



# 2024 Plymouth Recreation West Elementary Half Day Playground

Plymouth Rec. Office Hours: Mon, Wed, Thurs 7:30a-4:00p  
Tues 7:30a-6:30p, Fri 7:30a-12:00p

June 17th, 2024

## OUR STAFF

- Catherine Calabro  
*West Supervisor*
- Maggie Ladd  
*West CIT Supervisor*
- There are 2 permanent staff at each activity.
  - Our staff are CPR/FIRST AID certified and CORI/SORI checked.

## CONTACT INFO:

West phone: 774-283-3248

Email:

ccalabro@plymouth.ma.gov

## Dear Parent/Guardian:

Summer is here! Thank you for registering your child in the West Elementary Half Day Playground Program. This popular program allows us to offer your child the opportunity to participate in many different sports, activities, arts and crafts, and group play in a fun and exciting environment. All of our staff are extremely excited to be working with your child this summer. Please read our newsletter for important information about the program. You should also review this information with your child so they are prepared for what their program experience will be like. If you have any questions, comments, or concerns, please feel free to contact us, otherwise we'll see you all at West!!



-Sam Botelho-

-Recreation Program Supervisor-

508-747-1620 x.10196

sbotelho@plymouth-ma.gov

## INCLEMENT WEATHER

- Before heading to West, check our **Weather Hotline: 508-747-1620 x.10321** or website: **www.plymouthrec.com** (update will be on by 8:15am)

- In the event of soaking rain that causes fields and courts to become unsafe, the half day program will not run.

- In case of thunder & lightning, program will end immediately.

- Once at West, if it starts to rain steadily enough to create unsafe conditions **you must come pick up your child**. Please watch the weather on days it could rain and check for updates on the weather hotline, plymouthrec.com website or Facebook page.

Fun in the Sun 



## IN CASE OF EMERGENCY

(such as being late to pick up or picking up early)  
contact the West emergency cell phone: **774-283-3248** and speak with Catherine Calabro.



## WEST SCHEDULE

**Monday June 24th - Friday August 9th (No Program Thursday July 4th)**

**9:00-9:10AM:** Children will meet by the basketball courts and choose where to start the day.

**9:10-10:00AM:** Activity 1: see choices below

**10:05-10:50AM:** Activity 2: see choices below

**10:50-11:00AM:** Snack/water break before moving on to their last activity

**11:00-11:50AM:** Activity 3: see choices below

**11:50AM-12:00PM:** Pack-up and get ready for pick up

### **ACTIVITY 1**

Tennis (all ages)  
Soccer (all ages)  
Arts & Crafts (all ages)  
Baseball (ages: 9-12 only)  
Basketball (ages: 6-8 only)  
Playground (all ages)  
Big Game (all ages)  
Dodgeball (all ages)

### **ACTIVITY 2**

Tennis (all ages)  
Soccer (all ages)  
Arts & Crafts (all ages)  
Baseball (ages: 6-8 only)  
Basketball (ages 9-12 only)  
Playground (all ages)  
Big Game (all ages)  
Dodgeball (all ages)

### **ACTIVITY 3**

Tennis (all ages)  
Soccer (all ages)  
Arts & Crafts (all ages)  
Baseball (all ages)  
Basketball (all ages)  
Playground (all ages)  
Big Game (all ages)  
Dodgeball (all ages)



## EQUIPMENT

- Children participating in tennis must supply their own tennis rackets. Children in baseball must supply their own baseball gloves. All other equipment will be supplied.
- Everything a child brings to West should be clearly marked with their name (first and last) and telephone #
- Dressing appropriately is very important for this program. Please make sure your child is wearing sneakers to this program. **Flip Flops, sandals and crocs are not safe for a child to be participating in activities, and children will not be permitted to participate in the program with them on.** Be sure to take into consideration heat, chance of rain, sea breeze, etc. A ball cap is also a good idea.
- Please make sure your child comes to West with sunscreen already on. We are not permitted to apply sunscreen onto children.
- Please check your child for ticks every day. We are in woody areas, so there is always the possibility.



