



May 1, 2019

Dear Summer P.A.R.K. Parents:

Thank you for enrolling your child(ren) in the 2019 Summer P.A.R.K. program! We have been busy planning a safe, fun and enriching program for your child(ren). For your convenience, we have provided the **Summer P.A.R.K. Parent Handbook, Parent Agreement Form, Summer Emergency Medical Form, Tuition Payment Slips, Field Trip Schedule, Field Trip Permission Slips and Waivers** and the **Walking Field Trip Permission Slip**. Upon reviewing the program information, sign, print and return the required paperwork to the Parks and Recreation Department by Friday, May 17. If you have any questions or concerns about Summer P.A.R.K., please call the Parks and Recreation Office at 614-277-3050.

Summer P.A.R.K. Parent Handbook and Parent Agreement Form

The Summer P.A.R.K. Parent Handbook is intended to be a resource for you while your child(ren) are enrolled in the program. In order for you to better understand the philosophy, policies and procedures of the program, please review the handbook and keep it for reference. **The Parent Agreement Form must be printed, signed and submitted to the Parks and Recreation Department by Friday, May 17.**

Summer Emergency Medical Form

We require a new Emergency Medical Form to be completed prior to each P.A.R.K. season. Each child must have his/her own form. **The Emergency Medical Form must be filled out completely, printed and submitted to the Parks and Recreation Department by Friday, May 17.**

Tuition Payment Slips

Please review the Tuition Payment Slips to become familiar with the payment installments. **The first payment installment of \$296 is due Friday, May 17** and must be accompanied by the appropriate Tuition Payment Slip. In order to assure uninterrupted care for your child(ren), all payments must be received by the required dates.

Field Trip Schedule, Permission Slips and Waiver Forms

Provided is a schedule of field trips that your child(ren) will attend during program hours. Detailed information about each field trip is posted at the site prior to each trip. Children are transported by bus and staff attend the scheduled trips with the children. **All field trip permission slips and waiver forms must be printed, signed and submitted by Friday, May 17.**

Walking Field Trip Permission Slip

On occasion, the P.A.R.K. staff may take the child(ren) on a walking field trip, such as to a local park, the library or to get ice cream. If a walking field trip should occur, the staff will inform you in advance of the location and route taken. **All walking field trip permission slips must be signed, printed and submitted by Friday, May 17.**

Information pertaining to the Big Splash Family Aquatic Center

Children take weekly swimming trips to the Big Splash. All children are given a swim test on the first scheduled trip. Each child is required to wear a green or orange wristband that designates appropriate swimming areas based on that child's swimming ability. If your child takes swim lessons during the summer, he/she may be allowed to re-take the swimming test. Children are required to bring their own non-aerosol sunscreen. P.A.R.K. staff will encourage and help your child apply sunscreen through the day.

Parent Checklist:

All paperwork and the first payment installment is due Friday, May 17:

- Parent Agreement Form
- Summer Emergency Medical Form
- Field Trip Permission Slips
- Field Trip Waiver Forms
- Walking Field Trip Permission Slip
- Tuition payment of \$296 with the appropriate Tuition Payment Slip

All paperwork and payments may be (1) left in the secured Grove City Parks and Recreation drop box, the silver box located on the parking-lot side of the Kingston Center, 3226 Kingston Ave.; (2) dropped off during business hours, Monday through Friday, 8 a.m. to 5 p.m., in the Parks and Recreation Office at the Kingston Center; or (3) mailed to Grove City Parks and Recreation Department, 3226 Kingston Ave., Grove City, OH 43123.

Again, thank you for choosing the Summer P.A.R.K. program to meet your childcare needs. We look forward to working with your child(ren) and family this summer.

If you have any questions, please call the Parks and Recreation Department at 614-277-3050.

