

# 2017 Kid's W.O.R.L.D. Summer Recreation: BV\_\_\_/VM\_\_\_

(One form per child. Please Print. This packet must be filled out and required fees paid prior to child attending the program.)

Kid's W.O.R.L.D. is a group-recreation program. All participants must have **completed kindergarten**, be able to interact appropriately in a group environment, follow verbal directions, and fully feed & toilet themselves. *We strive to serve children with disabilities where reasonable accommodation can be made. If you have a child who requires an ADA accommodation, please contact the OYCC for a "Request for Accommodation" packet and submit prior to enrollment.*

**CHILD:** \_\_\_\_\_ Grade NEXT Fall (2017-18): \_\_\_\_\_ School Last Enrolled: \_\_\_\_\_

Age (as of May31): \_\_\_\_\_ Birth Date (mo/day/yr): \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M( )/F( ) Hm. Phone: \_\_\_\_\_

Home Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**MOTHER/GUARDIAN:** \_\_\_\_\_ E-Mail \_\_\_\_\_

Employer: \_\_\_\_\_ Wk#: \_\_\_\_\_ Cell#: \_\_\_\_\_ Hm# \_\_\_\_\_

**FATHER/GUARDIAN:** \_\_\_\_\_ E-Mail \_\_\_\_\_

Employer: \_\_\_\_\_ Wk#: \_\_\_\_\_ Cell#: \_\_\_\_\_ Hm# \_\_\_\_\_

**HEALTH INFO:** Medications are not allowed on-site, with the exception of asthma inhalers & Epi-pens. These must reflect the child's name on the Prescription Label & be left with the Site Leader. Participants should be able to self-dose.

\_\_\_ YES: My child is able to fully feed & toilet (identify need, notify staff, proper facility use, dress self, no "pull-ups" etc) them self.

\_\_\_ NO / \_\_\_ YES: Does your child have any disability that requires a special ADA accommodation? If so, please pick up a "Request for Accommodation" packet from the OYCC and submit the completed request prior to enrollment/attending the program.

\_\_\_ NO / \_\_\_ YES: Taking any medications. If so, list/what for: \_\_\_\_\_

\_\_\_ NO / \_\_\_ YES: Are there any health issues affecting your child? If so, list and describe what precautions should be taken: \_\_\_\_\_

**RELEASE AUTHORIZATION & EMERGENCY CONTACTS-Provide at least (2) local contacts, BESIDES PARENTS.**

The following persons may also be contacted, or authorized to remove my child from the program – Be prepared to show ID:

<u>LEGAL NAME</u> (as appears on ID)	/	<u>RELATIONSHIP</u>	/	<u>DAY PHONE</u>	/	<u>WK# – HM# – CELL#</u>
1. _____	/	_____	/	_____	/	_____
2. _____	/	_____	/	_____	/	_____
3. _____	/	_____	/	_____	/	_____
4. _____	/	_____	/	_____	/	_____

The following person(s) may not remove my child from the program: (If listed, a copy of custody/court papers **must** be provided): \_\_\_\_\_

**DUE AT ENROLLMENT:**

Registration Fee	\$ <u>10.00</u>	(Applies to all participants. Non-refundable)
(Reg. fee & first wk attending)	1 <sup>st</sup> Week's Usage Fee	\$ <u>85.00</u> (Week # / date starting : _____)
	(Optional)	\$ _____ (Additional WK#/dates: _____)

**TOTAL SUBMITTED \$ \_\_\_\_\_**

**FOR OFFICE USE ONLY:** Cash/ CC/ HC/ Check# \_\_\_\_\_ Receipt # \_\_\_\_\_ Staff \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## 2017 Summer Recreation Program Fees, Schedule and Policies

**DATES & TIMES:** May 31 – July 21, Monday-Friday. 6:40 a.m. – 5:45 p.m. (CLOSED Mon-Tues, July 3-4)  
**REGISTRATION FEE:** \$10 Non-refundable registration fee applies to all participants.  
**ATTENDANCE FEES:** **\$85 Week/child (M-F, any # of days)** Includes AM & PM snack + field trips/activities.  
**LATE PICK-UP FEE:** \$10 per child for every 15 min. after 5:45p.m. (5:46-6:00 p.m. = \$10, 6:01-6:15 p.m. = \$20, etc)  
**LUNCH/SNACKS:** Parents are responsible for their child's lunch. The program provides a healthy AM & PM snack.  
**DAILY TRIPS:** Begins Monday, June 5. Please see the PARENT INFORMATION SHEET for details.  
Trip and bus schedule is subject to change. **All field trips are optional, except The Cove. ( ALL children must be picked-up AT THE COVE on Fridays, if after 2:00pm. Activities provided for non-swimmers). If you wish for your child to attend the daily trip, please sign-in by 8:00 a.m. & sign the separate "Transportation Release" form each day.**

### PLEASE READ & INITIAL BELOW (at each "X") THE PROGRAM TERMS & CONDITIONS

**X \_\_\_\_\_ FEE PAYMENT** – A \$10 registration fee and the first week's participation fee are due at the time of enrollment. Thereafter, fees for each week are due **PRIOR to the child being signed- in OR dropped-off for that week.** No exceptions. Payments are not accepted at the program sites. No exceptions. I understand weekly attendance fees can be paid on-line, via credit card over the phone or at the OYCC or The Cove during business hours.

**X \_\_\_\_\_ REFUNDS/CREDITS** - The \$85 weekly fee applies to any number of days attended Mon-Fri.. To receive a credit or refund for participation fees paid in advance (for the current week or beyond), notification must be sent to **KidsWORLD@SierraVistaAZ.gov** no later than 1:00 PM Monday of that week (or Tuesday when Monday is a holiday closure) . No Refunds or credits will be given for absences, sickness, or days otherwise missed during the current week of participation (including suspensions). A 15% administrative fee will be charged on any refunds. The program registration fee is non-refundable.

**X \_\_\_\_\_ LATE PICK UP** – The Program ends at 5:45 p.m. late pick-ups will be charged \$10/child for every 15 minutes (5:46 - 6:00 p.m.= \$10, 6:01 - 6:15 p.m. = \$20 etc). **No drop-offs allowed prior to 6:40 a.m.** Multiple late pick-ups may result in a suspension or removal from the program.

**X \_\_\_\_\_ SIGN-IN/OUT**-Attendance is tracked for program purposes; we ask that all participants be signed in/out daily by someone on the program registration form. We cannot restrain participants who choose to leave the program of their own volition.

**X \_\_\_\_\_ BEHAVIOR MANAGEMENT** – We promote a "hands off" approach, so participants MUST be able to respond to verbal direction from staff. Emphasis is placed on each child taking responsibility for their own actions. Participants do not have the right to endanger or interrupt the activity of other children. If a child is ever having trouble with another participant or needs assistance, they should notify a staff member. Behavioral problems will be approached in the following progressive manner:

Verbal warning/Redirection • Time out/Loss of privileges • Immediate pick-up by parent • Short term suspension  
If problems persist, the child may be placed on a long term suspension, or be removed from the program. There is no refund or credit of fees if a participant misses time due to disciplinary measure. Extreme behaviors that put a child, or those around him/her in danger, may accelerate this process. These include, but are not limited to:

Leaving the program/area improperly \*Throwing objects \*Inappropriate physical contact \*Inappropriate language \*Disrespect to staff

**PERSONAL ITEMS** – Please do not send cell phones, electronics, sports equipment and other personal items to the program.

**PHOTOS** - On occasion, the City of Sierra Vista Parks and Leisure Services may take photos of participants enrolled in sponsored programs or activities. These photos are for department use only and may be used in future promotional materials. We cannot control outside sources.

**EMERGENCY CARE** - In the event I cannot be reached in an emergency, I hereby give my permission to employees of Sierra Vista Leisure Services to secure medical care for my child as deemed necessary. I understand 9-1-1 can be used for urgent medical care.

**LIABILITY WAIVER** - As a participant in the above activity, I recognize that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which my child may sustain as a result of participating in any and all activities connected with or associated with such programs. I agree to waive and relinquish all claims I may have as a result of participating in the program against the U.S. Government or City of Sierra Vista, their officers, agents, servants, and employees. I do hereby release and discharge the U.S. Government, City of Sierra Vista and their officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I may have or which may occur to me on account of my participation in the program. I do further agree to indemnify and hold harmless the U.S. Government, City of Sierra Vista and their officers, agents, servants, and employees from any and all claims resulting from injuries, including death, and losses sustained by me and arising out of, connected with, or in any way associated with the activities of the program.

I certify that all the above information is true, will update as applicable and accept full responsibility for payment of all registration, usage, and fees required for my child to attend the Kid's W.O.R.L.D. Summer Recreation, and agree to the terms & conditions herein.

Parent (PRINT): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Parent Information Sheet - Please Read and Retain!

2017 Kid's W.O.R.L.D. Summer Recreation Program: May31 – July 21 (CLOSED Mon-Tues, July3& 4)

\*\*\* E-MAIL > For program needs You can now reach us at: [KidsWORLD@SierraVistaAZ.gov](mailto:KidsWORLD@SierraVistaAZ.gov)

Enrollment is LIMITED and site selection will be filled on a FIRST-COME FIRST-SERVED basis.  
Once enrolled, you are welcome to use that program site as many or as few weeks as needed.

Kid's W.O.R.L.D. is a group-recreation focused program. All participants must be able to interact appropriately in a group environment, follow verbal directions, feed themselves and be fully toilet trained (identify need, facility use, dress self, no pull-ups, etc). If a child is unable to comply with any of these, they may be withdrawn from the program.

**FEES:** \$85/wk/child. A \$10 non-refundable Registration Fee, and the first week's participation fee are due at enrollment.  
**The \$85 weekly participation fee is due PRIOR to the child being signed-in or dropped-off for that week.**

**ON-LINE:** Weekly program fees can now be paid on-line! Please print and show your receipt to the site staff.

**PAYMENT:** Payments are NOT accepted at the program sites. Use any of these (3) convenient options:

- 1) **On-line:** With a Visa, Master Card, Discover or American Express. (After initial registration.)
- 2) **By Phone:** With a credit card, call the OYCC@458-7922 or the Cove@417-4800.
- 3) **In person:** At the OYCC: Mon - Fri 8:00 a.m. - 5:00 p.m.  
The Cove: **Mon 6:30 a.m. – 12 noon**, Tue - Fri 7:30 a.m.-5:30 p.m.( 7/ 4, 1:30-5:30 pm)  
The Cove Weekends, Sat – Sun 9:30 a.m. – 5:30 p.m.

**LATE PICK UP** – The Program ends at 5:45 p.m., late pick-ups will be charged \$10/child for every 15 min. (**5:46-6:00 p.m.= \$10, 6:01-6:15 p.m. = \$20 etc**). **No drop-offs allowed prior to 6:40 a.m.** Multiple late pick-ups, or unpaid fees, may result in a suspension/removal from the program

**REFUNDS/CREDITS-** The \$85 weekly fee applies to any number of days attended Mon-Fri.. To receive a credit or refund for participation fees paid in advance (for the current week or beyond), notification must be sent to [KidsWORLD@SierraVistaAZ.gov](mailto:KidsWORLD@SierraVistaAZ.gov) no later than 1:00 PM Monday of that week (or Tuesday when Monday is a holiday closure) . No Refunds or credits will be given for absences, sickness, or days otherwise missed during the current week of participation (including suspensions). A 15% administrative fee will be charged on any refunds. The program registration fee is non-refundable.

