



Dear Parent or Guardian,

Thank you for your interest in the City of Erie's Summer Parks and Recreation Program, referred to as YMCA Kids Club sponsored by the City of Erie. The Program operates from June 14th through August 11, 2023. All locations are closed Tuesday July 4, 2023.

We ask you to visit the park and meet the counselors with your child on their first day. To register your child for one of our park's programs you must complete an Enrollment/Contact/Waiver form and return it to a park counselor before your child may attend the program without you. Please provide verification of age supported by your child's most recent report card, child school ID or birth certificate.

Please read through the entire Parent Handbook, as it contains pertinent information for all of our five (5) parks programs, including the program schedule and rules. We have included health and safety information to help maintain a healthy environment for staff and children.

If you need to reach the counselors at the park you can use the phone numbers listed in the handbook to reach the counselors at the park. If you have questions or concerns about the program please do not hesitate to call me. We look forward to a fun and enjoyable summer.

Sincerely,

Jennifer Sikora YMCA Parks and Recreation
Administrator 814-882-3218 or call the
Downtown YMCA at 814-452-3261 ask for
Monica Olesnanik or Jen Sikora

ENROLLMENT/EMERGENCY CONTACT FORMS MUST BE COMPLETED AND RETURNED BEFORE PARTICIPANTS CAN STAY AT A PARK WITHOUT THEIR PARENTS.

IMPORTANT PARKS AND RECREATION INFORMATION

- The parks program runs from Wednesday June 14th to Friday August 11th.
- The parks programs are open Monday- Friday 10:30 AM - 3:30 PM.
- The parks programs are for kids aged 6-18 years. NO EXCEPTIONS.
- Please provide current contact information. We must be able to get a hold of a parent or guardian while the park program is in session. If there has been a phone number change please let a counselor know immediately.
- Please include contact information for trusted family members or friends who can pick up your child in case we are unable to reach you.
- Parents must be sure to communicate directly with counselors at their child's park. Please inform them of important pick up or drop off information.
- The City Parks Summer Foods program is an open site for children aged 2 through 18. Parents must stay with children who are not part of the Parks Program.
- Lunch is served from 11:30 AM - 12:00 PM daily.
- Snack is served from 2:00 PM - 2:30 PM daily.
- Children are not required to stay the entire day but must sign in when entering the program, and sign out when exiting.

IMPORTANT POOL INFORMATION The Rodger Young pool is open from 12-5 p.m. The pool will be open from June 14th to August 18th. Monday - Saturday

The pool will be closed Saturday July 1st and Tuesday July 5th

All Pool Rules

- Obey pool rules as posted.
- Apply sunscreen before arriving. If you bring your own sunscreen, please label it with your child's name.
- No T-shirts
- Must wear a swim suit – no cut-offs.
- No toys.

- Children are asked to sign in when they arrive and sign out when they leave.
- Bring a towel marked with the child's name.
- Bring a water bottle marked with the child's name.
- Children's swimming abilities will be assessed upon their first visit and children will be directed to the appropriate area of the pool based upon swimming abilities; children have the opportunity to reassess during the summer.

POSITIVE COVID-19 OR CONTACT WITH A POSITIVE COVID-19

- Follow Erie County Department of Health Guidelines

DAILY ACTIVITIES INCLUDE: (activities will vary by park) Activities will include, but are not limited to arts and crafts, board games, educational enrichment, small group games. Field Trips are not available this summer due to social distancing guidelines; however, enrichment activities will be available at the parks.

WHAT TO BRING TO THE PARKS:

- A water bottle. Water will be available at each park, having a water bottle to be refilled is strongly encouraged. Please label your child's water bottle.
- Swimsuit and towel for swimming (Rodger Young Park only)
- Apply sunscreen before arriving at the park daily. Sunscreen may be brought daily to reapply as needed. Please label your child's sunscreen.
- Closed toed shoes are strongly recommended. Flip flops are not permitted.

WHAT NOT TO BRING TO THE PARKS: We are not responsible for any lost or stolen items.

- Nice clothes
- Any type of video games or electronic devices
- Cell phones are brought at your own risk
- Any type of weapon or toy resembling a weapon
- Toys, trading cards, stuffed animals, games, etc.
- Valuables

MISSION STATEMENT At the YMCA of Greater Erie, we put Christian principles into practice through programs that build a healthy spirit, mind and body for all. YMCA of Greater Erie, We're here for good!

