



Walpole
Woods
at Jarvis Farm



Est. 2016

2017 Parent Packet
Town of Walpole Recreation Department
Summer Day Program
at
Jarvis Farm
(691 Common Street)

Greetings!

Thank you for choosing to make us a part of your child's summer! This Parent Packet is intended to provide the practical information you will need before sending your child to Walpole Woods and some general information which will help you understand the practices and procedures of the Walpole Woods Summer Day Program Experience!

Walpole Woods Mission:

Walpole Woods is a diverse learning community that encourages youth (entering grades 1-6 in Fall 2016) from Walpole and the surrounding area to participate in active and healthy activities, learn about the natural environment around them, and develop skills to participate as responsible members of society.

Staffing:

Walpole Woods is managed by qualified staff with an On-Site Program Director, Aquatics Supervisor, and supporting counselors. The participant to counselor ratio is no more than 10:1.

All members of our Walpole Woods staff are qualified and trained to provide quality care for our Summer Programs. All staff have completed screening processes that meet the requirements of the Department of Public Health and the Town of Walpole. Each counselor is also CPR certified.

Drop-Off & Pick-Up Procedures:

Walpole Woods begins at 8:30AM. Please be sure to drop your child(ren) off at that time or up to half-an-hour after the program begins. Our staff needs the hour before the day begins to set-up and prepare the day's activities so they cannot be supervising children at this time. In the interest of safety for all participants, parents/guardians are asked to escort their child(ren) to & from the designated area to sign children IN/OUT of Walpole Woods

The Recreation Department will only release a child to individuals identified on their Pick-up Authorization Form. Children must bring a note with them to Walpole Woods if they have permission to be picked up by someone other than those listed on the Pick-up Authorization Form. Parents/guardians/designees may be required to provide identification when signing their children out at pickup.

Walpole Woods ends each day at 4:30PM. Please ensure that your child(ren) is picked up promptly at the end of the program. If your child needs after-program care between 4:30-6:00PM, please refer to our Extended Day section.

Typical Day at Walpole Woods:

Walpole Woods operates on a block structure similar to the set-up of a school day. With children grouped by age/grade and assigned a cabin - there will be activity sessions in sports, arts, crafts, academic smart programs, nature and science, technology, and more!

A typical daily schedule will appear as follows:

8:30am-9:00am - Drop-Off

9:00am-9:30am - Site-Wide Morning Game

10:30am-12:30pm - Varies

A. 30min swim lesson blocks for those registered for swimming lessons

B. Free Choice (nature, sports, crafts, lego projects, or science experiment of the day)

C. 10:30am-10:45am - Morning Snack (first swim lesson group eats at 11:15am)

11am -12pm - Archery (Tues/Thurs, 3rd Grade and up)

12:30pm - 1:00pm - Lunch

1:30pm - 3:30pm - Water Slides, Open Swim in Pond, Free Choice of highest voted group activity

3:30pm-4:00pm - Clean-up

4:00pm-4:30pm - Pick-Up, passive group games

4:30pm-6:00pm - Extended Day

**Subject to Change

Lunch & Snack:

Snacks, Lunch, and Drinks are not provided. Please pack a lunch and a snack for your child each day. There is no refrigeration available. Please do not pack items that spoil in the heat unless you send them in an insulated lunch box with an ice pack. A sturdy lunch bag or box is best over a paper bag so lunch contents do not get crushed.

It is also important to pack enough for your child to drink. It is a good idea for your child to bring a reusable water bottle with them to stay hydrated throughout the day. Due to the high number of allergies, please remind your child at home, as we will at Walpole Woods, that there is no sharing of snacks or lunches.

Proper Attire & Footwear:

We suggest sending your child in sneakers each day. At Walpole Woods, there will be many opportunities for running, playing, sports, and organized games that will require comfortable and safe footwear for participation.

In addition to proper footwear, comfortable play clothes are a must each day of camp. It is important that children dress weather appropriate and in clothing that they don't have to worry about having fun or getting messy in.