## MEDICATIONS / FOOD / BATHROOM FACILITIES

- The Program Supervisor **MUST BE** informed of any allergies the child might have or medication he/she will be carrying (i.e. Epi Pen, pill, blood sugar device)
- If your child requires an epi pen, they must carry it in their backpack everyday they are at the program. Your child will not be permitted to be dropped off without it.
- There will be a snack break between the 2nd and 3rd activity. We encourage all children to bring a snack and non-glass container with a sport drink/water. Please try to make your child's snack peanut-free.
- Bathroom facilities are Port-a-Johns

## HALF DAY PLAYGROUND RULES

While we want this to be a fun experience for your child, they must follow the rules. There is absolutely no swearing, bullying, fighting, or being disrespectful to the staff or other participants allowed. We will notify you if your child gets into trouble, and ask that you talk to your child about the rules. If this becomes a persistent problem, your child will be suspended from the program without a refund.

Cell phones are not permitted to be used during the program. If a child needs to contact a parent, they must first check with an instructor. If a child is caught using their cell phone, it will be taken away and returned to a parent at the end of the day. If this becomes a persistent problem, the child will be suspended from the program without a refund.

Sneakers or closed-toe shoes must be worn to camp. Crocs, flip flops, sandals and slides are not safe for a child to be participating in activities, and children will not be permitted to participate in the program with them on.



## DROP OFF & PICK UP

- Children can be dropped off as early as 8:50AM. There is NO PARKING during drop-off. Parents will drive around the circle toward the entrance of the school, we will have staff open the doors so you can stay in your vehicle. Please make sure your children are ready to get out of the cars with all of their equipment so we can get all the cars in and out in a timely manner.
- If your child is going to be picked up early for any reason, the supervisor MUST BE notified in writing.
- If your child is going home with someone besides a person on the authorized pick-up list, the supervisor MUST BE notified in writing that morning.
- PICK-UP time will begin @ 11:50am. There will be no parking and you will pick the children up in the same spot that you dropped them off with our staff opening the doors again and assisting the children into your vehicles.

Please note: While we can understand the unexpected emergency, our latest pick-up time is 12:15pm. If your child is not picked up from West by 12:30pm, you will be charged \$15; and every minute after that will be an additional \$1 until your child is picked up. Your fee must be paid within 5 business days of your tardiness. There will be one warning before the fee is imposed. Continued lateness will result in your child being suspended from the program.

### Walkers

If you live close and plan on walking your child over to West for drop-off, please make sure you check in first with a supervisor in a blue shirt. For pick-up, please go to a supervisor to show your ID and then the supervisor will walk your child over to you.

### CIT Siblings

If you have a child in the CIT program and a child in the Playground program, please drop-off both children at the CIT starting time. For pick-up, please go through the line for your child in the Playground program then park next to staff vehicles and wait for your CIT's pick-up time.

