

# **Town of Greenfield**

Recreation Department and Community Activities

## **Recreation Programs Summer Camp Program Calendar of Events**



**Community Handbook**

# Town Of Greenfield

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## Registration Information

Registration for all activities and programs will be received by the Recreation Department in Town Hall, Mon.-Fri., 10AM-2PM.

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# CALENDAR OF EVENTS

\*\*Times and dates may change so be sure to check our website at [www.townofgreenfield.com](http://www.townofgreenfield.com) or call 893-7432, ext.307

## **January**

Little League Reg.  
Miss Softball Reg.  
Learn to Ski  
Program Begins

## **February**

Pico Trip-23rd  
Registration  
Monday-Friday 10-2  
Winterfest – 13<sup>th</sup>  
12 – 2 PM

## **March**

Spring Soccer Reg.  
SPRING  
CELEBRATION-  
23rd

## **April**

T-ball Registration  
Soccer Registration  
Summer Rec. Reg.  
Tennis Reg.

## **May**

Spring Sports Begin  
Counselor  
Applications due  
Summer Rec. Reg.  
Golf Reg.

## **June**

Summer Rec. Reg.  
US Sports Camp  
Reg.  
Tennis Begins  
Yankee Game

## **July**

Summer Rec. Begins  
July 5<sup>th</sup> - July 29<sup>th</sup>  
Golf Camp  
Burlington Trip-16<sup>th</sup>  
YOUTH DAY-29<sup>th</sup>

## **July/August**

Tennis Camp  
US Sports Camps  
Fall Soccer Reg.

## **September**

Fall Soccer Begins  
Learn to Ski  
Registration

## **October**

Learn to Ski Reg.  
Ends Oct. 15<sup>th</sup>  
NYC Trip Reg.

## **November**

## **December**

Tree Lighting – 2nd  
NYC Trip – 4th

## **SPRING PROGRAMS**

### **Spring Celebration**

Welcome Spring with a night of crafts and a visit with the Easter Bunny. Creative Sparks comes up from Saratoga to help paint tiles, and JellyBean Bingo is always a big hit. It's free to Greenfield residents. A \$5 fee if you paint a tile. This year's event is March 23, at the Greenfield Community Center, from 6:30 – 8:00.

### **Spring Soccer**

Registration begins March 1 and ends April 15. It's a six-week program that runs May – June. The cost is \$10 (+ \$5 for late registration). Spring soccer is purely recreational, focusing on skill improvement, and fundamentals. It's held at the Middle Grove Town Park. It's open to all Greenfield youth in grades K-6. Volunteer coaches and assistants are always needed. Registration forms can be picked up at Town Hall or downloaded off the Town website.

### **T – Ball**

Registration begins March 1 and ends April 15. It's for all youth ages 4 – 7 in Greenfield. It is limited to 30 players because of field space. They play twice a week at Porter Corner's Ball Fields from May 9 – June 17. Cost is \$15(\$5 late registration fee). Forms are available at Town Hall or downloaded off our website.

### **Summer Rec. Counselor Application**

Applications are available at Town Hall. You must be 16 years of age or older to become a counselor, and 15 to be a CIT. The program runs July 5th to July 29th at the Geyser Road Elementary School. Prior childcare experience is helpful. You **MUST** be able to work the whole program.

### **Summer Rec. Registration**

Registration will begin April 4th. ALL PERMISSION SLIPS, AND MONEY FOR TRIPS must be handed in at time of registration, and no later than July 8. There will be **NO EXCEPTIONS!!!** So please register on time

so we don't have disappointed children. Summer Rec. is a ½ day camp program that is free (field trips are extra) to all Greenfield youth entering grade 1 to age 14. Bus transportation is available. The camp is held at the Geyser Road Elementary School from 9AM to 12 Noon. Registration forms are at Town Hall or you may download them off our website.

## **SUMMER PROGRAMS**

### **Summer Rec.**

Summer Rec. is described later in the handbook, runs July 5<sup>th</sup> – July 29<sup>th</sup>. It is explained in detail beginning on page 10.

### **Professional Baseball Trip**

The Town of Greenfield sponsors a bus trip to a baseball game once a year. This year we are going to see the NY METS VS PHILLIES. We will be going on Sunday, May 29<sup>th</sup>. Registration will begin on March 1, 2011. Please call the Recreation Director at 893-7432, ext. 307 with any questions.

### **Burlington Trip**

Make your own plans! This bus trip drops you off by Church Street Market Place for a day of shopping and fun in Burlington, VT. Bus leaves the Greenfield Community Center at 7:30AM **July 16th**, and returns around 10PM. The cost is \$35 for residents and \$45 for non-residents. Registration will begin May 1 and it fills up fast so register quickly.