Label Everything:

Label everything you can with your child's full name on it. There will be many kids with similar items so it's important to be able to distinguish one item from the next.

Sunscreen:

It is important that each participant starts the day off with sunscreen on. There is a lot of open space at Walpole Woods and we want to ensure each child is protected during all of our outdoor activities. The Recreation Department also encourages children to reduce exposure to UV rays with wide-brim hats, long-sleeve shirts, pants, and lip balm.

Please put sunscreen on your child before drop off each day. Counselors will remind children to apply sun protection at appropriate times during the day. Any sun protection provided from home should be delivered in a plastic bag with the child's name clearly written on it. The plastic bag containing the sunscreen or sun protection should be kept in the child's backpack or among their personal items.

Parents/guardians who wish for counselors to assist their child apply sun protection must first submit a written authorization to the Recreation Department. Counselors will only apply sun spray and are prohibited from applying lotion. Counselors will not apply protection to a child without written authorization beforehand.

Medical Forms & Health Information:

Walpole Woods must have all Health Forms on file at the time of registration. For safety reasons, children who do not have completed health forms on the first day of the program will not be able to attend until all necessary materials are provided.

EPI-Pen:

All EPI-Pens must be labelled with your child's name on it. EPI-Pens must be current, in their original container, and placed inside of a clearly labeled ziploc bag with your child's picture on it.

What should each child bring to Walpole Woods?

- Sneakers
- T-Shirt/Tank Top

- Shorts/Capris
- Bathing Suit

- Towel
- Sunscreen

- Lunch & Snacks
- Water Bottle

Items NOT permitted at Walpole Woods:

Please make sure your child(ren) do not bring electronic devices to Walpole Woods, including iPods, handheld gaming systems, or cellphones. There is access for children to call home and for parents to reach staff if the need presents itself. There are no weapons allowed at Walpole Woods, fake or otherwise. Electronic devices, toys or trading card games brought to Walpole Woods will be held until the end of the day and only returned to parents/guardians at pick-up.

Walpole Woods Registration Fees:

Full Day
\$275/week
(8:30am-4:30pm)

(Non-Resident \$300)

Half Day
\$138/week
(8:30am-12:30pm
or 12:30pm-4:30pm)

(Non-Resident \$163)

Swimming Lessons
\$30/week
(optional)

(Daily options also available)

A \$50.00 per week non-refundable deposit can be paid to hold your child's/children's spot for each week you would like them to attend Walpole Woods.

Each week's registration fee must be paid in full the Monday prior to the scheduled week of attendance at Walpole Woods.

Families who register 2 children at Walpole Woods will receive a 10% sibling discount for the 2nd sibling registered and any thereafter.

Extended Day Program:

Evening Care (4:30pm-6:00pm) - \$23 per day per child
(or \$75 per week, advanced registration rate only)

If your child is picked up after 4:30pm, your child must be enrolled in Extended Day. After the official 6:00pm end time of Extended Day, there is a \$1.00 per minute charge per child that will be billed to your account.

Cancellation:

You must withdraw from a session and/or an extended day registration 10 business days prior to the start of the program. There is a 20% processing fee for those who withdraw from a Walpole Woods session. The Walpole Recreation Department does not allow sharing or splitting the session with another person or family member's child. Refunds take 10-14 days to process. You will receive a check issued from Town Hall. In lieu of an 80% check refund, you can elect to have your refund in the form of a Walpole Recreation account credit. Account credits are 100% of the registration fee and can be used towards future Walpole Recreation Department Programs and Activities.

Discipline:

Children will be expected to behave appropriately and follow general behavior rules, including:

- a. Be Kind – keep hands, feet, and objects to yourself
- b. Be Respectful – to others, staff, themselves, and the environment
- c. Be Safe – to stay with counselors and their group

If counselors feel a child is acting inappropriately, they will redirect the child to more appropriate behavior. If the inappropriate behavior continues, the child will be given a time-out and the parent/guardian will be notified. Excessive incidents of misbehavior will be reported to the parent/guardian immediately. The Walpole Recreation Department reserves the right to remove the child from a program indefinitely.