Sincerely,

Megan Williams

Amanda Gehres

Megan Williams & Amanda Gehres
Recreation Supervisors, P.A.R.K. & Youth Programs

2019 SUMMER P.A.R.K. TUITION

Days of Operation

The 2019 Summer P.A.R.K. program operates Monday through Friday, 7 a.m. to 6 p.m., Monday, June 10 through Friday, Aug. 9.

The program does not operate Thursday, July 4 or Friday, July 5 for the Independence Day holiday.

Payment Due Dates

The 2019 Summer P.A.R.K. tuition schedule is as follows:

- At registration: \$100 non-refundable fee
- Friday, May 17: \$296
- Friday, June 7: \$296
- Friday, June 28: \$296
- Friday, July 19: \$296

Any payment not received by the deadline may result in your child being dropped from the program.

Methods of Payment

Payments may be made in cash, by credit card (VISA or MasterCard only) or by check made payable to the City of Grove City.

Payment Options

1. By Mail:

Grove City Parks and Recreation
Kingston Center, 3226 Kingston Ave.
Grove City, OH 43123

2. In Person:

Parks and Recreation office in the Kingston Center, 3226 Kingston Ave.,
during business hours: Monday-Friday, 8 a.m.-5 p.m.

3. After-hours Drop Box:

Silver box with a Parks and Recreation logo is on the parking-lot side of the Kingston Center near the main entrance. Drop-box payments are processed the next day.

4. Over the Phone:

By credit card (VISA or MasterCard) only

5. Online:

Visit <http://bit.ly/gcpReg> and search for "PARK." Before registering for any program online, you must contact the Parks and Recreation office to establish an online ID with username and password. If you previously have registered online for other Grove City programs, use that information.

2019 SUMMER P.A.R.K. PARENT AGREEMENT

Please sign the following form and return to The City of Grove City, Parks and Recreation Department prior to the first date of the program.

- I received a Parent Handbook, which contains information on Summer P.A.R.K. policies and procedures. I/we agree to read the Parent Handbook and to abide by the requirements listed below as well as all rules set forth in the Parent Handbook. In return, the Summer P.A.R.K. staff agrees to provide care for my/our child/children, which meets the philosophy and goals of the program.

I, the parent of _____ agree to:

CHILD'S NAME

1. Enroll my child(ren) for the entire 2019 Summer P.A.R.K. season.
2. Complete all the forms necessary for the program before my child(ren) can attend the program.
3. Make regular payments according to the tuition payment schedule. The first payment will be made on or before attendance in the program.
4. Pay a \$25 processing fee for any returned check. If a check is returned a second time, I will make further payments by cash or money order.
5. Sign my child(ren) in and out on the daily sign in and out sheet and arrive no later than 6 p.m. to pick up my child(ren). I understand that a late fee will be charged to me by the recreation supervisors. In the event of three late pickups, my child(ren) may be dismissed from the program.
6. Inform the P.A.R.K. leaders in writing, in person or by phone of the days my child(ren) may not be in attendance, no matter the reason for the absence.
7. Notify the recreation supervisors and program site staff of any changes in my registration information (i.e., address, phone numbers, place of employment, etc.).

I understand that:

1. Summer P.A.R.K. is in session for nine weeks beginning Monday, June 10 and ending Friday, Aug. 10, Monday through Friday, 7 a.m. to 6 p.m. **Summer P.A.R.K. is not in session Thursday, July 4 or Friday, July 5.**
2. The registration fee is non-refundable.
3. I may be asked to withdraw my child in the event our tuition payments are not on time according to the tuition schedule.
4. I will be required to attend a conference with the staff in the event of a serious discipline problem with my child(ren).
5. I will be asked to provide input (in person or in writing) that will help the staff to know and serve my child(ren) better.
6. Images of P.A.R.K. program participants may be captured periodically and appear in newspapers or other publications unless I inform the Recreation Supervisors of my objection in writing.

PARENT/GUARDIAN SIGNATURE

DATE

PARENT/GUARDIAN SIGNATURE

DATE



SUMMER P.A.R.K. PROGRAM EMERGENCY MEDICAL INFORMATION

Completed form must be submitted before entering the program.

