



TOWN OF NEWINGTON

200 Garfield Street Newington, Connecticut 06111

Parks & Recreation Department

Summer Sunshine Program Information

Welcome to the Newington Parks and Recreation Summer Sunshine Program!

Location

The Summer Sunshine Program is held at our NEW Preschool location at 200 Garfield Street in Newington. Drop-off begins at 9:00 am. The children will walk to the Mill Pond Park wading pool daily at 11:45 am. At 1:00 pm, the children will walk back to our Preschool classroom at 200 Garfield Street. Pick-up is at 5:00 pm at the Preschool classroom. You can pick your child up early any time throughout the day. If you choose to do so, we recommend picking your child up after 1:00 so that the class has time to get back to the preschool after visiting the pool. If you are picking up between 12:00 and 1:00 pm, we will be at the Mill Pond Park wading pool. In case of inclement weather, we will not go to the pool.

Backpacks & Belongings

Please label all backpacks and lunch boxes with your child's name on the outside of the item. Remember that your child has to carry their belongings to the pool, so the lighter the better. It is suggested you pack a towel in your child's backpack and a blanket for rest time, for your child's comfort.

Lunches & Snacks

For the safety of our students, we are an allergen-safe facility. Peanut butter and nuts of any kind are not permitted in the facility. Please pack a healthy lunch for your child and include at least two juice boxes or water bottles. If your child will be staying for the full duration of the day, please also pack a snack for them for the afternoon.

Food Allergies & Medication Administration

If your child has any food allergies or medical conditions which require an epi-pen or emergency medication during program hours, you must fill out an *Authorization for the Administration of Medication* form, available in the Parks and Recreation office or online at www.newingtonct.gov/parksandrec. This form must be completed and signed by the child's physician, PA, or APRN and submitted to the Parks and Recreation office at the time of registration and at least one week prior to the child's first day attending the program. This one-week period will give us time to ensure that each staff member has an opportunity to review each child's file and medication instructions.

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Supervised Swim Time at Mill Pond Park Wading Pool

Children will participate in supervised swim time in the wading pool daily, except during inclement weather. All wading pool activities and swim times are supervised by a certified lifeguard and the Summer Sunshine staff. Our wading pool time is scheduled from 12:00 to 1:00 pm. Children must wear their bathing suits every day regardless of the weather. Two-piece bathing suits are recommended for girls for ease and independence in the bathrooms. You must apply sunscreen before you drop off your child. If you would like your child to wear a shirt while in the pool, please make sure it is a swim shirt, as cotton t-shirts are not allowed. Children should be able to change in and out of their swimsuit independently.

Drop-Off and Pick-Up

Please sign in every day when dropping off your child and provide a cell phone number where you can be reached. If someone other than you is going to pick up your child, please make a note of that on the sign-in sheet. We will not release your child to any unauthorized person. Photo identification will be required at pick-up. The *Summer Sunshine Registration Form* must be filled out completely, including at least three people authorized to pick up your child. **If you want your child to start on a Monday, registration must be received by noon the previous Friday.** An additional fee may be assessed for any child who is repeatedly picked up late at the end of the day.

Toilet Training

All participants must be toilet-trained. Children may not attend the program wearing pull-ups or diapers.

Questions

If you have any questions, please call the Parks and Recreation office at 860-665-8666 or the Preschool Classroom at 860-665-0114.

Program Rules and Discipline Procedures

Our rules are the standard rules a child should have already learned at home: keep hands and feet to yourself, no hitting, kicking, spitting, biting, name calling, pushing, or taking toys away from other children. Children are not allowed to leave the room without a teacher.

If a child is breaking a program rule, staff members will communicate to the child what rule they have broken. The staff member will observe the child to make sure they have stopped the behavior. If the behavior continues, the staff member will redirect the child to a quiet activity in the classroom. If the offense is serious, staff will discuss it with the parent. We will follow a progressive discipline outline. If a child breaks a rule once, corrective action will be attempted in the classroom. If the child continues to break the rule, a one-day suspension will be given. If the child continues to break class rules, expulsion from the program may be necessary. For the safety and wellbeing of all program participants and staff members, the Newington Parks and Recreation Department reserves the right to adjust this progression depending on the severity of the rule broken.

~ *THANK YOU* ~