Disclaimer:

Licensed camps in Massachusetts are required to meet regulatory standards established by the MA Department of Public Health. Although the Recreation Department strives to meet many of these standards for all of its programs, Walpole Woods is not advertised nor promoted as a camp.



Child's Information:

Child's Name: _____ Male: _____ Female: _____

Date of Birth: _____ Age: _____ Grade Entering in Fall 2017: _____
(Walpole Woods is for children who will be entering 1st - 6th grade in Fall 2017)

Address: _____ City/State: _____ Zip Code: _____

Cell Phone: _____ Home Phone: _____

E-Mail Address: _____



Parent/Guardian Information:

Parent/Guardian Name: _____

Relationship to Child: _____ Cell Phone: _____

Place of Work: _____ Work Number: _____



Parent/Guardian Name: _____

Relationship to Child: _____ Cell Phone: _____

Place of Work: _____ Work Number: _____

X Parent/Guardian Signature

X Date



Child's Name: _____

Emergency Contact Information:

Emergency Contact Name: _____
(Person OTHER than Parent/Guardian)

Relationship to Child: _____ Cell Phone: _____

Home Phone: _____ Work Number: _____

I give my permission for my child to be picked up by this emergency contact



Emergency Contact Name: _____
(Person OTHER than Parent/Guardian)

Relationship to Child: _____ Cell Phone: _____

Home Phone: _____ Work Number: _____

I give my permission for my child to be picked up by this emergency contact



Additional Authorized Pick-Ups:

Name: _____ Relationship to Child: _____

Name: _____ Relationship to Child: _____

Name: _____ Relationship to Child: _____

X Parent/Guardian Signature X Date



Child's Name: _____

Medical Information:

Insurance:

Child's Name: _____ Age: _____

Date of Birth: _____ Is child covered by insurance? Yes No

Insurance Company: _____ Policy/Group Number: _____

Primary Doctor: _____ Doctor's Phone Number: _____



Allergies:

My Child DOES DOES NOT have ALLERGIES.

Child is Allergic to (please include all foods, medications, insects and reaction/treatment to each):

Will your child bring an EPI-Pen to Walpole Woods? Yes No

a. If so, so you give permission to Walpole Woods staff to administer the EPI-Pen if needed to your child? Yes No

b. If so, do you give approval for your child to self-administer the EPI-Pen? Yes No

Will your child bring an inhaler to Walpole Woods? Yes No

a. If so, do you give approval for your child to carry and self-administer the inhaler? Yes No

Does your child require insulin injections? Yes No

3. Note: No person known to be suffering from tuberculosis in a communicable form, or having evidence of symptoms thereof, shall be allowed to attend Walpole Woods.

X Parent/Guardian Signature

X Date





Child's Name: _____

Health History:

Has your child had a history or are they prone to any of the following? (Please know that we value your privacy. Health History information is only made available to Walpole Woods Health Staff. The more information you provide, the better we can care for your child. Thanks!):

- | Yes | No | | Yes | No | |
|--------------------------|--------------------------|---------------------------------------|--------------------------|--------------------------|------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Recent illness, or infectious disease | <input type="checkbox"/> | <input type="checkbox"/> | Hypertension |
| <input type="checkbox"/> | <input type="checkbox"/> | Chronic or recurring illness | <input type="checkbox"/> | <input type="checkbox"/> | Bleeding/Clotting disorder |
| <input type="checkbox"/> | <input type="checkbox"/> | Asthma | <input type="checkbox"/> | <input type="checkbox"/> | Diabetes |
| <input type="checkbox"/> | <input type="checkbox"/> | Homesickness | <input type="checkbox"/> | <input type="checkbox"/> | Chicken Pox |
| <input type="checkbox"/> | <input type="checkbox"/> | Frequent ear infections | <input type="checkbox"/> | <input type="checkbox"/> | Measles |
| <input type="checkbox"/> | <input type="checkbox"/> | Seizure disorder or convulsions | <input type="checkbox"/> | <input type="checkbox"/> | German Measles |
| <input type="checkbox"/> | <input type="checkbox"/> | Dizziness during or after exercise | <input type="checkbox"/> | <input type="checkbox"/> | Mumps |
| <input type="checkbox"/> | <input type="checkbox"/> | Chest pain during or after exercise | <input type="checkbox"/> | <input type="checkbox"/> | Tuberculosis |
| <input type="checkbox"/> | <input type="checkbox"/> | Heart defect/disease | <input type="checkbox"/> | <input type="checkbox"/> | Eating disorder |
| <input type="checkbox"/> | <input type="checkbox"/> | Joint Problems (knees, ankles) | <input type="checkbox"/> | <input type="checkbox"/> | Frequent stomach aches |
| <input type="checkbox"/> | <input type="checkbox"/> | Frequent headaches | <input type="checkbox"/> | <input type="checkbox"/> | Wears glasses/contacts |
| <input type="checkbox"/> | <input type="checkbox"/> | Head Injury | <input type="checkbox"/> | <input type="checkbox"/> | Wears a Medic Alert Bracelet |

