Welcome to Middle School Parks!

The Middle School Parks Program is designed with the average middle school student in mind! Middle School students are always looking for something fun to do, other than sitting around. Every week is scheduled with different trips throughout the summer and activities to do at the park. No matter what we do, there is always something fun for everyone!

Our goal is to promote individuality as well as personal responsibility. Our program believes that all members should have a form of independence but be able to follow the rules the program staff have set as well. Trips and activities during the week are meant to be interactive, social and most importantly, lots of FUN!

Program Arrival Procedures

Program runs from 8:30am—3:30pm.

- Drop off and pick up for participants will be in the main parking lot. Please do NOT drive around the building to drop off.
- There is no supervision for participants prior to 8:30am. Please know if staff are at the park prior to 8:30, it is for set up or meetings and cannot supervise participants.
- Participants MUST check in with a staff member when arriving OR leaving the program. There will be an assigned staff member at the stop sign at the entrance of the field.

Participants should ALWAYS bring a lunch, water/snacks & field trip shirts unless otherwise noted.

*Please note that some times do change due to certain trips. Make it a point to check the detailed trip schedule for the weeks and sessions you are signed up for.

Emergency Information

Please take time to update any emergency information for your child. If your child is sick or hurt, the faster we are able to contact you the better! In the event your child needs to be picked up, you must make arrangements for them. Please inform staff of any medical conditions/medications your child has before the first day they attend.
Program Rules

We try to keep the rules of the program under control. While we want to have fun throughout the summer, we also want to make sure that safety is the most important part. When on trips, we have a check-in system with up to four check-ins during a trip. At this time all children will check-in with a staff member at a predetermined location and time. If for any reason a child is late to check-in, they will stay with a staff member for the amount of time they were late (if a child was 20 minutes late, they will sit with a staff for 20 minutes). If they are repeatedly late, we reserve the right to not allow the child on any other trips.

- No foul language will be permitted
- Respect all participants, including yourself and staff
- Do not embarrass yourself, parents/guardians, or the Parks & Recreation Department
- NEVER be late for the bus or check-ins

Inclement Weather

The program will remain open if rain kicks off our day! Field trips that are inside, will remain as planned. Outside trips will be adjusted to something indoors. The program will meet in the Fox Hill Gym. Please call the Parks & Recreation Department cancellation line AFTER 7am 781-270-1695 (press 3) to see what program plans entail. Facebook will also have updates on program plans!

If there is rain during the day the program will remain open at Fox Hill.

Field Trip Shirts

All participants will be required to wear a Burlington Parks & Recreation t-shirt on trips for the summer. Bracelets will be given for days we attend the beach. This is to better recognize all participants on the trips.

- Shirts will be handed out on Monday afternoons when we return to the park. Sizes come in Adult S, M, L, and XL. Please remember these on trips!
- Please do not cut or write on shirts. They may not be altered in any way
- Both shirts and bracelets must be worn for the ENTIRE trip. NO exceptions
- Additional shirts may be purchased at the office for $10
Field Trips

We have trips planned every day, every week! We try and offer a variety of trips for the children so everyone is able to enjoy!

- Children must wear field trip shirts on every trip. Shirts will be given out on Monday. Additional shirts can be purchased at the office.
- Please read the field trip schedule for all trip information. It is important! Times can change, sometimes lunches are included or a lunch is required from home.
- Participants must ride the bus to the trip and on the return home. Drop off at field trip site is not permitted. Pick up at field trip is only allowed with a completed form (See Pick up policy)
- Children will be required to pair up with another child during trips. They will need to stay with their buddy for the duration of the trip. NO child is allowed to be on their own for any duration of the trip.
- Several check ins are given during the trips, and staff will always be in the area.
- Please see a staff member with ANY questions!

Pick Up Policy

If you would like to pick up your child earlier than the designated pickup time on the days we are at Fox Hill, please notify a staff member at drop off. If your child is to be picked up by someone other than their legal guardian you MUST inform the director. Please give a note in regards to a different way of leaving the program (ex. walking, biking, etc.) with any detail for times or dates this would happen. Participants MUST tell a staff member when leaving, and point out who is getting them. Staff will record the information on the attendance sheets.

**If you need to pick up your child while we are on a trip, an early pick up form MUST be filled out PRIOR to leaving for the trip. Participants should only be picked up early from trips if it is absolutely necessary (ex. Emergencies, appointments, vacations, games/tournaments). This form is located at the end of the newsletter, and can also be found at the Parks & Recreation Department and from a staff member.

With the form, all information asked for must be filled in. Without this form your child CANNOT be picked up from the field trip. This is a safety precaution, and cooperation is needed.

If getting picked up from trips becomes a habitual problem, it is at the director's discretion to remove the participant(s) from the remaining trips. This includes future weeks for which they are enrolled.