### **Golf**

**Junior Memberships:** The Town of Greenfield provides a \$30 discount for any Greenfield youth that would like to purchase a summer membership to Brookhaven Golf Club. This is done through the pro shop at Brookhaven at the time of registration.

**Lessons:** Brookhaven Golf Pro, Ben Anderson, will give lessons to Greenfield youth ages 6 – 18. It's a 5-day clinic in July. Date and time will be posted once the course opens so check our website for update. Registration will begin in June.

## **YOUTHDAY**

On Friday, July 29, from 10AM – 12Noon, the Town of Greenfield and the Saratoga County Youth Bureau sponsor a free day of activities for the Greenfield Youth. It's the last day of our summer rec. program, so all the campers and their families will be there. There will be a Rock Wall, Bouncy Bounce, Face Painting, and more. It's a day of FUN for the whole family.

## **MULTI SPORTS CAMP**

Experience over 15 different sports in one week with the US Sports Institute. The camp gives participants the opportunity to play a variety of sports from around the world in a fun, safe environment. Camp is held at the Middle Grove Town Park, July 25<sup>th</sup>-29<sup>th</sup>. Youth ages 5-13 will be from 1 – 4 PM, cost is \$139. Youth 3 – 4 years will be from 4:30 – 5:50 PM, cost is \$79. Registration will begin in June.

## **TENNIS LESSONS**

US Sports Institute will offer tennis lessons at the courts in Middle Grove Town Park. Youth ages 5 – 7 will go from 9 – 10:30 AM and 8 – 11 year olds will go from 10:30 – 12. This camp is July 25 – 28 and with a cost to be determined. Registration will begin in June.

## **FALL PROGRAMS**

### **SOCCKER**

Our Fall soccer program is a more organized program than the Spring, with teams picked, and games scheduled. The program is open to all Greenfield youth ages 5 – 13. The cost is \$15 per child (\$10 late registration fee); each child will receive a team T-shirt. Registration begins August 1 and ends September 1. Practices begin by September 12<sup>th</sup>. Please be sure to register on time so our coaches can properly plan. Anyone interested in being a referee, coach, or assistant coach, please call 893-7432, ext. 307. Registration forms can be picked up at Town Hall or downloaded off our website [www.townofgreenfield.com](http://www.townofgreenfield.com).

### **LEARN TO SKI**

Even though the program begins in January, registration is held in the Fall. West Mountain in Glens Falls offers a seven week learn to ski program on Saturdays and Sundays beginning after the holiday break. It's a very popular program, and a great winter activity. After the seven weeks of lessons your pass is still good on your chosen day and time until the slope closes. Registration begins Sept. 15 and ends OCTOBER 15. After that the prices rise considerably. The cost varies each year.

## **WINTER PROGRAMS**

### **TREE LIGHTING**

The first Friday night in December (2nd) is our annual Tree Lighting at the Greenfield Community Center. Kids and family can come and get free pictures with Santa. After, Santa leads us in a magical cheer to light up the big tree on the corner so Santa can find his way to Greenfield. It's a great holiday tradition.

### **NYC TRIP**

The Town of Greenfield sponsors a bus trip to NYC every year. We provide the transportation; you make your own plans. Many people shop, others see a show, other just sight see, it's up to you. Bus leaves Town Hall at 7am and returns by 10:30pm. The trip is on Dec. 4<sup>th</sup>. Registration begins Oct. 1. The price is \$35 for residents, \$45 for non.

### **WINTERFEST**

Every year the Town has a small winter festival at the Middle Grove Town Park. Everyone is welcome to join the fun. We have carriage rides, ice skating, a big snow mountain for sledding, snow shoes, and plenty of smores and hot chocolate. 2011 Winterfest date is Sunday, Feb 13<sup>th</sup> from 12 – 2 PM

### **PICO MOUNTAIN SKI TRIP**

During February Winter break we have a trip to the Pico Mountain Ski Resort for the families in Greenfield and friends. It's a one day trip. Price includes transportation plus a full day lift ticket. Everyone has a great time! This years trip is on Wednesday, Feb. 23<sup>rd</sup>.

## **Town of Greenfield Summer Recreation Program**

### **Welcome**

The Town of Greenfield Summer Rec. Program is a four week half-day program for children entering 1<sup>st</sup> through 9<sup>th</sup> grade. The program starts on Tuesday, July 5<sup>th</sup>, and ends Friday, July 29<sup>th</sup>. The program meets Monday – Friday from 9AM until 12 noon. This structured, well-supervised program licensed by the NYS Health Dept. provides an opportunity for children to use their summer leisure time constructively. Camp is held at the Geyser Road Elementary School.