Please provide any additional information we may need to know in relation to the checked items above:

Date of last physical exam (Recommended within 24 months of Walpole Woods): _____

Current prescribed medications:

Medication: _____ Prescribing Physician: _____

Medication: _____ Prescribing Physician: _____

Medication: _____ Prescribing Physician: _____

REQUIRED:

PLEASE ATTACH CURRENT IMMUNIZATION RECORD WITH THIS PACKET

X Parent/Guardian Signature

X Date



Child's Name:

Consent & Releases

FIRST AID: I give the Walpole Recreation Department and Walpole Woods permission to administer basic first aid and/or CPR to my child and/or take my child to the hospital or call 911 to secure medical treatment when I cannot be reached or when delay would be dangerous to my child's health. If parent/guardian cannot be reached, I give the Walpole Recreation Department permission to contact the emergency contacts above.

_____ Initial

.....

PHOTOS: I give the Walpole Recreation Department permission to photograph my child for public relations and/or marketing purposes.

_____ Initial

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WAIVER OF LIABILITY, WARNING & ACKNOWLEDGMENT OF RISK:

Pursuant to 105 CMR 435.000, Walpole Woods is not, nor does it promote or advertise itself as, a licensed "camp". Swimming is a sport which challenges and engages the physical, mental and emotional resources of each participant. However, despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury, including but not limited to drowning, head/brain injury, and cervical spine injury. Understandably, not all hazards and dangers can be foreseen. The very nature of swimming is hazardous and risky, including but not limited to fatigue and overexertion, poor swimming skills, failing to avoid dangerous areas, horseplay, diving or cannon balling into shallow water and striking the bottom or side of the pool and or natural pond bottom, poor supervision or instruction, lack of conditioning, becoming disoriented, striking other swimmers, defective or inadequate equipment, striking one's head on the bottom when using a diving block, slipping or falling on the docks, chemical exposure and all other circumstances inherent to the sport of swimming. In this regard, it must be recognized that it is impossible for the the Town of Walpole, Walpole Recreation, and Walpole Woods to guarantee absolute safety during any swimming or water activities.

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I _____, as a parent or legal guardian of _____, hereby grant the permission necessary to allow him/her to participate in Walpole Woods, a Summer Day Program coordinated by the Walpole Recreation Department and the Town of Walpole. I, on my own behalf and on behalf of my son/daughter, further agree to release and to hold harmless Walpole Woods, the Walpole Recreation Department, the Town of Walpole, representatives, employees, contractors, and all other affiliates of Walpole Woods, the Walpole Recreation Department, and the Town of Walpole from any and all liability from any claim, judgment, costs (including, without limitations, attorney's fees and costs) arising out of or connected with any situation at Walpole Woods, including illness or injury (minimal, serious, catastrophic and/or death) my child may incur or sustain during their time at Walpole Woods and during all activities they partake in.

