

# WILSON SUMMER RECREATION PROGRAM

## REGISTRATION PACKET

One packet per child

### Program Information

- **Dates:** Monday July 7, thru Friday August 15, 2025
- **Time:** Monday thru Friday, 9:00 am to 3:00 pm
- **Location:** Wilson Elementary School 430 Young Street, Wilson NY 14172
- **Telephone:** **716 574 2652** This number will be active as of May 23, 2025. This is the only number to use in reference to your child, while they are in the Summer Rec program. **DO NOT CALL THE SCHOOL!**
- **Email:** [www.wilsonsummerrec@yahoo.com](mailto:www.wilsonsummerrec@yahoo.com)
- **Eligibility:** Child entering 1<sup>st</sup> grade through 5<sup>th</sup> grade in September of 2025 at the Wilson Elementary School, a private school or homeschooled that live the WCSD
- **Activities:** Arts, crafts, games, sports, social interaction, walking field trips and bus filed trips
- **Director / Assitant Director:** Allan Schultz / Jennifer Lysiak

### Daily Procedures

- Children are to be signed in a parent every day.
- Lunch will be eaten at noon everyday that the children at the school location. Children are expected to bring their lunch everyday unless it is specified that food will be provided for them.
- It is strongly encouraged that children do not bring any toys or items from home
- *Summer Rec Program is not responsible for any lost or broken personal items*
- Children are to be signed out by a pre-approved person everyday
- Children are allowed in three areas at the elementary school: they gym, cafeteria and the playground.
  - Gym: sports, music, and group games
  - Cafeteria: belongings storage, board games, crafts, eating (when bad weather)
  - Playground: playing and eating (when good weather)

### Payments and Due Dates

- Registration and medical forms, including field trip payments must be turned in the Wilson Town Hall by June 30, 2025 at 4:00 PM
- Cash, checks and credit cards are acceptable forms of payment, additional bank fee for credit card will be added
- No refunds or exchanges will be accepted

### Communication

- Contact the program director at the above phone via text or call beginning June 15, 2025
- The directors will contact you for one or more of the following reasons:
  - Questions, notices of discipline / incident, emergency or concerns
  - Daily or weekly schedule, what to bring for that day, reminders and updates

## Drop off and Pick Up Procedures

- Drop off and pick up will be in the cafeteria or underneath the pavilion on the playground
- The entrance to the cafeteria is the door across from the playground entrance, off the parking lot next to the football stadium.
- Children can be dropped off at 8:30 am at the earliest and must be picked up by 3:15 pm unless special arrangements are made with the director and or the assistant director
- Children are to be signed in at drop off and signed out at pickup by an approved person each day.
- If another person other than the parent /guardian is to pick up the child, please include their information on the registration form
- Children cannot leave the playground or school without a parent approved individual signing them out.

## Late Arrival / Early Dismissal

- Parents must notify the directors if they need to pick up their child early that day
- If a parent will be dropping off their child late on a certain day or need to pick up their child early on a certain day (ex. every Thursday at 1:30 pm), a form must be filled out and turned into the directors (included in the packet)
- Late arrival and early dismissals are not applicable to days in which we have field trips.

## Field Trip Procedures

- Children are required to wear their rec shirts for every field trip, regardless if the field trip is walking or taking the bus. NO EXCEPTIONS!!!!
- Children must be dropped off at least 15 minutes prior to departure time.
- The departure and return times will be listed on the field trip form. We will not hold the buses for a late child even if the child has signed up and paid for the trip... no refunds
- No unnecessary items are permitted on the field trip. This includes: toys, cell phones, tablets, blankets, action figures, Legos, etc.
- The directors and rec leaders are not responsible for any lost items on the field trip
- Any field trip that involves water (ex. Fort Niagara Pool, Krull Park splash pad, Beaver Island Beach, etc.) appropriate clothing must be provided for the child or they are not allowed to participate. This includes: a change of clothes, a towel, and a bag to carry belongings in.

## Registration Packet Contents

- **To Keep:**
  - Summer Recreation Information
  - Schedule and specifics
  - Child disciplinary procedures
- **To Turn In**
  - Summer Recreation registration form
  - Medical History and Immunization form
  - Summer Recreation field trip registration form
  - Late arrival / early dismissal form (is applicable)
  - Field Trip Release form