



Eliot Community Service Department Parent/ Participant Summer Program Manual

Summer Programming Philosophy

It is the sincere attempt of the ECSD to create a well-rounded program that encourages children and youth to have fun, continue the endless process of learning, take healthy risks and develop socially. It would be easy to schedule eight weeks of instant fun: arcades, amusement parks, movies, etc. but we feel it is also important to ask children and youth to use their imagination, explore their creative process, and experience things that they may have not yet experienced. The on-site activities that have been chosen are expected to help us shape those new experiences. We sincerely hope that all of the children and youth will approach the activities that we do with a positive, adventurous attitude.



Community Service Department (207) 451-9334
KidsPLAY Office Phone (207) 439-4832

We may not always be able to answer our cell phone. For all non-emergency messages please use the Community Service Department number.

ECSD Staff

Heather Muzeroll-Roy Eliot Community Service Department, *Director*
Cell Phone (207) 289-0104

Amanda Paradis KidsPLAY *Director*
Cell Phone (207) 475-7835

Lindsay Jardine KidsPLAY/Eliot Community Service Department, *Program Coordinator*

Important Registration Information

Each day there will be a schedule posted. Please check this to make sure that there have been no time changes and that your child has arrived with everything needed for the day. There will also be a weekly newsletter handout with important information on daily trips.

Registration Checklist

- Familiarize yourself with all procedures & policies
- Complete enrollment forms
- Read and sign Parent Consent Form

Staff will be certified in First Aid and Adult, Child CPR

Summer Program Program Overview

Location KidsPLAY and Youth Bound are located at the Eliot Elementary School Cafeteria at 1298 State Road. We will also utilize the Community Service Department recreation facilities and our local parks.

Hours of Operation Monday-Thursday 7:00am-5:30pm
Friday 7:00am-4:30pm
*Camp activities begin at 9:00 am *Camp activities end at 4:00 pm

Please arrive by 8:45am for field trip days as we are not always able to wait for a child/youth that has not arrived by this time. Occasionally, activities or trips will begin or end after the regular 9:00- 4:00 time; please check your schedule. **We will be departing for most trips at 9:00am and arriving back from trips by 4:00pm.**

Structure KidsPLAY and Youth Bound will travel off-site three days per week. They will remain on-site during inclement weather that would interfere with regular trip plans. Please refer to the calendar of events.

Registration Procedures & Fee Structure

How To Register Registration begins after April vacation. The calendar is released April 1st.

Enrollment Forms An individual enrollment form must be completed for every child that participates in the Summer Program. **Please fill out one form per child.** It contains important information about your child that we may need over the summer. The information contained in the enrollment form is the property of the Town of Eliot and will be kept in relative confidentiality; information will only be available to the Program's Staff and, in the event of emergency, medical personnel.

Daily Reg. Forms This registration form will be used to register your child for the days and trips that he/she will be attending. This form is in the office and needs to be filled out with a staff member.

Fees **KidsPLAY and Youth Bound Camp Fee:**

- Registration fee: Residents, \$20.00; Non-Residents, \$25.00
- \$45.00 per day

*For larger trips (Water Country for example) there may be an additional \$5.00 trip cost.

- Checks should be made payable to ECSD (*for Youth Bound campers*) or KidsPLAY

Payment Options Payments may be made in Full or Weekly. \$50 discount if paid in full by June 1st. Weekly payments must be made the Thursday prior to the ensuing week. The first weekly payment is due by June 1st. Last weeks' payment is due August 1st.

After June 15th you are locked in to your schedule *and* your payment total. Any changes must be made prior to this date. We do not allow for the switching of days. Please do you best to know your schedule at the time of registration.