PARTICIPANT INFORMATION

DATE OF ADMISSION		P.A.R.K. SITE <input type="checkbox"/> Richard Avenue <input type="checkbox"/> Highland Park		
CHILD'S LAST NAME		FIRST NAME		MI
HOME ADDRESS		CITY	STATE	ZIP
BIRTH DATE (MM/DD/YYYY)	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female	HIGHEST GRADE COMPLETED <input type="checkbox"/> K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		

PARENT/GUARDIAN INFORMATION

PARENT/GUARDIAN LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	EMAIL		
HOME ADDRESS		CITY	STATE	ZIP
EMPLOYER				WORK PHONE
EMPLOYER ADDRESS		CITY	STATE	ZIP
ADDITIONAL NUMBERS WHERE GUARDIAN CAN BE REACHED				

PARENT/GUARDIAN LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	EMAIL		
HOME ADDRESS		CITY	STATE	ZIP
EMPLOYER				WORK PHONE
EMPLOYER ADDRESS		CITY	STATE	ZIP
ADDITIONAL NUMBERS WHERE GUARDIAN CAN BE REACHED				

EMERGENCY CONTACT INFORMATION

Emergency contact persons and persons who are authorized to pick the child up. These people must be local and able to reach the site within 30 minutes. If additional space is needed, please attach a separate sheet of paper with the information. Parents/guardians are always called first in case of emergency; emergency contacts are utilized if parents cannot be reached.

CONTACT LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	ADDRESS		
CONTACT LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	ADDRESS		
CONTACT LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	ADDRESS		
CONTACT LAST NAME		FIRST NAME		RELATIONSHIP TO CHILD
DAYTIME PHONE	CELL/OTHER PHONE	ADDRESS		

MEDICAL PROVIDER/TRANSPORT:

PREFERRED MEDICAL PROVIDER INFORMATION

MEDICAL CLINIC/OFFICE NAME	PHYSICIAN	PHONE	
FACILITY ADDRESS	CITY	STATE	ZIP
DENTAL CLINIC/OFFICE NAME	DENTIST	PHONE	
FACILITY ADDRESS	CITY	STATE	ZIP

COMPLETE PART I OR PART II. DO NOT COMPLETE BOTH.

PART I: PERMISSION TO TRANSPORT CHILD

I give _____ my permission to transport

CHILD CARE FACILITY

my child,

NAME OF CHILD

to

HOSPITAL/CLINIC

for emergency medical care

or to

DENTIST/CLINIC

for emergency dental care

or to the nearest available source of assistance.

PARENT/GUARDIAN SIGNATURE

DATE

PART II: REFUSAL TO GRANT PERMISSION TO TRANSPORT CHILD

I do **not** give _____ my permission to transport my

CHILD CARE FACILITY

child,

NAME OF CHILD

for emergency medical or dental

care. In the event of an illness or injury which requires emergency medical or dental treatment, I want the childcare facility to take the following actions:

PARENT/GUARDIAN SIGNATURE

DATE

HEALTH RECORD:

- 1. List all allergies and any special precautions and treatment indicated for these allergies (e.g. medications required or foods or environmental modifications).

This does not apply to my child.

- 2. List medications, food supplements, modified diets or fluoride supplements currently being administered to the child.

This does not apply to my child.

- 3. List any chronic physical problems and any history of hospitalization.

This does not apply to my child.

- 4. List any diseases the child has had.

This does not apply to my child.

- 5. List any information that might be important for P.A.R.K. staff to know regarding your child.

SUMMER P.A.R.K. TUITION PAYMENT SLIPS

Include with payment by indicated due date to the Parks and Recreation Department.

2019 SUMMER P.A.R.K.

PAYMENT 4 | \$296 DUE FRIDAY, JULY 19

NAME OF CHILD

SITE

Richard Avenue Highland Park

NAME OF PARENT

METHOD OF PAYMENT

- Cash Check (Make payable to: City of Grove City)
 Credit Card: VISA MasterCard

ACCOUNT NUMBER

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SECURITY CODE

--	--	--

EXP. DATE

--	--	--	--

Remember
to register for school-year
P.A.R.K.

2019 SUMMER P.A.R.K.

PAYMENT 3 | \$296 DUE FRIDAY, JUNE 28

NAME OF CHILD

SITE

Richard Avenue Highland Park

NAME OF PARENT

METHOD OF PAYMENT

- Cash Check (Make payable to: City of Grove City)
 Credit Card: VISA MasterCard

ACCOUNT NUMBER

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SECURITY CODE

--	--	--

EXP. DATE

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Send a water bottle with
your child every day!

2019 SUMMER P.A.R.K.

PAYMENT 2 | \$296 DUE FRIDAY, JUNE 7

NAME OF CHILD

SITE

Richard Avenue Highland Park

NAME OF PARENT

METHOD OF PAYMENT

- Cash Check (Make payable to: City of Grove City)
 Credit Card: VISA MasterCard

ACCOUNT NUMBER

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SECURITY CODE

--	--	--

EXP. DATE

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No Summer
P.A.R.K.
Weds., July 4 &
Thurs., July 5

2019 SUMMER P.A.R.K.

PAYMENT 1 | \$296 DUE FRIDAY, MAY 17

NAME OF CHILD

SITE

Richard Avenue Highland Park

NAME OF PARENT

METHOD OF PAYMENT

- Cash Check (Make payable to: City of Grove City)
 Credit Card: VISA MasterCard

ACCOUNT NUMBER

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SECURITY CODE

--	--	--

EXP. DATE

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Summer P.A.R.K. Starts
Monday, June 10

Richard Avenue SUMMER P.A.R.K. 2019 FIELD TRIP SCHEDULE

On scheduled field trip days, please bring a packed lunch or snacks in a disposable bag, water bottle, comfortable shoes and sunscreen! Pack a bathing suit for Big Splash days. If you have additional questions, ask your Summer P.A.R.K. leaders.

Please note: All field trip costs are included in Summer P.A.R.K. tuition fees. **Field trips are designed to be self-sufficient with no additional costs for the parent(s). We do not permit any participant to bring money to any scheduled field trip.** The P.A.R.K. staff determines in advance if the participants should bring their snacks on a field trip. Water is always available at all locations.

Please **complete, sign and date** each permission slip on the next page and **submit** to the Parks and Recreation Department **by Friday, May 17** in order for your child to attend the scheduled summer P.A.R.K. field trips! Scheduled on-site field trips do not need permission slips to participate unless otherwise noted.

DATE	FIELD TRIP/PROGRAM	TYPE	DEPARTURE	RETURN
Tue., June 18	Big Splash (Swim Test)	Walk	1:15 p.m.	5:00 p.m.
Fri., June 21	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Tue., June 25	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Fri., June 28	Franklin Park Conservatory	Bus	1:30 p.m.	4:30 p.m.
Tue., July 2	Groveport Aquatic Center	Bus	1:15 p.m.	5:00 p.m.
Mon. July 8	SWACO	Bus	1:45 p.m.	4:45 p.m.
Tue., July 9	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Fri., July 12	SuperGames	Bus	1:00 p.m.	4:30 p.m.
Tue., July 16	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Fri., July 19	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Tue., July 23	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Fri., July 26	Blacklick Woods Metro Park	Bus	1:00 p.m.	4:30 p.m.
Tue., July 30	Big Splash	Walk	1:15 p.m.	5:00 p.m.
Fri., Aug 2	Groveport Aquatic Center	Bus	1:15 p.m.	5:00 p.m.
Tue., Aug 6	Lazer Kraze	Bus	12:45 p.m.	5:00 p.m.

RICHARD AVENUE FIELD TRIP PERMISSION SLIPS

Return Completed Forms to the Parks and Recreation Department by Friday, May 17.