X Parent/Guardian Signature

X Date

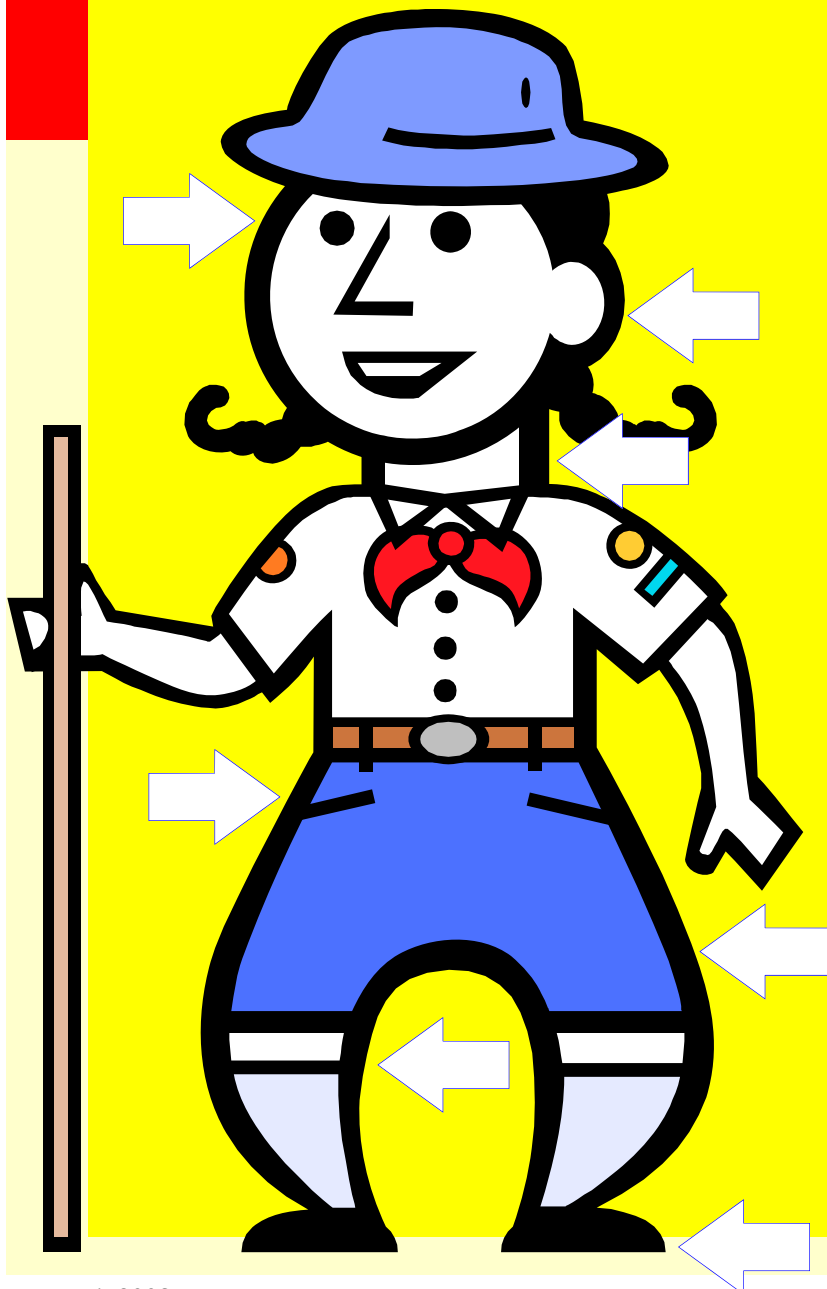
Is there a tick on you?

Do a tick check!

Here's where to look:

- ⊙ **Inside and behind the ears**
- ⊙ **Along your hairline**
- ⊙ **Back of your neck**
- ⊙ **Armpits**
- ⊙ **Groin (where your legs join your body)**
- ⊙ **Legs**
- ⊙ **Behind the knees**
- ⊙ **Between your toes**

Ticks are tiny, so look for new "freckles."



Actual sizes of nymph (left), adult female dog tick (center) and adult female deer tick (right)

Meningococcal Disease and Camp Attendees: Commonly Asked Questions

What is meningococcal disease?

