

# RYE RECREATION

## Recess & Lunch Program

### Parent Handbook

PHONE NUMBER: 914-806-8214

E-MAIL: [registration@ryeny.gov](mailto:registration@ryeny.gov)

RYE RECREATION: 914-967-2535

WEBSITE: <https://www.ryeny.gov/government/recreation-department>

**DATES:** (NO PROGRAM ON SCHOOL HOLIDAYS)

**S1:** Sept 14 - Oct 2

**S2:** Oct 5 - 30

**S3:** Nov 2 - 24 (registration opens online 10/20 at 10am)

**S4:** Nov 30 - Dec 18 (registration opens online 11/17 at 10am)

**LOCATION & TIMES:**

Day: 11:00 a.m. - 12:40 p.m.

Rye Recreation Park, Midland Avenue

Rainy day locations: N/A ~ program cancelled if raining

### **GROUPING:**

Children will be grouped by school.

### **ADMINISTRATIVE STAFF:**

Rye Recreation Supervisor: Erin Mantz

### **ACTIVITIES:**

Each day different activities will be held throughout the park. The program will start with lunch followed by organized activities/free play within the designated assigned area for each group.

### **LUNCH:**

All participants will eat lunch at the program just after arrival. We are a NUT FREE program so please pack your child's lunch accordingly. Participants will be instructed to sit social distanced on the grass while eating.

*AM In Person Students*- Please pack a non-perishable lunch and bring with you to school each morning

*PM In Person Students*- Please bring a non-perishable lunch

### **TRAFFIC PROCEDURES:**

*Guardian Pick Up/Drop Off*- will take place on the field near the Tennis Court parking lot at Rye Rec. Please find a parking spot in the tennis court parking lot or on Midland Ave and meet staff on field. The main lot of the Rec Park will be closed. We thank you in advance for making sure traffic is conducted in a safe and efficient manner.

*School Pick Up/Drop Off*- Recreation staff will pick up or drop off participants to/from their respected schools (based on sign up). We will pick up and drop students at each student's assigned area and time given to them by school.

*Learning Pod/Reading Lounge Pick Up/Drop Off*- if your child will be arriving or going to a Rye Reads Learning Pod or the Rye Free Reading Room Lounge a staff member from Rec Recess will escort them to and from these programs (based on sign up).

### **FACE MASKS:**

Masks will be required during drop off and pick up. Students will be social distanced during lunch. During active field play, masks will not be required but should be ready and available on participant's chin at all times. Masks will be required while playing on the playgrounds. Staff will wear masks for the entire duration of the program.

### **COMMUNICATION:**

We rely on email communication. All important information will be sent out using your Community Pass email address. Please check your email daily for the latest information. If you have any concerns or questions we would be happy to hear from you over the course of the program.

*Participant Absences*- Please report all participants' absences via email by 9am. Please email: [registration@ryeny.gov](mailto:registration@ryeny.gov)

*School Health Assessment Forms*: Please complete all school required health assessment procedures before the start of Rec Recess program.

### **MEDICAL:**

Care is provided by a rec staff who are certified in CPR and Responding to Emergencies. If the camper needs immediate emergency care, EMS will be summoned to determine the severity of the emergency and choose the appropriate healthcare facility to transport to.

### **RAINY DAYS:**

This is an outdoor only program therefore the program will NOT be held on rainy days. We will send an email out as early as possible if the program needs to be cancelled due to rain.

### **VISITORS:**

Rec Recess is full and we can only accept those that are registered for the program. If a parent wishes to visit his or her child at the program or pick up early, please contact the Program Supervisor to set up an appointment. The main recreation building is closed to the public.

### **NOTES FROM HOME:**

Please let us know if your child has any restriction of activities so all staff are aware of any special needs your child may have.

We will need a written note if you are allowing your child to walk or bike home.

We will need a written note if your child is going home with someone other than the guardian.

### **DISCIPLINE:**

Rec Recess and Lunch is for the enjoyment of all participants. Any child whose behavior disrupts the normal flow of their group's daily program will be subject to disciplinary action. Staff will try to reinforce good, positive behavior in all children. It is the policy of this program that staff members will work as a team to develop an appropriate plan to help participants who are exhibiting poor or antisocial behavior. If problems continue to exist, the child will be sent to the office, parents may be called and/or the child may be sent home for the remainder of the day. If the problem continues, a suspension may be warranted. The Program Supervisor reserves the right to dismiss a participant from any activity at any time. **NO REFUNDS** will be given for time missed.

## **A REMINDER TO PARENTS**

1. Children **MUST WEAR SNEAKERS**, so they can fully participate in all activities and to reduce the risk of possible injury.
2. We cannot be responsible for any money or items lost during the day. Please make sure all clothing and school items are labeled and sent in a knapsack or other sturdy bag. PLEASE leave toys home.
3. **INSURANCE**- The City of Rye **DOES NOT** carry accident or medical coverage for participants. Cost incurred will be the responsibility of family or personal insurance coverage.
4. **COVID-19-**  
You agree that you will not allow your child to attend the program:
  - a. If they are experience any symptoms of COVID,
  - b. If any member of your child's household or your child are waiting on COVID test results,

- c. If any member of your child's household or your child have travelled to any state under travel advisory pursuant to Executive Order 205.
- d. You agree that you will not give my child fever reducing medicine prior to attending the program.

**ALL PERSONS PARTICIPATE AT THEIR OWN RISK.**