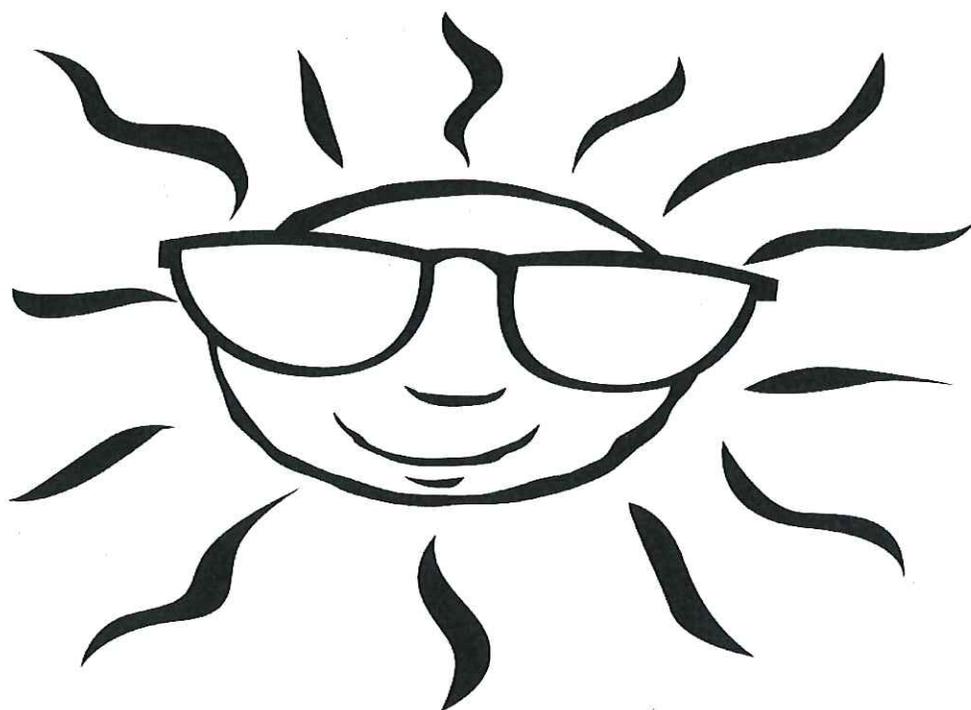


2014
Westwood
Recreation



Summer
Playground
PARENT HANDBOOK
June 26th - August 1st

SUMMER PLAYGROUND PROGRAM

Thursday, June 26th - Friday, August 1st

The Summer Playground Program is available to all Westwood children who are 4 years old as of 10/1/2014 through 8th grade (as of 9/2014). Our objective is to provide quality care for your children as we offer them a variety of fun-filled activities, such as games, arts/crafts and special events throughout the **5 1/2 week** program. The fee is \$225.00 for residents and \$300.00 for non-residents.

Registration begins on Thursday, May 1st and ends on Friday, May 30th.

There will be a **\$25.00 late fee** for any registrations accepted after that date.

STAFF

Supervisor of Playgrounds, John Orfini: This is John's 8th year as Supervisor and his 18th year on staff. He has been the District Media Specialist for the Cresskill School System for the past 24 years. (201) 220-9252

Pre-School Director, Kim Quill: This will be Kim's 1st year as Director. She is the Assistant Teacher at the Recreation Pre-School. (201) 220-9369

Berkeley K-3 Director, Maegan Walsh: This is Maegan's 2nd year as Director and 7th on staff. She has a BS degree from Castleton State College (201) 286-5655

Jake Voorhis Park Director, Cathy Sok: Cathy has held this position for the past 15 years. She had been a physical education teacher at Elizabeth High School for 6 years. (201) 220-6246

Brookside Park Director, Caitlin Catalano: This is Caitlin's 2nd year as Director and 3rd year on staff. She is a Science Teacher in New Milford. (201) 419-2313

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Gary Buchheister, Recreation Director, gbuchheister@westwoodnj.gov
Margaret McDonough, Administrative Asst., mmcdonough@westwoodnj.gov
Westwood Recreation - 201-664-7882

All of our counselors are either in the 11th or 12th grade or in college. They attend a mandatory counselor orientation and a First Aid training session. We also have volunteer CIT's (counselors in training) who are in 9th or 10th grade that assist our regular staff.

