Parents and Employees are asked to stay home if they have a fever, feel sick or are experiencing COVID-19 symptoms.
- **All Norwell Recreation Participants, Parents of Participants and Employees must conduct a "REC CHECK" 2 hours prior to arrival. If you answer YES to any of the following "REC CHECKPOINTS" you should NOT attend the Recreation Program.**

    - Was the Participant/Employee's temperature more than 100.00 degrees less than 2 hours prior program start time?
    - Has the Participant/Employee experienced any symptoms of COVID-19 in the past 14 days? (i.e., fever, cough, shortness of breath or difficulty breathing, chills, muscle ache or pain, sore throat, or loss of taste or smell)
    - Has the Participant/Employee tested positive for COVID-19 in the past 14 days?
    - Has the Participant/Employee been in close contact with any person known to be infected with COVID-19 in the past 14 days?