

This booklet contains information regarding various aspects of our program. It is important that you read this booklet thoroughly because there have been numerous changes. If you have any questions or comments regarding anything in this booklet, please don't hesitate to ask.



REFUND POLICY:

Whether purchasing a full summer program or a ten day pass, please weigh your options ahead of time. Neither program is transferrable and non-refundable. After the first day of camp there is no refund. During camp there is no refund for camper illness, missed days, vacations, or dismal from the program. Full payment is due at the time of registration.

The Hudson Recreation Summer Program is open to **Hudson residents as well as non-residents** age 6-14. Birth certificates must be presented for children who are ages six & seven. Children turning six years old become eligible on their birth dates. There is special adventure trips planned for children ages 11-14. The program will be held at the Hudson Community Center and is open daily 9:00- 4:00 from June 24th - August 16th

FULL DISCLOSURE

In order for us to make camp a successful experience for all our campers, the information provided by parents/guardians must be complete and accurate for each child. Any false or misleading information is grounds for immediate dismal from camp.

HUDSON RECREATION SUMMER PROGRAM RULES AND REGULATIONS



1. The Community Center is open Monday through Friday from 9am - 4pm. (Friday's only if not at Robinson Pond).
2. In addition to our regular hours, we offer before and after care from 8:00am-9:00am and 4:00pm-5:00pm for a fee of \$5 per child, per session (morning \$5, afternoon \$5). For every minute you are late picking up in after care, a \$1 a minute late charge will be assessed. Permission slip with payment must be turned in by 4pm prior to the day that care is needed. The children will be supervised in a relaxed atmosphere. There will be drawing, coloring, chatting, etc. The program will not be open for regular activities during these sessions. Please note that before and after care is not offered on Fridays.
3. No child is permitted to leave the Community Center grounds during operation hours without parent pick-up. We do not allow anyone to wander the neighborhood. The first time a child is found outside the Community Center area, they will be escorted back to the Community Center and the parent will be called immediately. The second time a child is found outside of the area, the parent will be informed and the child will be expelled from the program.

THERE IS NO SUPERVISION PROVIDED AT THE COMMUNITY CENTER OR ANY ADJOINING PLAY AREAS AT ANY OTHER TIME OTHER THAN OUR DESIGNATED HOURS LISTED ABOVE AND THE BEFORE AND AFTER PROGRAM FOR THOSE WHO ARE REGISTERED.

4. Children should be picked up promptly at 4:00pm. **If your child is not picked up by 4:10pm they will automatically be enrolled into After Care and a \$5 fee will be charged.** Your child will not be allowed on any field trips until the balance is paid. Children who remain in any area during these **UNSUPERVISED** hours are in a potentially dangerous situation. Parents **MUST** assume full responsibility for their children during the times when the Community Center is closed. Parents who would like to use our before and after care program or seek alternative types of supervision before and after the Community Center hours are encouraged to do so.
5. Children are permitted to bring cell phones to the Summer Program, **however phones will need to be checked in upon arrival.** Phones can be checked out when needed to place a call, and can only be used in designated areas and must be returned to check-in immediately after use. Children should be advised to keep cell phone use to a minimum while attending the program. Any phone that is not checked in will be checked in upon discovery. Anyone not willing to check in phone must leave phone at home or parent will be called to pick up. **Phones are not allowed to have internet use.** 
6. There is absolutely no bike riding, skateboarding or rollerblading allowed on the grounds of the Community Center. Bikes and skateboards must be parked and locked in the bike rack and left there while attending the program.
7. Under NO CIRCUMSTANCES do we allow any foul language, poor sportsmanship, fighting or unfriendly behavior. All participants are expected to conduct themselves in a proper manner and treat others with kindness and respect.
8. When entering the H.O. Smith playground on designated trips, children should use the proper entrance gates. Climbing over the fence is not allowed.
9. Children are responsible for picking up after themselves. There are plenty of trash barrels so that our area and our neighbor's areas can be litter free.
10. T-shirts or other articles of clothing that display unacceptable language or inappropriate behavior are not allowed to be worn during Summer Program activities.
11. While riding buses, children are expected to remain seated and obey safety rules. Failure to do so will result in suspension of bus riding and field trip privileges.

FAILURE TO ABIDE BY THESE RULES COULD LEAVE TO SUSPENSION FROM THE PROGRAM

WARNING LIST GUIDELINES: A CHILD'S NAME WILL BE PUT ON A WARNING LIST FOR NOT FOLLOWING THE PROGRAM RULES AND REGULATIONS.