ABOUT OUR PROGRAM

PRE-SCHOOL at Berkeley School

This program is available to children ages 4-5 (as of 10/1/14) at Berkeley School.
The hours are 9:30am-12:30pm, Monday-Friday. Fee: \$225.00 per child

BERKELEY K-3RD GRADE

Children entering grades Kindergarten - 3rd Grade (as of 9/1/14) are welcome.
The hours are 9:30am-2:30pm, Monday-Friday. Fee: \$225.00 per child

JAKE VOORHIS PARK and BROOKSIDE PARK

Children entering grades 4-8 (as of 9/1/14) are welcome to choose either location.
The hours are 9:30am-2:30pm Fee: \$225.00 per child

RAIN POLICY

The Pre-School and the Berkeley K-3 program will continue to stay open regardless if there is rain or not. Brookside and Jake Voorhis Parks have the following procedure:

If there is a steady rainfall **before** 9:30am, the parks will be closed for that day. Your children may come to the Community Center and the day's program will be held indoors. Staff will supervise activities, sports, games, and arts and crafts. If rain begins to fall steadily **after** the parks open at 9:30am and prior to 11:00am, please arrange to pick up your child. The program will continue at the CC. If a steady rain persists after 11:00am, please arrange to pick up your child, as the parks will close and programs will be canceled for the day. If you are unsure, please contact your child's camp director or call the Recreation Department at 201-664-7882.

***In the event of extreme heat (95 degrees or higher), programs at Brookside and Voorhis Parks will be held in the Community Center.

BEFORECARE AND AFTERCARE PROGRAM

The Summer Playground Program has a Before Care and After Care Program that will be held at Berkeley School for children in grades K-3rd grade and at Brookside Park for children in grades 4-8. **The fees listed below are for the entire 5 1/2 weeks.**
Before Care (7:30-9:30am daily) \$200 - After Care (2:30-5:30pm daily) \$300
Children will be supervised by the Directors and the counselors at that site.

We need a minimum of 10 children to register at each site.

There is a separate registration form that must be filled out.

GENERAL POLICIES

Children must follow all rules and regulations as stated by the summer playground staff. These rules are established in order for our staff to provide your child with a safe, caring, and fun-filled environment. Please review the following list with your child, so that he/she fully understands the policies and procedures of our playground program.

- Please do NOT send your child before 9:30am unless they are enrolled in our Before Care Program. Also, please pick up your child no later than the stated dismissal time. **Failure to do so will result in a late fee of \$10.00.**
- With parental/guardian authorization, children at either Brookside or Voorhis Park may leave the parks only for lunch or at the end of the day. All children must sign in and out. Notes can be sent when exceptions are necessary.
- It is the responsibility of the parent/guardian to notify his/her children's counselor when taking your children from the park before their scheduled end time. Every child must be signed out. This confirms where your children are at all times.
- If anyone other than the parent or legal guardian is picking up their child, we require a written note authorizing who is allowed to pick up your child.
- Children will be grouped according to their grades and gender. Each group will be supervised by a specific staff counselor for the entire program. Children will be introduced to their counselor on the first day of the program, so it is advisable that the parent/guardian stay with his/her child to meet the counselor as well. Since there is a partnership between staff and family, please keep our staff informed of any special instructions concerning your children.
- All problems concerning your children should be brought to the attention of his/her counselor. If the parent/guardian is not satisfied with the results obtained through the counselor, then please address the site director.
- Children will be given two playground shirts at the time of registration. **They are to be worn everyday.** Children will not be permitted to stay without wearing them. This enables the staff to readily spot a playgrounder as it identifies and locates legitimate children in the program. Additional shirts can be purchased for \$7.00.

- Under no circumstances will bullying, fighting, or the use of foul language be permitted. Any child exhibiting inappropriate behavior will be informed that his/her behavior is unacceptable and must cease immediately. Extreme, unacceptable behavior could result in the temporary removal of a child from program activities. Parents will be advised should such a decision be made by the site director. After parents have been informed of an issue; should there be any more behavioral problems, the child may be suspended for the duration of the season.
- Proper clothing must be worn at all times. Sneakers are the suggested footwear. Flip-flops are not advisable as the wearer may fall and get injured. Sunscreen should be applied to children prior to attending camp.
- Please do not have your children bring (to camp) any valuables, such as electronic devices, games or jewelry. We are not responsible for lost items.
- The water sprinklers are turned on during the day to cool off the children. Please be aware that their clothes will get wet.
- Children enrolled in the Pre-School Camp should bring a snack/drink daily. All other children may bring a bag lunch or they can be picked up at 12pm. An ice cream truck will visit Voorhis and Brookside Parks every afternoon with a variety of ice cream for only \$1.00. Berkeley School staff will sell ice cream.
- If your child has any allergies or any other medical/special condition, fill out a medical information form and return it to the Recreation Dept. prior to the start of camp. Please also contact us if your child needs any other accommodations.
- Pictures of the children will be taken for press releases. Please contact the Recreation Department if you do not want your child photographed.
- All questions, comments, or concerns about the program itself should be directed to the Supervisor of Playgrounds, John Orfini, at (201) 220-9252 or Gary Buchheister, Recreation Director, at (201) 664-7882.
- At the end of the season, you will be asked to complete a parent/guardian satisfaction survey. Please take a moment to answer the questions openly and honestly as our goal is to build upon and improve our existing program and your input is very crucial to us.

