

Kennebunk Parks & Recreation

1 Summer Street
Kennebunk, ME
04043

offering programs for ages 1 through 101



Kennebunk Parks & Recreation Presents:

Pee Wee Explorers

For Children 3-5 years

Welcome to summer at Pee Wee Explorers! We are looking forward to a fun, safe, and exciting year. The growth of your child and others in the program benefits through encouragement, volunteering, enthusiasm, and suggestions.

Feel free throughout the summer to get involved.

Please carefully read the following program information prepared for parents/guardians/caregivers. If you have any questions or concerns, feel free to contact the Recreation Department at Our Office Direct Line 604-1335.

Or during the program dates only at the Pee Wee Explorer Line

985-3844

Program Manual

2018

About Our Program

Dates: Tuesday & Thursday, June 26 - August 16

Times: 9:00 am - 12:00 noon

Pee Wee Explorers main objective is to provide a safe, nurturing group experience away from home. The program will encourage social interaction and development of a positive self-image through:

- Indoor and outdoor play
- Activities and projects
- Arts and crafts
- Music, dance, exercise and movement
- Cooking and puppetry
- Games

We will provide a place where your child can have fun, make friends, and maybe learn along the way.

Please note we do not use themes of superheroes or TV shows. We discourage talk or creative play using these themes. Since we encourage cooperative play no toy weapons will be allowed in the program. Please do not let your child bring toys or objects from home.

SNACK

Please send a nutritious snack including a beverage everyday. Each snack and drink container should be clearly labeled with your child's name. Some children may even like a sandwich at this time. Our recommendation is for $\frac{1}{2}$ to a whole sandwich, juice or milk, crackers or a cookie. Please keep in mind that the children have only 15 minutes for snack time.

There may be occasions where we may share a group snack. For Example, when we study apples, we may make applesauce. When it is a child's birthday, that child may wish to share cupcakes with the group. **Please let us know if your child has any food allergies.**

SUNBLOCK/BUG SPRAY

All parents/caregivers are asked to pre-sunblock your child before camp, for sanitary and health reasons we cannot provide this for each individual child. Not to mention we would have no time to play outside☺.

A TYPICAL DAY AT Pee Wee's.

Approximate time	Activity
15 minutes	Greet children as they arrive
45minutes	Free play- a variety of age appropriate activities, which encourage artistic expression and enhance fine and gross motor skills.
30 minutes	Snack & clean up
30 minutes	Outside time
30 minutes	Arts & Crafts
25 minutes	Circle Time

Newsletters

There will be newsletters to notify parents of things happening with the program, field trips, special activities, etc. If you have any concerns, questions, or ideas, please feel free to contact us.

Clothing

All children attending Pee Wee's must be independently toilet trained. It is expected that you will provide a labeled change of clothes in the event of an emergency. We will store the clothes on the tops of your child's

cubby. Please dress your child in comfortable play clothes & shoes each day as we will paint, glue and play on a daily basis. You may let us know if your child is wearing something special on a particular day. But we prefer play clothes to allow participation and enjoyment of all provided activities.

On Hot days we will allow the Pee Wee's to run in the sprinklers to cool off. So some days your camper could be wet upon pick up. You might want to keep a towel in their backpack just in case.

Shoes **must** be worn at all times when on the playground, or in the classroom.

Health

Please keep your child home if he/she has any contagious disease or illness, and notify the instructors. Please let us know of any contagious conditions so that we may notify other parents of exposure. NO child should be brought to Pee Wee's if he/she has had a fever within 24 hours, has diarrhea, vomiting, or discolored discharge from eyes or nose, or has been on an antibiotic less than 48 hours. If you are in doubt whether your child should attend, please err on the side of caution, and keep them home.

We will not administer any medicine, prescription or non-prescription, to your child other than Band-Aids. We also ask that you do not send cough drops, as they create a potential choking hazard.