1. First time a child's name is on the warning list the parents will be notified.
2. Second time a child's name is put on the warning list the parents are notified and the child will not attend the Summer Program the following day.
3. Third time a child's name is put on the warning list he/she is expelled from the Summer Program.
4. All Disciplinary actions are finalized by the Summer Program Coordinator and are Case by case basis.

DAILY HAPPENINGS



Each day that your child(ren) choose to attend the program they will find many activities going on. They can pick and chose whatever structured or unstructured activities they want to participate in at any time.

ARTS & CRAFTS

The Arts & Craft coordinator has fun and exciting activities planned twice every day. Arts and crafts sessions are held at approximately 10:30am and 2:30pm. Different things are done each session and sometimes will coincide with other activities.



SANDPLAY

We have a large sand area that holds lots of children. We have many pails and shovels. Children are welcome to bring their own or any matchbox cars etc., to play with as long as they keep in mind that they are responsible for keeping track of them. **THROWING SAND IS STRICTLY PROHIBITED.**

LEGO TABLE

We have a very large selection of legos for the children to play with and show their creativity.



BUBBLE TABLE

There is a bubble table where children can experiment with different wands and create different size bubbles.

TABLE TENNIS, AIR HOCKEY, FOOSBALL, SHUFFLE BOARD & POOL

These are available inside the building. We ask that the equipment be used with care so that it is available for others to use after you.

POOL TABLE



Two pool tables are available for use inside the Community Center by those 10 years of age or older. A sign up sheet by the table will be posted each day so that you can have a turn at the game. Please remember to play respectfully. No one is allowed to sit on the pool tables. No food or drinks are allowed near the tables.

FOUR SQUARE GAMES

One of the popular regular daily happenings. We have lots of them! If you don't know how to play, ask a Counselor. Get in line and enjoy the game. Counselors may choose to designate a square for certain periods of time for a specified age group to make play fair and fun!



TETHERBALL AND VOLLEYBALL

Challenge a friend or a group to a game and have some fun!

BASKETBALL HOOPS

Knock-Out is always a favorite activity. Join in the fun; get a game of one-on-one or two-on-two going. There will be one full outdoor court and one indoor court (at times).

DODGEBALL, KICKBALL, BASEBALL, WIFFLEBALL, SOCCER AND CAPTURE THE FLAG

These games will be played on Mondays and Wednesdays at designated times at the H.O. Smith field. Check the calendar for times. If there is something you want to play and don't see it ask a counselor to play!

FUN TOYS

Looking for some mild exercise? We have hula-hoops, jump ropes, nerf balls, frisbees and more. Practice because we often run contests!



FREEZEPOPS AND TEENIES

We sell these twice daily at 10:00 and 2:00 for just 25 cents each. Freezeps and teenies must be enjoyed outside and not brought into the building.



BOARD GAMES

A great way to spend some quiet time with a friend. We have games that every age group will enjoy. These are all available to be signed out from counselors. Please respect the games, and put the pieces back so they last a long time.



WEEKLY Specials

***Check the calendar to confirm dates for trips and activities**



ROBINSON POND

Every Friday, the Community Center will be closed, all kids and staff will meet at Robinson Pond for a day of fun in the sun, weather permitting. The regular daily activities and hours will continue at Robinson Pond 9am -4pm. **No Before and After Care is provided on Fridays.** With the supervision of the staff and lifeguard on duty, kids can also enjoy nature trail walks, and swimming. There are shaded areas if the sun is too hot. Drop off and pick up will be at Robinson Pond, not at the Community Center. There will be a check-in/check-out station at the entrance. Children are responsible for bringing their own lunch. If inclement weather is forecasted, we will remain at the Hudson Community Center. If the weather is questionable, please call the Hudson Community Center (594-1155), after 8:00am and the message will explain where we will reside. All Summer Program rules and regulations are expected to be followed at Robinson Pond. No flotation devices are allowed other than life vests.



MOVIE DAY

Primarily every Tuesday from 1:30pm to 3:30pm there will be movies played on a big screen. The building will be open at this time for those who want to watch one of the movies from our great selection. Check the white announcement board for the movies playing on that day.