PROGRAM GOALS AND OBJECTIVES Providing recreation programs encourages a

sense of pride in and appreciation for your community's traditions and heritage. Bringing your residents in touch with each other and their environment builds stronger families, reduces loneliness, promotes ethnic and cultural understanding and enhances community spirit. People meet their neighbors and develop friendships at recreation programs. Involving children in constructive activities helps them stay out of trouble. Recreation programs provide alternatives to self-destructive behavior and helps to build strong neighborhoods.

HOURS OF OPERATION The YMCA Parks and Recreation Program (Y Kid's Club) operates from Wednesday, June 14, 2023 to Friday, August 11, 2023. The parks operate from 10:30 AM - 3:30 PM Monday - Friday. **All parks are closed on Tuesday July 4th.**

Rodger Young Pool is open Wednesday June 14th to Friday August 18th. Monday through Saturday 12-5pm. **CLOSED Saturday July 1st and Tuesday July 4th.**

AGES OF CHILDREN Children ages 6-18 years are accepted. No exceptions. Verification is needed for children new to the program or who want to swim. Please provide report card, school id or birth certificate.

MEALS AND SNACKS Lunch will be served Monday – Friday from 11:30AM-12:30PM

Snack will be served Monday – Friday at 2 PM. We are an open site for the Park neighborhood. Meals are available for children aged 2-18 on a first come, first served basis for children of the neighborhood. If you are new to the program, your meal will be added to the next delivery.

Parents must stay with children aged 2-5 years old. You do not need to be enrolled in the parks program to receive a free lunch.

DRESS CODE The parks are a great place to wear old clothing. Daily activities include arts and crafts and outdoor sports. Closed toed shoes are recommended and flip flops are not permitted. Proper swimwear and a towel is required for swimming at Rodger Young Park. Please label all swim clothing and towels.

DISCIPLINE The YMCA Parks and Recreation Program has adopted the following

discipline plan for all participants. We approach discipline in a serious, yet positive manner. Desirable behavior will be rewarded with positive reinforcement. In the event that the child exhibits inappropriate or negative behavior, the staff shall talk to the child, and enlist his/her help in solving the immediate problem. The following discipline procedures will be discussed with your child on the first day of the program. Please make sure that you discuss the policy with your child.

RULES – (Not limited to these)

1. Treat others as you would like to be treated.
2. Listen and follow the directions of your counselors.
3. Keep your hands and your feet to yourself.
4. No Offensive Conduct or Language.
5. No Offensive Clothing
6. No electronics, weapons, or toys that look like weapons.
7. Obey rules of Erie City Parks.

MINOR VIOLATIONS: Those violations that relate to behavior and do not endanger the safety of the child or others. These violations will accumulate over time and will be documented in a disciplinary log.

Examples: Using profanity around children or staff, teasing, not obeying counselors.

- 1st offense- verbal warning
- 2nd offense- 10 minute time-out or a logical consequence depending on the infraction and talk with parents
- 3rd offense- 15 minute time-out or a logical consequence depending on the infraction and talk with parents
- 4th offense- Call parents, sent home or 1 day suspension

MAJOR VIOLATIONS: Those violations that endanger the safety or well-being of the child, other children or staff. Major violations will be documented, and result in a written behavior report. Examples: Pushing, shoving, hitting, creating an unsafe environment, throwing objects, theft and bullying.

- 1st offense- Behavior report and immediate call with parent/guardian.
- 2nd offense- Behavior report and Parent is called to pick up the child from the park. A meeting is set up with parents to discuss plan to correct behavior. Child can not return until Park supervisor meets with parent.
- 3rd offense- Behavior report and Parent is called to pick up the child from the park. A meeting is set up with parents to discuss plan to correct behavior. Child can not return until Park Administrator and counselor meets with parent.

Suspension of 5 days.

- 4th offense - Behavior report and Parent is called to pick up the child from the park. Child is removed from the program for the rest of the summer.

IMMEDIATE DISMISSAL: Some violations will require immediate dismissal. They will be up to the discretion of the Park and Recreation Administrator. Parents will be notified immediately.

SUNSCREEN We recommend applying sunscreen to your child prior to arriving to the park. Your child may bring their sunscreen with them to apply as needed. Please make sure it is labeled with his or her name. Please let us know if your child has any allergies to sunscreen products, as the children sometimes share.

WATER Water fountains or a large water jug will be available to the children daily. Please send your child with a labeled water bottle to fill up with water. It is important that your child keep the bottle and return with it daily to refill it as needed.