Drop off & Pick Up Policy

The program begins at 9:00am and ends at 12:00 noon. Please help your child settle his/her belongings in their cubby, then allow your child to proceed into the play area inside. If goodbye or separation becomes clingy and tearful, you may ask the instructors to assist to make this easier. We have found a quick separation works best, and children usually stop crying and join activities soon after parents leave.

Late pick-ups are emotionally difficult for children & staff. The time spent waiting to be picked up can seem like an eternity to a child who is wondering why his/her parent or care giver hasn't arrived. Please call if you find yourself in a situation where you will be late. The late policy for Kennebunk Recreation is as follows:

~10-15 mins. late \$10
~15-30 mins. late \$15:
~Over 30 mins late \$30

These fees are payable to the staff member on duty at the time of pick-up. We appreciate your cooperation in this matter.

If the participant's parent/guardian or adult approved to pick up the child is late in picking up their child 2 times through-out the duration of the program &/or more than 40 minutes late at any time, a meeting will be set up with the Director to discuss if the participant will be allowed to continue the program. Your child will not be allowed back into the program until this meeting has occurred and a determination is made.

Discipline:

The goal of the program is to treat all children with dignity and respect, to develop appropriate behavior, positive self-esteem, and self-control through praise & encouragement.

Our methods will include preventing problems before they occur, redirecting, and if needed time-outs. If inappropriate behaviors occur which threatens safety, or destroys property, the instructor will intervene. If the child is unable to redirect, calm down, or discontinue the behavior, a brief time out will be used. It will be a monitored separation from the group for 1-5 minutes. An alternative quiet activity will be provided during this time. The child will return to the group when the instructor and the child agree he/she is ready. Time-out is not meant as a form of punishment, but as a redirection of the child's thinking. Parents will be notified. It is our hope that with your guidance & support, the problem behavior can be eliminated.

Although this approach may differ from the approach used at home, we ask that parents support and adhere to this policy while your child is in the program. Thanks for your cooperation!

Pee Wee Explorers Medical & General Information Form

You MUST return this form to Kennebunk Rec. by June 17 in order for your child to participate in the program!

TUESDAYS & THURSDAYS

Child's Name _____ Nick name _____ Date of Birth ___/___/___
Mom's Name _____ Dad's Name _____
Address _____ Address _____
Mailing Address _____ Mailing _____
Home Telephone _____ Home Telephone _____
Cell Phone(s) _____ (Pager) _____ Cell Phone(s) _____ (Pager) _____
Work Phone _____ Work Phone _____
Email _____ Email _____

Emergency Contact (other than parent(s) above)

Name _____ Relation _____
Phone (hm) _____ (wk) _____ (cell) _____ (other) _____

Doctor's Name _____ Phone Number _____
Address _____

Allergies (Please be specific) _____

Likes & Dislikes _____

Siblings Names & Ages _____

Please let us know any information that may help us to understand your child (please include special needs or concerns) _____

The following people will be authorized to pick up your child. No child will be released to anyone not on this list. We must receive a written note, signed and dated to release your child to a special person on any particular day. Please update this list as needed: (names and phone numbers)

Name _____	Hm Phone _____	Wk _____	Cell _____
Name _____	Hm Phone _____	Wk _____	Cell _____
Name _____	Hm Phone _____	Wk _____	Cell _____

May we include your name & phone # on our class list to be distributed to other participants? _____

Pee Wee Explorer Refund policy:

*In order to be considered for a refund, the parent/guardian must put the request in writing via email or fax on the day they would like to withdraw from the program. Once the request has been received, a meeting with the Recreation Director will need to be scheduled in order to determine if a refund is possible.

I have read all the information and fully understand how Pee Wee Explorers will run & the refund policy. I understand that this is an 8 week program. I agree to abide by all the rules and regulations listed. I understand the refund policies and know that there is no refund if my child should be dismissed from the program for disciplinary reasons.

Signature of parent/guardian

Date