*Please also respect our start and end times of the program. Times will vary through the summer, but please be aware we are not responsible for your children until the start time of the program. Please make sure you have arranged for pick up at the proper time.
## Detailed Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Monday July 22</td>
<td>Boys &amp; Girls Club (Woburn)</td>
<td>Please wear appropriate swimwear. Pack towel and change of clothes (if needed)</td>
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<td></td>
<td></td>
<td>Please bring plenty of water! Pack a lunch or money for lunch, we will be stopping at Burlington Marketplace (Chipotle, Upper Crust, 8Good, Starbucks) The ice cream truck will also be stopping by Fox Hill in the afternoon</td>
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<td>Bus departs Fox Hill at 9:00am and will return at approx. 1:00pm</td>
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<td>Park will be open with a variety of activities when we return until 3:30pm</td>
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<td>Bring something white to tie dye! We will tie dye at the park!</td>
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<tr>
<td>Tuesday July 23</td>
<td>King’s Bowling (Lynnefield)</td>
<td>Wear your field trip shirt! Please remember to bring socks. We will bowl for 2 hours.</td>
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<td></td>
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<td>Participants are encouraged to bring NUT FREE lunch and extra snacks and drinks for when we return to the park.</td>
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<td>Bus departs Fox Hill at 9:15am and will return back at approx. 1:00pm</td>
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<tr>
<td>Wednesday July 24</td>
<td>Hilltop Fun Center</td>
<td>Wear your field trip shirt! Please bring NUT FREE lunch or money for lunch. Package includes mini golf, go karts, laser tag, driving range, rock wall, extreme bungee jumper. If you’d like to bring extra money for arcades, please feel free to!</td>
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<td>Bus departs Fox Hill at 8:45am and arrive back at approx. 3:30pm</td>
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<tr>
<td>Thursday July 25</td>
<td>Salisbury State Beach</td>
<td>Children are asked to wear appropriate swimwear. Everyone will get bracelets to wear in place of field trip shirt. Pack a lunch from HOME, there is NO snack shack at the beach. Pack plenty of water, sunscreen, towel and change of clothes (if needed).</td>
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<tr>
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<td></td>
<td>Bus departs Fox Hill at 8:45am and will return back at approx. 3:30pm</td>
</tr>
<tr>
<td>Friday July 26</td>
<td>Franklin Park Zoo</td>
<td>Wear your field trip shirt! Bring a NUT FREE lunch, or lunch can be purchased at the zoo. Pack sunscreen and plenty of water.</td>
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<tr>
<td></td>
<td></td>
<td>Bus departs Fox Hill at 9:15am and will return back at approx. 3:00pm</td>
</tr>
</tbody>
</table>

If at any point our return times change, (we hit traffic or leave late) while we’re on these trips we will do our best to inform the children on the bus and have them contact parents and rides. If you have any questions in regards to any trip please don’t hesitate to ask a staff at drop off or pickup!
Behavior Issues

At the Middle School Parks Program we hope to enjoy the summer the best we can. We expect not to have any issues with behaviors, but are aware that these issues will occasionally come up. We do our best to discipline those that misbehave, but we do have the right to send a child home at ANY time if behaviors are not corrected. This would only occur when all options are exhausted and it is our last resort. In the event that this occurs, you need to understand there is no refunds offered for a child that is asked to leave due to disciplinary reasons. In the event of your child needing to be picked up, you must be able to make arrangements for them. Please stress the importance of good behavior at drop off!

If there are ANY issues that you become aware of, please speak to Beth. We are aware of how a bully may target another child, and may get away without staff knowing. The sooner we know of any issue or problem that your child may be having prior to coming to the program or during the program itself, the better. As a program, we want every participant to enjoy their time and want to return. Please know we are always here to help!

Lost Items

We cannot be responsible for lost or stolen property. Children are responsible for all of the items and money they arrive with. This includes cell phones and electronic devices. There will be a lost and found for any items left behind daily. Any treasured items or valuables should be left at home.
EARLY PICK UP FORM
MIDDLE SCHOOL PARKS
SUMMER 2019

Date: __________________________

Participant's Name: ____________________________________________

Parent/Guardian Name: __________________________________________

Time of Pick Up: ________________________________________________

Location of Pick Up: _____________________________________________

I, ____________________________
(Name & Cell number) will be picking up my child(ren) from today's field trip.

OR

_________________________________________ will be picking up my child
(re) from the field trip today.

Relationship: __________________________ Cell Number: ________________

x ____________________________
(Parent/Guardian Signature)   ____________________________ (Date)

* Please remember this form is for FIELD TRIP DAYS. If your child is getting picked up early, or going home
a different way while we are at the park, please just tell a staff at drop off!