ROLLER SKATING

Every Tuesday we go to Roller Kingdom in Tyngsboro, MA, which is reserved just for Hudson Rec. The cost of this trip is \$7.00 per child, which includes transportation, admission and skate rental. Roller blades are available at the rink for an additional cost of \$3.00. We leave the Community Center at approximately 10am and return at approximately 2:45pm. Children have the option of bringing a bag lunch or they may buy a slice of pizza at the rink. If a bag lunch is brought, please make sure the bag has the child's name on it. **ALL MONEY FOR ROLLER-SKATING MUST BE IN BY 4PM THE DAY BEFORE.** Roller skating trips are limited to the first 200 children signed-up. **There will be no pickup or drop-offs at Roller Kingdom - NO EXCEPTIONS.** Additionally, roller skating trips can be signed up for in advance for various weeks or the whole summer—as a reminder, no refunds if a child does not attend.



THEME DAY

Wednesday will be Theme Day. Several events will be held during the day based on that day's theme. Children and staff are encouraged to dress for the theme. Information will be put in the weekly newsletter.



COOK OUTS, PIZZA AND SUBS

Wednesdays are usually our lunch days. During lunch days, the staff serves either pizza, subs, or usual cookout food (hot dogs, hamburgers and cheeseburgers). Each child also receives a bag of chips, drink and a slice of watermelon. The fee for lunch is \$5.00, which must be turned in by 4:00pm the day before, no exceptions. A second serving is only \$1.00, when available. Please check the menu and reserve your seat.



GENERAL STORE

Monday, Wednesday and Friday the General Store will be open 11am – 11:45am. Soda, juices, water, chips, candy bars and assorted snacks will be on sale at a reasonable price by our staff.



ICE CREAM

Specialty ice cream is purchased from Hershey’s Ice Cream and sold for a very reasonable price at 2pm Mondays & Wednesdays and 3pm on Tuesdays & Thursdays.



FIELD TRIPS

Thursdays are usually our field trip day where the 6-11 yr. olds have the opportunity to travel to some special place for the day. **Children will be placed into groups based on their age**, (6, 7 & 8 year olds and 9, 10 & 11 year olds will be placed together). Specific trips will appear in the summer calendar and **ALL MONEY AND PERMISSION SLIPS MUST BE TURNED IN BY 4PM THE TUESDAY BEFORE THE TRIP** (we cannot take money without permission slips and we cannot take permission slips without money). Parents are more than welcome to help chaperone our trips. If you're interested in chaperoning a field trip, contact the Summer Program Coordinator for details. **REMEMBER – trips are limited based on the number of chaperones available that day, so don't wait to sign up.** Also, children must wear their gold recreation shirts on all field trips. The Community Center will still remain open regular hours for those who choose not to go. Most trips will arrive back to the Community Center approximately 3:45pm. However, on occasion a trip will arrive late.



CANOBIE LAKE FIELD TRIP

This is our last field trip of the summer. The Community Center will remain open regular hours for those who choose not to go. However, here will be no after care provided. This trip will arrive back to the Community Center approximately 5:00pm. **All tickets must be purchased through the Summer Program.**



ADVENTURE TRIPS

The adventure trips are planned on Thursdays at the same time as the regular field trips. These trips are geared to ages 11-14 that attend the Community Center. Everyone participating in an Adventure trip are required to wear their gold recreation shirts. There is a limit to the number of kids that can attend a trip. However, if we do not reach a minimum number of sign-ups for an adventure trip it will be canceled.

- ❖ **Only eleven year olds** have the option to attend either the regular field trip or the Adventure trip.
- ❖ If a child has been on the warning list during any point of the summer, it is the coordinators discretion whether the child will be able to attend the field trip and parents will be notified.
- ❖ **Under no circumstances can a child be picked up, dropped off or remain at a field trip to stay with a parent or friend. All children attending trips must use buses to and from the Community Center.**



Every Thursday we put out a newsletter that highlights upcoming events, trips and important information concerning contests. There is always so much going on each day and each week that you don't want to miss out on anything. **THIS IS WHERE YOU'LL FIND PERMISSION SLIPS FOR THE NEXT TRIP**, so don't forget to grab your weekly NEWSLETTER or visit our website, www.hudsonnh.gov/recreation

LOCAL ADVENTURE

A more personal program that allows small groups to venture out with counselors and explore community programs and businesses. We hope this opportunity will foster respect for other community programs and invest our kids in Hudson. Kids going on any local adventure trip must wear their yellow camp shirts.

GUEST PRESENTATIONS

Special visits are on Wednesdays. Some guest presentations are planned, others are a welcome surprise. If you know someone who might like to share a profession or hobby, please see the Summer Program Coordinator.