Campers are grouped by the grade they will be entering in September, and have a counselor assigned to them to lead age appropriate activities. Our program requires a strict counselor to camper ratio to provide a safe, fun experience for your camper.

To help with staffing it is your responsibility to drop off and pick up your child on time whether it is at the school or the bus stop.

Some counselors are available to watch campers after camp hours.

### **Summer Rec. Program Mission**

The mission of Greenfield's Summer Rec. Program is to increase awareness about one's self, environment, community and place in the world in a fun, safe and supportive setting. We strive to create a summer of fun and a lifetime of friendship with the core values of caring, honesty, respect, and responsibility being our focus.

### **Program Dates and Hours of Operation**

Greenfield Summer Rec. is a four-week program that is held Monday – Friday (no camp July 4<sup>th</sup>) from 9AM – 12 noon. We have 2 or 3 days of extended hours for field trips. Camp will run July 5<sup>th</sup> – July 29<sup>th</sup>, 2011. June 29<sup>th</sup> is a YOUTHDAY Celebration at Middle Grove Town Park for campers, their families, and the community.

## **Registration Information**

Registration forms are available April 1 at Greenfield Town Hall, 7 Wilton Rd. or on our website [www.townofgreenfield.com](http://www.townofgreenfield.com).

In order to register, your children must live in Greenfield, Middle Grove, or Porter Corners. We will start accepting registration April 1 during normal business hours. A parent or guardian may register his/her own child by mail, fax, email, or in person at Town Hall. In order to register you must provide current immunization dates. \*We will only except completed registration with immunizations listed.

The program will run for 4 weeks. The price per camper is free plus any field trips the camper plans on attending. All field trip money must be handed in at the time of registration. **ALL FIELD TRIP MONEY MUST BE IN BY JULY 8, 2011. \*\*NO EXCEPTIONS\*\*** Payments can be made by check or cash for your convenience. Checks are made out to the Town of Greenfield.

## **Arrival and Departure Policies**

All children are required to check in with their counselor for attendance, but a parent does not need to accompany them. All children not taking the bus home **MUST** be signed out by a parent or other authorized person each day.

Campers may only leave with their parent or other authorized person listed on the registration form. If someone else has to pick up your child, or if your child goes home with a sibling, you must send a written note ahead of time notifying your child's Head Counselor. Phone calls are not acceptable. Our staff will require ID from anyone picking up your child that they do not recognize.

## **Camper Orientation**

Camper orientation is held the first day of the program. Orientation is given to all campers and includes rules, tour of the facility, field trip expectations, special activities, and a review of possible site hazards. Campers who are not present on the first day may receive their orientation from the camp director on the first day they attend.

## **Camp Attire**

The summer program is an outdoor camp. Please send your child to camp in clothes that can get dirty and possibly wet. Sunscreen and hats are strongly recommended. For your child's protection, sandals or flip fops are not allowed and sneakers are encouraged.

## **Snacks**

Since the camp is only 3 hours long we do not take a snack break. If you feel it is absolutely necessary for your child to have a snack the child will be responsible for that snack. Because there are many children enrolled with serious nut allergies, it's extremely important that your child's snacks do not include any nut products or oils.

## **Special Needs**

The summer camp program encourages physical activity and endurance during various sports and activities that are played. If your child is not able to participate in any activity, please notify us and speak to your child's counselor. We encourage you to bring any special needs or concerns, which you may have, to our attention.

## **Medical Information**

The Town of Greenfield Summer Rec. Staff is not allowed to dispense medication. If your child shows up to camp ill or becomes ill during camp hours, you will need to pick them up immediately or arrange for them to be picked up. Please do not send your child to camp if they have:

- Pink eye
- Fever within the last 24 hours
- Vomiting or upset stomach
- Signs of fatigue or discomfort
- A rash
- Head lice
- Chronic cough or runny nose

Staff is not allowed to apply sunscreen or bug spray to camper. You should do this before sending your child to camp.

## **Inhalers and Epi-pens**

It has come to our attention that many children enrolled in our summer program have asthma or other serious allergies. Please do not send in snacks for your child that contains nut products that could seriously harm another camper. In order to protect these children, our staff needs to be aware of all children who carry inhalers or epi-pens. It is important to mark this information on your registration forms and have your doctor's permission to carry this medication.

Epi-pens and inhalers may be stored in the nurse's office with the EMT, but the following policies have been established by the Town's Director because Staff cannot dispense any medications:

- All children are allowed to carry epi-pens or inhalers on them.
- Children must be able to dispense their own medication.
- Prior to the start of camp you must bring in the medical authorization form (included in the registration packet) signed by both you and your child's doctor with a copy of the prescription of the medicine your child needs attached
- The medication that your child brings to camp must be in its original container showing the prescribed information on it.