LATE PICK- UPS AND FAILURE TO PICK UP The parks program ends at 3:30 PM. All children must be picked up by 3:30 PM unless they are given permission to walk home, as indicated on the ENROLLMENT form or if parent notifies the counselor. At 3:30 PM counselors will begin calling those authorized to pick up the child listed on the emergency contact form. Staff will not stay beyond 4:00 PM. If no one has arrived or been contacted by 4:00 PM the Erie Police Department will be called as the child will be considered an abandoned minor. Please make sure you have emergency contacts with working numbers.

RELEASE OF CHILDREN FROM PARKS Children are free to sign themselves in and out of the Summer Parks Recreation Program as this program operates under an open door policy. However, children will be released to parents or persons designated on emergency form only. Parents need to call or send in a signed letter authorizing release of a child to anyone not listed on the emergency form.

INCLEMENT WEATHER If there is a high risk of inclement weather (lightning storm) the parks program will be closed for the day. If you are unsure if a park will open you can contact the counselor at the specific park your child attends or contact Monica Olesnanik at 814-392-7720 . In an event of rain all parks have either a pavilion or portable shelter and will be open at least through lunch service at 12 PM. If a lightning storm takes place while children are at the park, parents and or emergency contacts will be contacted to pick up the child up. There is no indoor shelter available during storms at any park. If all children leave a park due to rain the program will close for the day.

In an event of excessively hot weather all children are required to have a bottle of water with them and sunscreen to apply as needed throughout the day. No indoor shelter is available.

CHILDREN BECOMING ILL OR INJURED DURING PROGRAM HOURS Emergency services will be obtained through 911 for any illness or injury the staff feels unable to handle with YMCA First Aid Training. Attempts to reach a parent or other person(s) designated on the emergency form will be continued until someone is reached.

A parent or other designated person will be contacted to pick up a child who has an injury of a non-emergency nature that may or may not require additional treatment as determined by the parent/guardian.

Parents are required to update staff with any changes to contact information. In the event in which the parent/guardian cannot be reached the emergency contact will be notified. Staff will document all Injuries.

ILLNESS If your child is showing signs of illness with the following symptoms: elevated temperature, fever, diarrhea, vomiting, undiagnosed rash, sore or discharging eyes or ears, profuse nasal discharge, diagnosed contagious diseases such as pink eye, strep throat or chicken pox and or is too ill to participate in activities please do not send him or her to the park. There is not a comfortable location at our programs for children to rest or relax if ill.

A parent or other designated person will be contacted to pick up a child who falls ill during the day that may or may not require additional treatment as determined by the parent/guardian.

Parents are required to update staff with any changes to contact information. In the event in which the parent/guardian cannot be reached the emergency contact will be notified to come and pick up the child. Staff will document all illness.

MEDICATIONS We are unable to administer or store medications of any kind.

REPORTING CHILD ABUSE Any staff member of a Recreation Program is considered by the state of Pennsylvania to be a mandated reporter of child abuse. This means any staff who has a reasonable cause to know or suspect a child has been subjected to abuse or neglect or who has observed a child being subjected to circumstances or conditions which would reasonably result in abuse or neglect shall immediately report or cause a report to be made fact to Child Line and the Pennsylvania Office of Children and Youth.

MEDIA There are many opportunities during the summer for children to be filmed and photographed for the NEWS, YMCA promotions or other releases. Please know there is no payment to children or their families for participating in these releases. Please notify the Park Counselor if you do not want your child in pictures or films.

EMERGENCY TRAINING YMCA staff goes through training prior to opening of the Parks Program. This training includes the following,

- First Aid, CPR Blood borne Pathogen Orientation
- Discipline tactics Active Shooter Mandated
- Reporter COVID-19 Health & Safety Precautions

All Lifeguards are certified lifeguards.

Should there be an emergency in any of the parks, please contact Jennifer Sikora at 814-882-3218, Monica Olesnanik at the Downtown YMCA at 814-452-3261 or the corporate YMCA Office at 814-452-1432 for information.

We hope you and your child have a wonderful experience with us this summer. Should you have any concerns or suggestions about the YMCA Parks and Recreation Program, feel free to talk to one of our counselors or contact the Parks and Recreation Administrator Jennifer Sikora at 814-882-3218

PARK & POOL INFORMATION

PARK/ PHONE # ADDRESS

BAYVIEW 2nd & Cherry St. Erie, PA 16507

BURTON E. 40th & Burton Ave Erie, PA 16504

COLUMBUS W. 16th & Popular Erie, PA 16502

McKINLEY 21st & East Ave. Erie, PA 16503

RODGER YOUNG Buffalo Rd & Downing Ave Erie, PA 16510