TRIP INFORMATION

The Summer Playground Program offers trips for the children enrolled in the Voorhis/Brookside Park Programs. Registration for the trips will be held starting on May 1, 2014, at the Recreation Department on a first-come, first-serve basis. We will have a registration form for each child. It will be kept and used for the entire program which you may update at any time.

On most bus trips, we only accept a maximum of 42 children who will be supervised by 8 staff members. Please register early!

Registration must be completed 2 business days prior to any trip!

PAYMENTS

Payment for trips must be paid at the Recreation Department only, in cash (exact change only) or by check made out to: "Borough of Westwood.". Refunds will only be issued if notice is given 24 hours in advance of the trip. If a trip is cancelled by the Recreation Dept., you will be given a full refund. All refunds will be processed at the end of the summer. If you have any questions, please contact the Recreation Department at 201-664-7882 or e-mail recreation@westwoodnj.gov

BUS RULES

All bus trips depart from and return to the parking lot at the **COMMUNITY CENTER**. Buses cannot accommodate those arriving late as it will leave promptly at the designated time. Children **MUST** wear their Westwood Summer Playground T-shirt; no child will be permitted on the bus without it. In the event you do not wish to send your child on a trip, the playgrounds will remain open. Any child who misbehaves, or does not follow the rules and regulations of his/her counselor, will not be permitted to attend any future trips. Parents are not allowed to attend any trips with the camp.

WATER ACTIVITIES

Children who do not know how to swim will not be permitted to sign up for any of the bus trips involving swimming. We abide by all of the rules and regulations of Westwood's Pascack Valley Swim Club, children will be tested for deep water swimming. Only those children who can swim the length of the pool may use the diving board. Contact the swim club directly at 201-664-1080 if you would like to join.

PLEASE NOTE: CHILDREN SHOULD NOT BRING ANY VALUABLES ON TRIPS.

2014 TRIP SCHEDULE (Brookside & Voorhis Park)

Monday, June 30 - *LAND OF MAKE BELIEVE* - Bus leaves at 9:00am and returns at 4:30pm. Cost of \$35.00 includes admission, pizza, lemonade and ice cream sandwich. Bathing suit, sun screen & towel are required. Great for children in grades 4-8. Concession stand and souvenir shop available.

Thursday, July 3 - *SWIM VENTURE #1* to the Pascack Valley Swim Club. Transportation is not provided! Enter the Swim Club at 11am as a group. Wear swim suit, bring a towel and sun screen. The fee is \$7.00, plus \$1.25 for each slice of pizza. Refreshments are available at the snack stand. Pick up promptly at 2:30pm Swim Club members must register (no fee). Rain Date TBD.

Monday, July 7 - *MONTVALE LANES* Meet at 14 Grand Ave. at 12:15pm. Cost of \$6.00 includes 2 hrs of bowling & shoe rental. Bring a bag lunch or purchase food at the snack stand. Pick up at 2:30pm.

Tuesday, July 8 - *DARLINGTON PARK SWIM AREA, MAHWAH* - Bus leaves at 9:30am and returns at 3:00pm. Fee: \$15.00 includes admission & lunch. Bathing suit, sun screen & towel are required.

Thursday, July 10 - *SWIM VENTURE # 2* Rain Date TBD.

Monday, July 14- *ICE SKATING@FRITZ DIETL* - Meet at 639 Broadway at 12:15pm. Cost of \$10.00 includes admission and skate rental. An Ice Capades performer and professional skating coach will assist the children. Pick up at 2:30pm. Wear pants, sweatshirt and gloves.

Tues. July 15- *LIBERTY SCIENCE CENTER* - Bus leaves at 9:00am and returns at 3:30pm. Cost of \$30.00 includes admission and IMAX movie. Bring a bag lunch or purchase food in the cafeteria (approx \$10 for a full lunch).

Wednesday, July 16 - *SPLASH PARTY* at the Swim Club (6-9pm)-Free- Separate registration

Thurs, July 17 - *SWIM VENTURE # 3* Rain Date TBD

Monday, July 21 - *MONTVALE LANES* Meet at 14 Grand Ave. at 12:15pm. Cost of \$6.00 includes 2 hrs of bowling & shoe rental. Bring a bag lunch or purchase food at the snack stand. Pick up at 2:30pm.