PLEASE NOTE: If your child does not have their medication on them on any camp day, you must bring it in or they will be sent home.

## **Children at Risk**

All childcare agencies are required by law to report suspected child abuse or maltreatment if they have reasonable cause to suspect it. Our staff is trained in recognizing abuse and maltreatment. Maltreatment can be such things as failing to provide proper medical care, excessive punishment, misuse of alcohol, drugs, etc.

Parents who bring or pick their child up under the influence of alcohol or drugs present a risk not only to their child but also to others. Our staff is required in these circumstances to:

- Call the other parent or someone on the child's emergency contact list
- Contact a neighbor or friend
- Call a taxi

If any of these arrangements cannot be agreed upon, staff is required to notify the proper authorities.

## **Weather Information**

Much of the summer program takes place outdoors; therefore temperature and storms are a major factor for the camp. It is very important that you dress your child appropriately for days that are overcast or when rain is expected.

If it is raining and your child has a field trip scheduled for an indoor activity, the trip will go on as scheduled. If the trip is an outdoor activity, it may be canceled. Every effort will be made to reschedule the trip at another time.

## **Emergency Procedure**

Below are our procedures for emergencies, approved by the NYS Dept. of Health:

1. The Camp Director shall be in charge of the situation.
2. Administer First Aid
3. Call an ambulance for injuries including but not limited to: areas showing swelling combined with discoloration, deformity, loss of consciousness, any type of neck or back injury. Designate staff members to meet ambulance and direct crew to scene.
4. Other staff to secure area – no child left unattended
5. Notify parents.
6. Notify Recreation Director.
7. Upon conclusion, submit Town & State report. Report should include all the events leading up to injury of child, name and address of child, name and address of parent or guardian, staff involved, where treated and by whom and recommendation to avoid future incidents.

## **Address & Telephone Numbers**

Please inform staff at the summer program of any change to your address and telephone numbers. If your emergency number changes, it is important that we are notified immediately to ensure proper notification of parents in case of emergency.

## **Contacting Your Child**

If you need to contact your child at camp please call 428-CAMP and a staff member will relay a message. Campers are not allowed to bring or use cell phones at camp.

## **Appropriate Behavior of Children in Camp**

Please keep in mind that since this is a camp; everything is open and accessible to all campers. In addition, there are no separate classrooms or lockers in which to safely store a camper's personal item or money.

Please talk to your child:

- regarding actions and language toward counselors and other campers
- regarding responsibility for their clothing, snacks and money
- non-aggressive behavior is appropriate
- respect for others, staff and equipment
- use of appropriate language
- no hitting, tripping, pushing, tackling, fighting, kicking or wrestling
- your child may not leave camp without your permission and the permission from the counselor
- All children are expected to assist in picking up after their games, activities and crafts.

## **Discipline Procedures**

Please prepare your child for camp by explaining all of the rules and regulations to your child and discussing any concerns that he/she may have. Please discuss with us any problems that your child may be experiencing while at camp.

Campers must display acceptable behavior and must be accountable for their actions. Parents must know and understand the rules that their child is expected to follow and be aware of the consequences for any violations. The first time a child is disciplined, the child will be asked to sit for a time out. If a problem continues, the Camp Director will meet with the camper and their counselor to discuss and review appropriate behavior.

Any significant or continual behavior problems will be brought to the attention of the parents. If the behavior continues, the child may be dismissed from the program without further warning.

Any child who intentionally injures or is a threat to another child may be dismissed from the program. Any child who intentionally destroys camp property may be dismissed from the program. Any vandalism charges will go directly to the camper involved and to his/her parents or guardians.

## **School Bus Rules**

Remind your child:

- to remain in the seat at all times
- to wear their seat belt
- that no objects are to be outside the bus windows
- not to write on any part of the bus
- no littering on the bus
- to keep feet out of the aisles
- to listen carefully to the bus driver
- no eating or drinking on the bus
- no vandalism of any kind will be tolerated

## **Trip Rules**

Stop, Look & Listen

- STOP always go with a buddy, never alone.
- LOOK to be sure you can always see your counselor.
- LISTEN for directions from counselors and trip coordinator.
- Be aware of the first aid locations and alert counselors to any problems.
- Wear appropriate clothing (sneakers at camp activities for safety).

## **Questions & Additional Information**

If you have any additional question or concerns, please feel free to call the Recreation Department at 893-7432, ext. 307.

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Recreation Director

Camp Director

Assistant Camp Director

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