



GROVE CITY PARKS & RECREATION DEPARTMENT

614-277-3050 • 3226 Kingston Ave., Grove City, OH 43123
Parks.GroveCityOhio.gov • facebook.com/GroveCityParks • instagram.com/GroveCityParks • twitter.com/GroveCityOhio



May 9, 2023

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

Thank you for enrolling your child(ren) in the 2023 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 and Walking Field Trip Permission Slip**. Upon reviewing the program information, sign, print and return the required paperwork to the Parks and Recreation Department by Monday, May 15. 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 Monday, May 15.**

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 Monday, May 15.**

Tuition Payment Installments

Please review the tuition information to become familiar with the payment process. **The first payment installment of \$530 is due Monday, May 15** and can be paid through the CivicRec system or in person in the Kingston Center. 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 Waivers

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 waivers must be signed, printed and submitted by Monday, May 15.**

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 Monday, May 15.**

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 your child to apply sunscreen through the day.

Parent Checklist:

All paperwork and the first payment installment is due Monday, May 15:

- ⑨ Parent Agreement Form
- ⑨ Summer Emergency Medical Form
- ⑨ Walking Field Trip Permission Slip
- ⑨ Tuition payment of \$530

Submit completed paperwork to:

- (1) Hard copy left in the Grove City Parks and Recreation drop box behind the Kingston Center.
- (2) Hard copy mailed to Grove City Parks and Recreation.
- (3) By email as a **pdf only** to parks@GroveCityOhio.gov.

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 Seese

Recreation Supervisor, P.A.R.K. & Youth Programs

2023 Summer P.A.R.K. Tuition

Days of Operation

Summer P.A.R.K. operates Monday through Friday, 7 a.m. to 6 p.m., Monday, June 12 through Friday, Aug. 11.

The program does not operate Monday, June 19, Monday, July 3 or Tuesday, July 4.

Payment Due Dates

The 2023 Summer P.A.R.K. tuition schedule is as follows:

- At registration: \$100 non-refundable fee
- Monday, May 15: \$530
- Thursday, June 15: \$530
- Saturday, July 15: \$530

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, MasterCard, Discover or American Express only) or by check or money order made payable to the City of Grove City.

Payment Options

1. By mail (check or money order only):
Grove City Parks and Recreation
Kingston Center, 3226 Kingston Ave.
Grove City, OH 43123
2. After-hours drop box (check or money order only):
Silver box with a Parks and Recreation logo on the parking-lot side of the Kingston Center under the awning (halfway down the rear lot). Drop-box payments are processed the next day.
3. Online (credit card only):
Use your CivicRec account at bit.ly/gcpReg. Select "P.A.R.K." from the top menu or search using "P.A.R.K." as a key word. Choose the appropriate site and pay using a VISA, MasterCard, Discover or American Express credit card.
4. In person (cash, check, money order or credit card):
Stop in the Parks and Recreation Office in the Kingston Center, 3226 Kingston Ave., during business hours, Monday through Friday, 8 a.m. to 5 p.m.

2023 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.

- ⑨ 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 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 12 and ending Friday, Aug. 11, Monday through Friday, 7 a.m. to 6 p.m. **Summer P.A.R.K. is not in session Monday, June 19, Monday, July 3 or Tuesday, July 4.**
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. participants may be captured periodically and appear in news or promotion pieces, print and electronic, unless I inform the recreation supervisor 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="radio"/> Highland Park <input type="radio"/> Monterey		
CHILD'S LAST NAME		FIRST NAME		MI
HOME ADDRESS		CITY	STATE	ZIP
BIRTH DATE (MM/DD/YYYY)	GENDER <input type="radio"/> Male <input type="radio"/> Female	HIGHEST GRADE COMPLETED <input type="radio"/> K <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 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.

⑨ PART I: PERMISSION TO TRANSPORT CHILD

I give _____ my permission to transport

CHILD CARE FACILITY

my child,

NAME OF CHILD

to _____ for emergency medical care

HOSPITAL/CLINIC

or to _____ for emergency dental care

DENTIST/CLINIC

or to the nearest available source of assistance.