### Junior Group Siblings Pick-Up

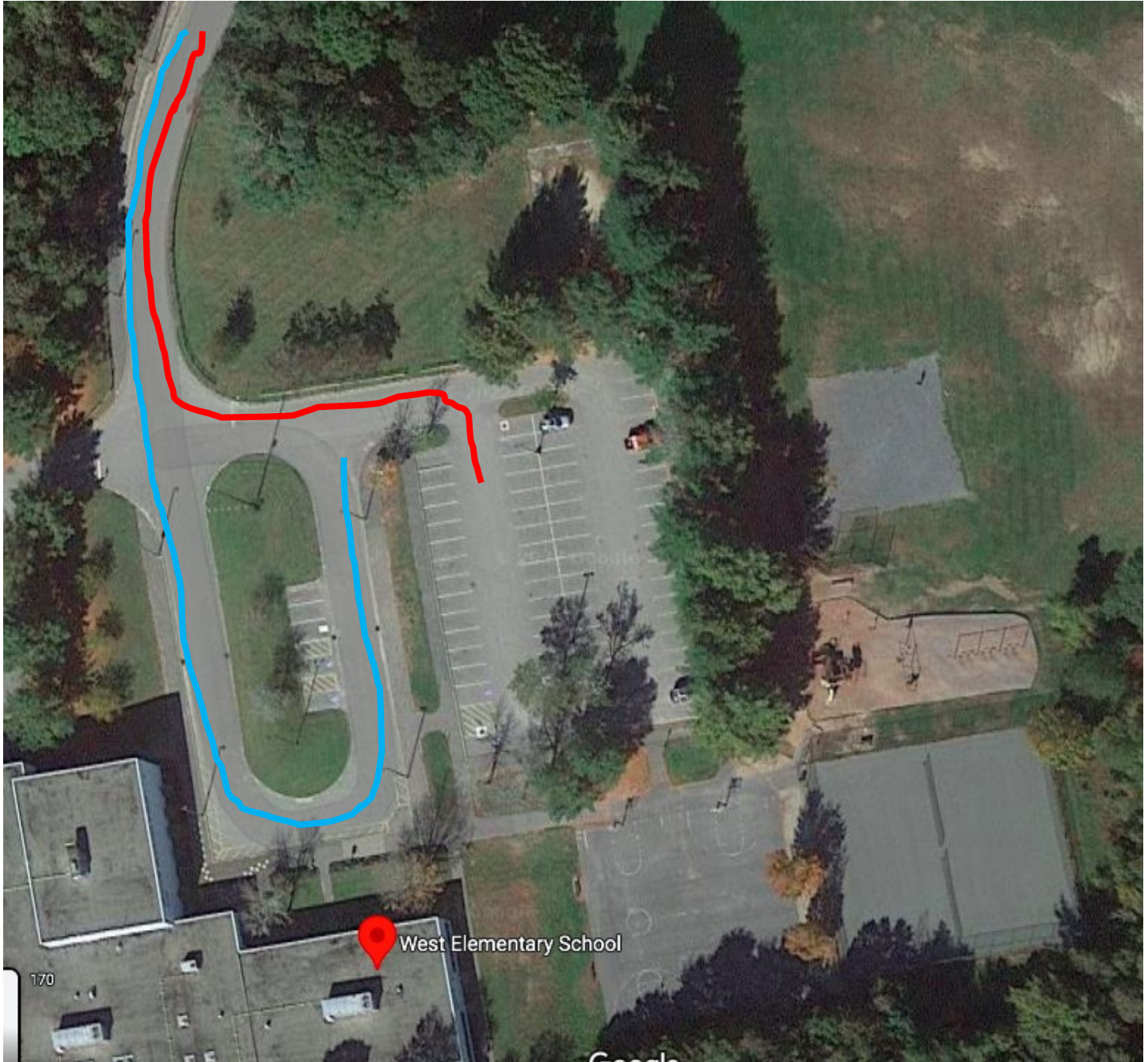
If you have a child in regular pick-up and a child in junior group pick-up, please only follow the junior group pick-up. Once a supervisor has checked your ID, both children will be walked over to you.



## PICK-UP POLICY

- ANY INDIVIDUAL THAT IS PICKING UP A CHILD FROM OUR PROGRAM MUST HAVE A PHOTO ID ON THEM AND SHOW IT TO OUR STAFF EVERY DAY.
- We will have an approved pick-up list for your child. Everyone must bring a photo ID if they are picking up a child.
- If someone comes to pick up your child that is not on the approved list and we did not receive a written letter that morning, we will not release your child until we have reached you by phone and get a verbal acknowledgment that you are allowing them to be picked up by this individual. They must then show a photo ID.
- **THERE WILL BE NO EXCEPTIONS TO THIS POLICY, PLEASE BRING YOUR ID EVERY DAY!!**

West Elementary Address: 170 Plympton Road



**Blue Line**—All ages drop-off line & 6-12 year old pick-up line.

**Red Line**—Junior pick-up line. ONLY PICK-UP.