CONTESTS

Every week there are contests for all sorts of activities. Participants and winners are often recognized in the newspaper. Trophies, ribbons and certificates will be given to participants at the end of each day of the activity.

AUTOGRAPH SESSION

On the last Wednesday of the program everyone can say their goodbyes. Counselors will be signing Rec. Shirts for the children. Also, the 2019 Rec. Banner will be available for everyone to sign. Additionally, we use this time to present two very special awards. The Paul Sherman Award is presented to an outstanding teen in their last year of attending the Summer Program who exhibits outstanding leadership qualities. The Barbara Hamilton award is presented to an outstanding Counselor voted on by their peers that's shows outstanding day to day contribution to the overall success of the program.

GENERAL INFORMATION

TEN DAY PASS POLICY (Hudson Residents Only)

A ten day pass may be purchased and used by multiple family members that have all been registered. It can not be used for non-family members. Additional passes may be purchased as needed. Ten day passes are not transferrable to the full summer program purchase.

MEDICAL NOTES



Our Counselors are capable of handling First Aid situations that may arise during the day. We are NOT allowed to dispense any medications without a written note from your doctor. This pertains to bee sting kits, allergy medications, asthma medications, etc. **ALL MEDICATION MUST BE IN THE ORIGINAL PHARMACY DISPENSER WITH THE CHILD'S NAME, DRUG NAME AND DIRECTIONS CLEARLY LABELED. IF YOUR CHILD HAS ANY MEDICAL PROBLEMS THAT WE SHOULD BE AWARE OF, PLEASE SPEAK TO THE COORDINATOR. Following the last day of the program any medications left behind will be disposed of immediately.**

- **LUNCH**
 Children are required to bring their lunch everyday; we do not provide lunch. No one is allowed to leave the Community Center unless picked-up by a parent. Therefore, it is necessary to bring a lunch. There are no refrigerators for storage, be sure to pack a cold pack with lunches.
- **MONEY** 
 Children are responsible for taking care of their own money. With over 200 children a day here, we're sure you can understand why we can't keep track of everyone's money. We suggest that they carry only the money they need for the day. Velcro style change purses, WITH THEIR NAME ON IT, that go around the waist are helpful. Even putting their money in their sock will help. When the children have money with them to pay for a field trip, remind them to pay the fee as soon as they arrive at the Community Ctr. This will help to ensure that they do not loose it. Do not leave money in lunch bags.
- **TELEPHONE**
 There is only one telephone line coming into the Community Ctr. (594-1155). This is for business and emergency use ONLY. Phone usage by children is highly discouraged and will only be permitted if given direct permission from one of the counselors. Also, a counselor must be present for a child to make the call. Please make arrangements before dropping your children off in the morning to lessen phone use. Lastly, please do not have your child call just to say "Hi".
- **BACK PACKS, LUNCH BOXES, EXTRA CLOTHING** 
 Please make sure these items are clearly marked with your child's name. There will be labeled bins for daily storage. PLEASE MAKE USE OF THEM. Items are not locked and accessible throughout the day.
- **LOST AND FOUND**
 Occasionally, someone will lose something. Unless it is money, the items we find lying around will be placed in the lost and found bins. Please check there first if you have lost something. If money is found, it will be kept in the Coordinator's Office until claimed.
- **HUDSON RECREATION T-SHIRTS**
 Each child receives a gold shirt when they register which must be worn on all field trips. No child will be permitted to go on a field trip without a gold shirt- **No EXCEPTIONS**. Replacement shirts will cost \$5.00.
- **SUPERVISION/PARENTAL INVOLVEMENT**
 All areas of the Community Ctr. that are open to participants are separated into play zones which counselors rotate supervision responsibilities. Drop off and pick up arrangements are at the convenience and discretion of each family. Pick up is no later than 4:00pm. Parental participation is always welcome and encouraged. Parents that stop by during the day are asked to check in at the front desk. Any serious concerns should be brought to the Summer Program Coordinator's attention.
- **SIGN IN/OUT**
 All children must sign in to the Summer Program on a daily basis upon entering the Community Center and must be signed out when leaving. Parents must sign a separate permission slip for children who will be walking home. Those walkers will not be permitted to leave the Community Center until 4:00pm.

FIELD TRIP OR ACTIVITY REFUND POLICY

Once you sign up for any field trip or activity you have a guaranteed spot. If you are a no show or do not chose to attend, there will be no refund or transfer. If a trip or activity is canceled, money can be transferred to another activity.