RICHARD AVENUE FIELD TRIP PERMISSION: **WALKING FIELD TRIPS**

My child, _____
CHILD'S NAME CHILD'S DATE OF BIRTH

has my permission to accompany the P.A.R.K. program on any field trip within walking distance of the P.A.R.K. site where the program is being held. I understand that this consent applies to walking distance trips only and that I will be informed ahead of time.

PARENT/GUARDIAN SIGNATURE DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **THE BIG SPLASH**

My child, _____
CHILD'S NAME CHILD'S DATE OF BIRTH

has my permission to go to **The Big Splash Family Aquatic Center** on the following dates (Tuesdays and Fridays): **June 18, 21, 25; July 9, 16, 19, 23 & 30**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

As of today, my child is a Swimmer Non-swimmer

PARENT/GUARDIAN SIGNATURE DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **FRANKLIN PARK CONSERVATORY**

My child, _____
CHILD'S NAME CHILD'S DATE OF BIRTH

has my permission to go to **Franklin Park Conservatory** on **Friday, June 28**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **GROVEPORT AQUATIC CENTER**

My child, _____
CHILD'S NAME CHILD'S DATE OF BIRTH

has my permission to go to **Groveport Aquatic Center** on **Tuesday, July 2**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE DATE

RICHARD AVENUE FIELD TRIP PERMISSION SLIPS

Return Completed Forms to the Parks and Recreation Department by Friday, May 17.

RICHARD AVENUE FIELD TRIP PERMISSION: **SWACO**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **SWACO** on **Monday, July 8**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **SUPERGAMES**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **SuperGames** on **Friday, July 12**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

This field trip requires completion of an additional waiver from SuperGames (included in packet).

PARENT/GUARDIAN SIGNATURE

DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **BLACKLICK WOODS METRO PARK**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **Blacklick Woods Metro Park** on **Friday, July 26**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **GROVEPORT AQUATIC CENTER**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **Groveport Aquatics Center** on **Friday, Aug. 2**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

RICHARD AVENUE FIELD TRIP PERMISSION: **LAZER CRAZE**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **Lazer Craze** on **Tuesday, Aug. 6**. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE



Dear Parents/Guardians:

As a participant in Grove City Parks and Recreation P.A.R.K. and Youth Programs, your child has a unique opportunity to participate in an exciting field trip experience without ever leaving the school! During the program, presented by Class2Trail, your child will become a scientist in training and participate in hands-on activities and games on their own P.A.R.K. school campus. A description of the program is provided below.

Digging Into Science

Participants will play the role of geologist as they learn about how Earth’s processes shaped our unique geologic history. They will conduct exciting excavations by digging and sifting through a gravel matrix to discover hidden gems. Participants will discover crystals, rubies, turquoise, sapphires and more during this amazing adventure! Each geologist will curate their gems and take them home to share with friends and family. Participants should wear clothing that can get wet and muddy—gem digging is fun, but dirty business!

Program dates: Highland Park on July 16, 2019 and Richard Avenue on July 17, 2019.

**Please bring an empty egg carton, on the day of your program, to curate and store your gems.*

Please place a check mark next to the statement that applies

Yes, I want my child to participate in Digging Into Science!

No, I do not want my child to participate in Digging Into Science!

CHILD'S NAME: _____

Release from Liability

I agree to direct my son/daughter/ward to comply with all P.A.R.K. and Class2Trail, Inc. policies and cooperate with all authorized personnel in charge of conducting this field study program. By signing this Agreement, I hereby release and discharge CLASS2TRAIL, INC. and its agents and employees from and against any and all liability arising from my participation in the field study.

Photo Release

I hereby authorize and give full consent to Class2Trail, Inc. to copyright or publish all photographs taken by them in which my son/daughter/ward appears. I further agree that they may use these photographs for all exhibitions, public displays, publications, and advertising purposes.

Date: _____

Parent/Guardian Signature

