



PLAY AND STAY AFTER CARE

MONDAYS
TO FRIDAYS
3:00-6:00 PM

- School Bus Drop Off at the Rec
- Afternoon Snack Time
- Access to Playground & Aqua Land (when in season)
- Enrichment Wednesday Programs
- Recreation sports, games & activities
- Stars of the Week Program
- Pick Up by 6pm
- Monthly Registration Required at Sign Ups

2023-2024 School Year

Registration open for Grades K - 6th

Newmarket Recreation's After School Play and Stay program is back for the 2023-2024 school year. We are excited to continue to supply the Newmarket community kids with exceptional recreational experiences after school, including our enrichment Wednesdays where students will be able to try new programs like cooking, sports, dance, cartooning, a trip to the library and more!

Our Mission is to RECOgnize and offer recreational experiences which promote feeling happy and healthy, develop a sense of community, and enhance the overall quality of life in Newmarket.

TO REGISTER LOG ONTO

www.newmarketrec.org

Type in Play & Stay under programs

CONTACT US:

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*To learn more, visit us
at www.newmarketrec.org*



Play and Stay After School Program 2023-2024

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Our Mission is to RECOgnize and offer recreational experiences which promote feeling happy and healthy, develop a sense of community, and enhance the overall quality of life in Newmarket.

Our Value statements are: Lead with Heart, Play with Passion, Explore Personal Growth, We RECOgnize You!

REGISTRATION

This year the Play and Stay program again will require families to sign up one month at a time. How this will work is the family will register their child for a single day per week or multiple day per week option like 1 day/week, 2 days/week, 3 days/week, 4 days/week or 5 days/week for the month. Within the registration they will write what days each week they are signing up for.

It is important to note that when you register you are committing to these days and the amount of days per week. If there are any changes that need to be made the parent must notify us by 3 pm the previous day and the Rec team will do our best make the accommodation happen. We staff our program based on the registration numbers and that is why the no refund policy is in place this year.

If you forget to register or your plans change on the day of the program we will only accept the participant if we have space that day.

PLEASE NOTE: Communication is key at the Rec, so please call and email with any and all questions you may have. It is extremely important that we have updated contact information for each participants Parent/Guardian, this includes phone numbers and emails. If we are unable to reach you, it is extremely important to supply us with a contact person as a back-up.

ATTENDANCE

The program hours for the Play and Stay program is 3:00-6:00 pm Monday through Friday. Please notify the Rec Department if your child will be absent from the program!

PROGRAM CLOSINGS, HOLIDAYS AND OPTIONAL SCHOOL VACATION WEEKS

As the Rec Department is working year round to develop and prepare for other programs and events some of the days that the Play and Stay program does not run, the Rec staff will be preparing, training and utilizing the time to advance the quality of our programs as well as serve our community through events and other specialized program. Newmarket Recreation also follows the town holiday schedule, so on these days the department will be closed and the staff will be off.

The Rec Department typically offers care for February and April Vacation weeks and from year to year the amount of days the program is offered varies. Vacation weeks will be released in advanced so families will be able choose to sign up for a variety of day options. The program capacity will be limited certain days, if the program is scheduled to go on a field trip. During these weeks we ask that you provide your child with a healthy and full lunch, a reusable water bottle, weather appropriate clothes as well as a change of clothes.

PAYMENT POLICIES

- Registration and tuition must be paid prior to the first day of the month's Play and Stay program.
- Tuition must be up to date, if you are utilizing the drop in care program. Payment for drop in care is expected on the day you utilize the drop in care.
- Payment for the Play and Stay program are accepted in the form of Cash, Check, Credit Card or you may pay online through the online registration system.
- If payment is not received for the monthly program, an overdue notice will be sent.
- Households MUST be in good standing with the REC before participants can be registered for the following school year.
- Children enrolled in the program that are not in attendance and miss days during the week due to illness or other reasons must still pay for the entire week, there are no credits or refunds for any missed days.

LATE PICK UP FEE

As our program ends at 6:00 PM, all parents/guardians are expected to pick up their child/ren by then. If you are unable to do so, it is your responsibility to notify the Recreation Department. This rule is strictly enforced as we schedule our staff accordingly and respect the amount of time they spend at the Rec Center.

If a family is late there will be a first warning – however after that an automatic \$5.00 fee will be charged for any pick up after 6:00 pm and an additional \$1/minute for every minute after 6:05pm. While we appreciate families calling ahead of time to let us know that they will be late, the late pick up fee and policies still apply. A Late Pick-up form will need to be signed and the payment for the late pick up will be due by the pick-up person upon arrival.

SNACKS/WATER

Each day when the participants arrive at the Rec Center we have a sit down, relaxing snack time. After school some participants are with us for up to 3 hours so it was very important you are packing additional snacks for your child as well as a reusable water bottle. Many times participants will come up to a staff member and let them know that they ate all their food at school but are still extremely hungry. Please have a conversation with them regarding this topic to help eliminate this issue.