**TRIP SCHEDULE & INFO** – Trip & bus schedule subject to change (The schedule below begins Monday, June 5):

All field trips are optional, except The Cove (activities provided for non-swimmers). Please decide which are appropriate for your child. If attending, please sign-in by 8:00 a.m. and **sign the separate “Transportation Release” form for each off-site trip.**

- |            |   |
|------------|---|
| Monday:    | Movie (w/drink & snack!), selections will be posted at site   |
| Tuesday :  | Bowling/CIBA Climbing on alternate weeks (participants must wear socks)                               |
| Wednesday: | Desert Thunder Gymnastics Studio  |
| Thursday:  | Sierra Vista Library (programs /activities)   |
| Friday:    | Swimming at The Cove ( <b>ALL children must be picked-up AT THE COVE on Fridays, if after 2:00p</b> ) |

**AMERICANS with DISABILITIES ACT (ADA)** - We strive to serve children with disabilities where appropriate. An ADA Request for Accommodation packet is available at the OYCC and should be submitted prior to attending the program.

**MEALS & SNACKS:** Parents must provide a non-refrigerated lunch. The program provides a healthy AM & PM snack.

**PERSONAL ITEMS** – Please do NOT send personal items such as cell phones, electronics, sports equipment etc to the program.

**MEDICATION POLICY:** Medications are not allowed on-site, with the exception of asthma inhalers & Epi-pens. These items must reflect the child's name on the Prescription Label, and be left with the Site Leader. The participant should be able to self-dose.

**SIGN-IN/OUT-**Attendance is tracked for program purposes; we ask that participants be signed in/out daily by someone on the program registration form. We cannot restrain participants who choose to leave the program of their own volition.

**BEHAVIOR MANAGEMENT** –We promote a “hands off” approach, so **participants MUST be able to respond to verbal direction** from staff. Emphasis is placed on each child taking responsibility for their own actions. Participants do not have the right to endanger or interrupt the activity of other children. If a child is ever having trouble with another participant or needs assistance, they should notify a staff member. Behavioral problems will be approached in the following progressive manner:

*Verbal warning/Redirection • Time out/Loss of privileges • Immediate pick-up by parent • Short term suspension*

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*Leaving the program/area improperly\*Throwing objects \*Inappropriate physical contact \*Inappropriate language\*Disrespect to staff*

# REMINDER - Important Payment Information!

Welcome to Kid's W.O.R.L.D. Summer Recreation 2017, we have a lot of great activities planned for your child! To ensure they don't miss any of the fun, here are a few quick reminders that apply to the program use and payment of fees:

\*\*\* NEW E-MAIL > You can now reach us at: [KidsWORLD@SierraVistaAZ.gov](mailto:KidsWORLD@SierraVistaAZ.gov) \*\*\*

**Enrollment is LIMITED and site selection will be on a FIRST-COME basis. Once enrolled, you may use that program site as many or few weeks as needed**

**(A.) The \$85 participation fee is due PRIOR to the child being signed-in or dropped-off for that week.**

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**(B.) Weekly program fees can now be paid on-line!**

Please print and show your e-mail receipt to the site staff.  
Call the OYCC or The Cove staff to set-up your account if needed.

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**(C.) Payments are NOT ACCEPTED at the program SITE.**

Use any of these (3) options at your convenience:

- 1.) **On-line** with Visa /MasterCard /Discover /American Express.
- 2.) **By Phone** with Visa /MasterCard /Discover /American Express.
- 3.) **In person** with Cash / Check / Visa / MasterCard / Discover / American Express

**Staff is available to help as follows (Schedules may change, please call ahead):**

FACILITY	MON.	TUE.-FRI.	SAT.-SUN.
Oscar Yrun Community Center 3020 E. Tacoma St. (520) 458-7922	8 am – 5 pm	8 am – 5 pm	CLOSED
"The Cove" SV Aquatic Center 2900 MLK Jr. Parkway (520) 417-4800	6:30 am - 12 Noon	7:30am-5:30pm (7/4 1:30-5:30p)	9:30am-5:30pm

## REFUNDS/CREDITS:

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