Tuesday, July 22 - *SPLASHDOWN BEACH WATER PARK, Fishkill, NY* - Bus leaves at 8:30am and returns at 3:30pm. Cost of \$45.00 includes admission & food voucher. Concession stand available Bathing suit, sun screen & towel are required. Great for children in grades 5-8. Visit www.splashdownbeach for more info.

Thurs, July 24 - *SWIM VENTURE # 4* Rain Date TBD.

Monday, July 28 - *MOVIE DAY at THE PASCACK THEATER* - We will meet in front of the theater at 12:15pm to check in. Movie time is scheduled for 12:30pm. The Movie will be an appropriate, current release. Admission with popcorn and small soda is \$5.00. Pick up at 2:30pm

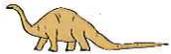
Tuesday, July 29 - *MOUNTAIN CREEK WATER PARK* - Bus leaves at 8:30am and returns at 6:00pm. Cost of \$50.00 includes -admission & lunch voucher. Concession stand available. Bathing suit, sun screen & towel are required. Recommended for children in grades 6-8.

Thurs. July 31 - *SWIM VENTURE # 5*. Rain date TBD



2014 PRE-SCHOOL CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			JUNE 26 1st Day Meet the Staff HELLO!	JUNE 27 FUN FRIDAY PARACHUTE Free Ice Friday
JUNE 30 CRAZY HAT DAY 	JULY 1 BUBBLE DAY 	2 STORY TIME 	3 Wear Blue Shorts 	4 CLOSED 
7 HAWAIIAN LUAU 	8 HALLOWEEN @ CAMP 	9 STORY TIME 	10 FACE PAINTING DAY 	11 SLIP & SPLASH  Free Ice Friday
14 DINOSAUR'S COME TO CAMP! 	15 SIMON SAYS 	16 STORY TIME 	17 SUMMER FOOD DRIVE 	18 WILD RAPIDS  Free Ice Friday
21 DJ DANCE PARTY 	22 EVERYONE'S BIRTHDAY 	23 STORY TIME 	24 BRING A FAVORITE STUFFED ANIMAL	25 Tropical Water Slide  Free Ice Friday
28 BRING IN THE CLOWS 	29 ENJOY THE BIG KIDS TALENTSHOW	30 SUMMER CARNIVAL 	31  BBQ @ BERKELEY Free Hot Dogs/Drinks	AUGUST 1 STAFF APPRECIATION DAY 



2014 BERKELEY K-3 CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			JUNE 26 1st Day Meet the Staff HELLO!	JUNE 27 KICKOFF CHALLENGE Free Ice Friday
JUNE 30 CRAZY HAT DAY 	JULY 1 BUBBLE DAY 	2 SPORTS CHALLENGE 	3 Wear Blue Shorts Red/White/Blue Ices	4 CLOSED
7 HAWAIIAN LUAU 	8 HALLOWEEN @ CAMP 	9 SIDEWALK CHALK CONTEST	10 FACE PAINTING DAY 	11 SLIP & SPLASH Free Ice Friday
14 DINOSAURS COME TO CAMP! 	15 TIE DYE (K&1) Please bring a white T-shirt	16 TIE DYE (2&3) Please bring a white T-shirt	17 SUMMER FOOD DRIVE 	18 WILD RAPIDS Free Ice Friday
21 DJ DANCE PARTY 	22 EVERYONE'S BIRTHDAY 	23 WATERMELON EATING CONTEST	24 Westwood F.D. WET DOWN 	25 Tropical Water Slide Free Ice Friday
28 FUN DAY! 	29 TALENT SHOW 	30 SUMMER CARNIVAL 	31 BBQ @ BERKELEY Free Hot Dogs/Drinks	AUGUST 1 STAFF APPRECIATION DAY



2014 BROOKSIDE /JAKE VOORHIS PARK CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			JUNE 26 1st Day Meet the Staff HELLO!	JUNE 27 Begin Mural Project Free Ice Friday
June 30 LAND OF MAKE BELIEVE 	JULY 1 TIE DYE DAY Please bring a white T-shirt	2 4TH OF JULY PROJECTS 	3 SWIM VENTURE Pascack Valley Swim Club 	4 CLOSED
7 MONTVALE LANES 	8 DARLINGTON PARK 	9 TIE DYE DAY MAKE UP	10 SWIM VENTURE 	11 EVERYON'S BIRTHDAY Free Ice Friday
14 FRITZ DIETL 	15 LIBERTY SCIENCE CENTER	16 SPLASH PARTY 6-9PM Pascack Valley Swim Club	17 SWIM VENTURE 	18 SUMMER FOOD DRIVE Free Ice Friday
21 MONTVALE LANES 	22 SPLASHDOWN BEACH WATERPARK	23 Westwood FD WETDOWN 	24 SWIM VENTURE 	25 CAMP OLYMPICS Free Ice Friday
28 PASCACK THEATRE 	29 MOUNTAIN CREEK 	30 SCAVENGER HUNT 	31 SWIM VENTURE 	AUGUST 1 STAFF APPRECIATION DAY Thanks