PARENT/GUARDIAN SIGNATURE

DATE

⑨ PART II: REFUSAL TO GRANT PERMISSION TO TRANSPORT CHILD

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

CHILD CARE FACILITY

child, _____ for emergency medical or dental

NAME OF CHILD

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.

HIGHLAND PARK SUMMER P.A.R.K.

2023 FIELD TRIP SCHEDULE

On scheduled field trip days, please bring a packed lunch or snacks in a disposable bag, water bottle, athletic shoes and sunscreen! Pack a bathing suit and towel 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.

Please **complete, sign and date** each permission slip on the next page and **submit** to the Parks and Recreation Department **by Monday, May 15** 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 / START	RETURN / END
Thu., June 15	AMF Stardust Lanes	Bus	1:15 p.m.	3:30 p.m.
Wed., June 21	Big Splash (Swim Test)	Bus	1:15 p.m.	5 p.m.
Mon., June 26	Olentangy Caverns	Bus	1:15 p.m.	4:30 p.m.
Wed, June 28	Big Splash	Bus	1:15 p.m.	5 p.m.
Thu., June 29	Cooking Caravan - Chef Battles	On site	1 p.m.	2 p.m.
Wed., July 5	Big Splash	Bus	1:15 p.m.	5 p.m.
Mon., July 10	Big Splash	Bus	1:15 p.m.	5 p.m.
Wed., July 12	Big Splash	Bus	1:15 p.m.	5 p.m.
Thu., July 13	Talewise	On site	10 a.m.	10:45 a.m.
Wed., July 19	Big Splash	Bus	1:15 p.m.	5 p.m.
Thu., July 20	Space Painter	On site	10 a.m.	11:20 a.m.
Mon., July 24	Big Splash	Bus	1:15 p.m.	5 p.m.
Tue., July 25	Scioto Grove Metro Park	Bus	1:15 p.m.	5 p.m.
Wed., July 26	Big Splash	Bus	1:15 p.m.	5 p.m.
Mon., July 31	Big Splash	Bus	1:15 p.m.	5 p.m.
Wed., Aug 2	Big Splash	Bus	1:15 p.m.	5 p.m.
Thu., Aug 3	Farm To You	On site	9 a.m.	11 a.m.
Mon., Aug 7	Big Splash	Bus	1:15 p.m.	5 p.m.
Thu., Aug. 10	Bubble Truck	On site	10:30 a.m.	11:30 a.m.

HIGHLAND PARK FIELD TRIP PERMISSION SLIPS

Return Completed Forms to the Parks and Recreation Department by Monday, May 15.

HIGHLAND PARK 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

HIGHLAND PARK 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:

- Wed., June 21
- Wed., July 5
- Wed., July 19
- Mon., July 31
- Wed., June 28
- Mon., July 10
- Mon., July 24
- Wed., Aug 2
- Wed., July 12
- Wed., July 26
- Mon., Aug 7

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

HIGHLAND PARK FIELD TRIP PERMISSION: **ON-SITE PROGRAMMING**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to participate in on-site programming provided by contracted instructors. I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

HIGHLAND PARK FIELD TRIP PERMISSION SLIPS

Return Completed Forms to the Parks and Recreation Department by Monday, May 15.

HIGHLAND PARK FIELD TRIP PERMISSION: **AMF STARDUST LANES**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **AMF Stardust Lanes Thursday, June 15.**

I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

HIGHLAND PARK FIELD TRIP PERMISSION: **OLENTANGY CAVERNS**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **Olentangy Caverns Monday, June 26.**

I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

HIGHLAND PARK FIELD TRIP PERMISSION: **SCIOTO GROVE METROPARK**

My child,

CHILD'S NAME

CHILD'S DATE OF BIRTH

has my permission to go to **Scioto Grove Metro Park Tuesday, July 25.**

I understand my child is required to follow the instructions of the P.A.R.K. staff.

PARENT/GUARDIAN SIGNATURE

DATE