Meningococcal disease is caused by infection with bacteria called *Neisseria meningitidis*. These bacteria can infect the tissue (the “meninges”) that surrounds the brain and spinal cord and cause meningitis, or they may infect the blood or other organs of the body. In the US, about 1,000-1,200 people get meningococcal disease each year and 10-15% die despite receiving antibiotic treatment. Of those who survive, about 11-19% may lose limbs, become hard of hearing or deaf, have problems with their nervous system, including long term neurologic problems, or have seizures or strokes.

How is meningococcal disease spread?

These bacteria are passed from person-to-person through saliva (spit). You must be in close contact with an infected person’s saliva in order for the bacteria to spread. Close contact includes activities such as kissing, sharing water bottles, sharing eating/drinking utensils or sharing cigarettes with someone who is infected; or being within 3-6 feet of someone who is infected and is coughing and sneezing.

Who is most at risk for getting meningococcal disease?

People who travel to certain parts of the world where the disease is very common, microbiologists, people with HIV infection and those exposed to meningococcal disease during an outbreak are at risk for meningococcal disease. Children and adults with damaged or removed spleens or persistent complement component deficiency (an inherited immune disorder) are at risk. Adolescents, and people who live in certain settings such as college freshmen living in dormitories and military recruits are at greater risk of disease from some of the serotypes.

Are camp attendees at increased risk for meningococcal disease?

Children attending day or residential camps are **not** considered to be at an increased risk for meningococcal disease because of their participation.

Is there a vaccine against meningococcal disease?

Yes, there are 3 different meningococcal vaccines. Quadrivalent meningococcal conjugate vaccine (Menactra and Menveo) protects against 4 serotypes (A, C, W and Y) of meningococcal disease. Meningococcal serogroup B vaccine (Bexsero and Trumenba) protects against serogroup B meningococcal disease, for age 10 and older. Quadrivalent meningococcal polysaccharide vaccine (Menomune) is recommended for people age 56 and older with certain high-risk conditions.

Should my child or adolescent receive meningococcal vaccine?

Meningococcal vaccine is **not** recommended for attendance at camps. However, these vaccines may be recommended for children with certain high-risk health conditions, such as those described above. **MDPH strongly recommends two doses of quadrivalent meningococcal conjugate vaccine: a first dose at age 11 through 12 years, with a second dose at 16 years.**

Meningococcal serogroup B vaccine (Bexsero and Trumenba) is recommended for people with certain relatively rare high-risk health conditions age 10 or older (examples: persons with a damaged spleen or whose spleen has been removed, those with persistent complement component deficiency, and people who may have been exposed during an outbreak). Adolescents and young adults (16 through 23 years of age) **may** be vaccinated with a serogroup B meningococcal vaccine, preferably at 16 through 18 years of age, to provide short term protection for most strains of serogroup B meningococcal disease. Parents of adolescents and children who are at higher risk of infection, because of certain medical conditions or other circumstances, should discuss vaccination with their child’s healthcare provider.

How can I protect my child or adolescent from getting meningococcal disease?

The best protection against meningococcal disease and many other infectious diseases is thorough and frequent handwashing, respiratory hygiene and cough etiquette. Individuals should:

1. wash their hands often, especially after using the toilet and before eating or preparing food (hands should be washed with soap and water or an alcohol-based hand gel or rub may be used if hands are not visibly dirty);
2. cover their nose and mouth with a tissue when coughing or sneezing and discard the tissue in a trash can; or if they don’t have a tissue, cough or sneeze into their upper sleeve.
3. not share food, drinks or eating utensils with other people, especially if they are ill.

If your child is exposed to someone with meningococcal disease, antibiotics may be recommended to keep your child from getting sick.

You can obtain more information about meningococcal disease or vaccination from your healthcare provider, your local Board of Health (listed in the phone book under government), or the Massachusetts Department of Public Health Division of Epidemiology and Immunization at (617) 983-6800 or on the MDPH website at www.mass.gov/dph.