COUNSELOR-IN-TRAINING PROGRAM

The Summer Playground Program offers incoming 9th or 10th graders an opportunity to join our staff as CIT's. This volunteer position will allow students to gain hands on experience, while working alongside a paid counselor. They will learn how to supervise a group of children and plan activities for them throughout the summer. Please fill out an application form at the Recreation Dept. Please note that there are a limited number of positions available, and CIT's are not guaranteed employment in the Summer Program the following year.



SUMMER CONCERT SERIES

Veteran's Memorial Park - 8:00pm



Thursday, July 3rd - Ragtimers (Banjos)

Thursday, July 10th - Soul Groove (R & B)

Thursday, July 17th - Danny V & the 52nd St Band (Billy

Joel)

Thursday, July 24th - Reminisce (Oldies)

Thursday, July 31st - Tramps Like Us (Bruce Springsteen)



Media Sponsor **PASCACK VALLEY Community Life**

SUMMER MOVIES IN THE PARK

Veterans Memorial Park - 8:00pm



August 7th - Free Willy (1993) G

August 14th - Second Hand Lions (2003) PG

August 21st - Frozen (2013) G

August 28th - Spiderman (2002) PG-13

**FREE
POPCORN**



**WESTWOOD
MUNICIPAL ALLIANCE**



2014 SUMMER CAMPS

*Listed below are private camps who utilize our facilities.
Please contact them directly if you have any questions.*

CIRCUS ART CAMP

August 4-8 from 9:30-12:00pm for children in grades K-3. Show your creativity in a super-sized way! Super, super messy paintings, super-sized sculptures, super hero portraits, and so much more! Fee: \$155.00. Visit www.abrakadoodle.com.nj04

CRAFTY KITCHEN CAMP

Come cook and craft with us as we prepare tasty summertime treats and art projects with different seasonal/multicultural theme days! Campers will learn how to make recipes such as summer vegetable pizzas, home made lemonade and much more. August 4-8 from 1pm to 3:30pm Grades 2-6 Fee: \$125.00

GOLF CAMP

TGA Premier Junior Golf is conducting this camp August 4-7 (Friday rain date) from 9am-12pm. at Voorhis Park for children in grades K-8. TGA provides all the equipment. Children will learn proper swing technique, the rules of golf and enjoy fun games and contests throughout the day. Fee: \$190.00

MULTI-SPORTS CAMP

The U.S. Sports Institute's summer program is returning for its 9th year teaching and playing 15 sports in one week! The camp is held August 4-8 at Brookside Park.

Children ages 6 to 14, 9am-4pm; \$179, 9am-12:30pm; \$149, 1-4pm, \$119 ages 3-5, 4:30-5:30pm, \$69.00 (all participants receive a t-shirt). In case of rain, the camp will be held in the CC. Visit www.ussportsinstitute.com for more info.

PERFORMING ARTS CAMP

Grades K-2, 9:30am-12:30pm features singing/dancing/mask making. Fee: \$100; Grades 3-6, 9am-3pm, training in voice/dance/acting. Fee \$185- August 4-8 at the CC Both classes will put on a performance at the end of the week.

TENNIS CAMP

Tennis Dynamics will conduct this camp July 22-26 from 9am-12pm at the Westwood High School Tennis Courts for children ages 7-17. Drills, games, contests and prizes will highlight this week-long camp. Fee: \$170.00 Call Bill at 973-916-1882 for more info

MECHANICAL BLOWFISH ROBOT CAMP

Explore the world of robotics by building & taking home your very own Blowfish Robot. See it work in an actual pool. Students will also free-build with 100's of robotic parts. Be prepared to work together as a team. August 4-8, Ages 6-12 9am-12pm Fee: 140.00

ANGRY BIRDS PHYSICS CAMP

Using a giant slingshot, kids can take down the green pigs on platforms that are over 8 ft high. Learn about gravity, angles & projectile motion & how to aim while having fun. August 4-8, Ages 6-12 12:30-3:30pm, Fee: \$140 visit www.mindsinmotion.com