ADDITIONAL INFORMATION

Participants are not permitted to bring any items such as Nintendo's, gaming systems, cell phones, Pokémon cards, trading cards, etc. If they choose to bring it to school, they must keep the items in their backpacks during the after school program. The Recreation Department is not responsible for lost belongings and toys.

Please label all clothes, water bottles, and lunch boxes to help the kids and staff keep track of all their belongings. During the winter we have outdoor activities, so please pack your child with proper winter clothing.

STARS OF THE WEEK

Each week of the Play and Stay program 4 participants will be selected who exude our value statements. (Lead with Heart, Play with Passion, Explore Personal Growth and We RECognize You!) On Fridays the After Care staff will announce to the group who was selected and what awesome things they did that week. The stars names will then be put on our bulletin board for the next week! The Rec staff have so much fun getting to know the kids and promoting their positive behaviors each week.

NEWMARKET RECREATION PLAY AND STAY REGISTRATION FORM

Child's Name: _____ AGE: _____
CHILD'S BIRTHDATE: _____ GENDER: M F Prefer not to answer
PARENT 1 NAME: _____ HOME PHONE: _____
ADDRESS: _____ CELL PHONE: _____
EMPLOYER: _____ WORK PHONE: _____
PARENT 2 NAME: _____ HOME PHONE: _____
ADDRESS: _____ CELL PHONE: _____
EMPLOYER: _____ WORK PHONE: _____
EMAIL ADDRESS (to receive important reminders/communication): _____

CHILD RESIDES WITH: MOTHER FATHER BOTH OTHER: (see below)

ADDITIONAL CONTACTS IF A PARENT/GUARDIAN CAN NOT BE REACHED IN CASE OF EMERGENCY and/or IS AUTHORIZED TO PICK UP YOUR CHILD FROM PLAY AND STAY:

- 1) _____ Hm/Wk Ph #'s: _____ Relationship: _____
- 2) _____ Hm/Wk Ph #'s: _____ Relationship: _____
- 3) _____ Hm/Wk Ph #'s: _____ Relationship: _____
- 4) _____ Hm/Wk Ph #'s: _____ Relationship: _____
- 5) _____ Hm/Wk Ph #'s: _____ Relationship: _____

MEDICAL INFORMATION: All Medical and Allergy information is to be listed

IS THERE ANY OTHER PERTINENT INFORMATION YOU FEEL WE SHOULD KNOW ABOUT YOUR CHILD?

Y N (Medical issues, emotional problems, social problems, mental health issues, etc.)

IF YES, PLEASE EXPLAIN (all information written will be kept confidential and only the following will be explained to the teacher):

PARENT / GUARDIAN SIGNATURE: _____ DATE: _____

****This signature confirms agreement to ALL details in the Play and Stay Parent Packet. ****

Newmarket Recreation Department

Behavior Management Policy

Parent/Guardian and participating child must read, understand and sign this form.

Discipline will be constructive in nature and include techniques such as:

1. Using limits that are fair, consistently applied, appropriate and understandable to your child's level
2. Providing your child with reasons for limits
3. Giving positively worded directions and redirecting your child to acceptable behaviors
4. Helping your child to constructively express his/her feelings and frustrations to resolve conflict

Verbal Warning – First Time Offense

- Breaking Program Rules
- Breaking Playground Rules
- Inappropriate Language

Write Up Parent Notification

- Careless Damage to Rec Property
- Cursing
- Found Out of Program Boundaries
- Disrespect to Staff

Write Up – Parents Notified (Possible 2 Day Suspension)

- Bullying (Physical or Verbal)
- Physical Fighting
- Physically Harming Another Person
- Willful Destruction of Property
- Stealing

Behavior that is not tolerated – Write Up, Parents Notified, Suspension & Possible Expulsion

- The use of Drugs and/or Alcohol
- Possession of a Weapon
- Verbally Threaten to Use Guns, Knives or Any Weapon to Harm Another

Bullying: Bullying includes a wide variety of behaviors, but all involve a person or a group repeatedly trying to harm someone who is weaker or more vulnerable. It can involve direct attacks (such as hitting, threatening, or intimidating, malicious teasing and taunting, name-calling, making sexual remarks, hazing and stealing or damaging belongings) or more subtle indirect attacks (such as spreading rumors or encouraging others to reject or exclude someone).

Physically harming another person: includes but not limited to – hitting, biting, kicking & slapping

Breaking program rules: includes but not limited to defiance, uncooperativeness, insubordination, unruliness

I have read and understand the above policy. I assume the responsibility for insuring that my child is aware of this policy and the consequences of his/her actions should there be any such offenses.

Please understand the Newmarket Recreation team reserves the right to use their discretion in behavioral decisions including write ups, suspensions, and dismissals from the program.

Parent/Guardian Signature:	Date:
Participant Name:	Age:
Participant Signature:	Date: