

# Silver Spring Township Summer Camp



***Pre-Registration:***

***February 1, 2010 – April 5, 2010***

***Registration:***

***April 6, 2010 – June 7, 2010***

Silver Spring Township  
Parks and Recreation Department  
Director: Jeff Williams, CPRP  
Assistant Director: Kristy Owens, CPSI  
Camp Coordinator: Julia Mentzer-Yarlett  
Office: (717) 766-0178  
Fax: (717) 766-1696  
Web: [www.silverspringtwp-pa.gov](http://www.silverspringtwp-pa.gov)  
E-mail: [recreation@silverspringtwp-pa.gov](mailto:recreation@silverspringtwp-pa.gov)



# Traditional Day Camp...



## BASIC INFORMATION

Who: Those entering grade 1 - 8  
Dates: June 14 – August 6, 2010  
Days: Monday – Friday  
Location: Silver Spring Elementary (Cafeteria/Gym)  
6746 Carlisle Pike, Mechanicsburg, PA 17050  
Camp Hrs: Drop Off: 7:30 am – 8:15 am  
Pick-up: 4:00 pm – 4:30 pm  
Extended Hr Pick-up: 4:30 pm – 5:30 pm  
*(Additional fees apply for extended hour pick-up)*  
Contact: Silver Spring Township  
Parks and Recreation Department  
6475 Carlisle Pike, Mechanicsburg, PA 17050  
717-766-0178 (office) 717-766-1696 (fax)

## NEED TO KNOW...

Our Day Camp is a structured, exciting experience! Programs designed to promote opportunities for exploration, creative expression and an enthusiasm for trying new things. Daily organized activities will include active games, art, crafts, and sports. Weekly trips to swimming pools are included. Special trips to local state parks will expose campers to the outdoors. All costs for activities are included in the basic fee with the exception of some special trips. Parents will receive a letter from the Camp Coordinator prior to any special trips.

[www.silverspringtwp-pa.gov](http://www.silverspringtwp-pa.gov)

For questions or concerns, please contact the Parks and Recreation Department

## REGISTRATION



**Each child must register for a minimum of two (2) weeks.**  
Receive \$50 off your balance, if you register for all eight wks!

**Pre-Registration: February 1 – April 5**  
\$110/wk first child, \$80/wk each additional child  
**Registration: April 6 – June 7**  
\$125/wk first child, \$90/wk each additional child

## HOW TO REGISTER

A \$100 deposit, per child, is due at the time of registration. The deposit is non-refundable. This amount will be applied to your remaining balance. Your balance is due in two equal payments by May 3<sup>rd</sup> and June 7. If you register after May 3<sup>rd</sup>, half the total balance will be due at that time. All forms must be complete and accurate. Please fill out a separate form for each child. Register online at [www.silverspringtwp-pa.gov](http://www.silverspringtwp-pa.gov) (Parks and Rec., Programs) or submit forms to the Township office at 6475 Carlisle Pike, Mechanicsburg, PA 17050.

## EXTENDED HOURS

Extended hours are available from 4:30 pm – 5:30 pm for those needing to pick their child up later than the regularly scheduled time. The fee is \$15/per week, per family. You must pay the full \$15 for the entire week you request these extra hours for. Single day rates don't apply.

## LATE FEES

Fees will be assessed for participants remaining on site longer than their designated program hours. Chronic lateness will lead to a \$15 per family fee or removal from the program.



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## CANCELLATIONS OR TRANSFERS

Refund and transfer requests are due by May 3, 2010. A \$15 fee per child, per transfer or cancellation. To transfer from one week to another, space must be available. No refunds or transfers will be issued after May 3, 2010, unless approved by the Parks and Recreation Department Staff. All transfer and refund requests are subject to approval.

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## FIELD TRIPS



A few trips may require a minor fee. Children will receive a letter a few days prior to the trip if an additional fee is required. These fees help cover the cost of tickets/admissions to places such as the Harrisburg Senators Baseball Game and Hersheypark.

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## LUNCH AND SNACKS

Campers must bring their own packed lunch in a self-contained cooler. We do not have access to a refrigerator. We encourage you to pack water bottles that can be easily transported to and from activities. The Silver Spring Township Parks and Recreation Department and its staff are not responsible for any lost or stolen items. Some snacks will be provided. If a lunch is planned and will be provided by staff, the parent/guardian will be given prior notice. If your child is absent during the time a notice was distributed, it is your responsibility to contact the Parks and Recreation Department.

Please mark your child's name on their lunch box/bag or cooler, water bottles and backpacks.

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## HEALTH AND EMERGENCY POLICY



The parent/guardian of any child, who becomes ill or injured during camp hours will be notified and may be asked to pick-up their child, depending on the situation. Should a medical emergency arise, local emergency services will be contacted. Staff will remain with the child and parents or guardians will be contacted and asked to meet them at the designated emergency care facility. All participants are required to have their own health and hospitalization insurance. Silver Spring Township is not responsible for medical care, treatment or transportation costs of injuries incurred by program participants. Every effort will be made to provide a safe and secure environment for your children.

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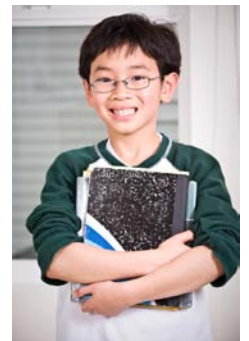
## ILLNESS AND MEDICATION(S)

Please provide advance notice to the Summer Camp Coordinator and Parks and Recreation Department Staff, if your child is unable to attend the program due to an emergency or illness. Refunds are not issued for sick days. Should a prolonged illness or medical emergency occur, please contact the Parks and Recreation Department. Only prescribed medications will be administered during the program day, and only at the written request of the parent/guardian. Medications must be in the original container with the physician's instructions. Absolutely NO over-the-counter medications will be provided or administered to children.

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## PERSONAL BELONGINGS AND ATTIRE

Personal Belongings - All personal belongings must be labeled with your child's name. Silver Spring Township and its staff are not responsible for any lost or stolen items. Attire - Please dress your children appropriately for field trips and events. Refer to your summer camp schedule for a list of daily activities. Please do not send your child in open-toed shoes, boots or high heeled shoes. Sandals may ONLY be worn during water events or trips.



## DISCIPLINE

We provide a very structured program. It is our belief that a good program helps prevent discipline issues. Should behavioral problems occur, verbal coaching and other accepted discipline measures will be implemented. Parents will be involved in resolving serious issues. If discipline measures, and cooperation with parents/guardians fail to resolve the behavior issues, the child may be suspended or dismissed from the program. No refunds will be issued for those removed from the program.

## UPCOMING EVENTS

### EGG HUNT

#### Pleasant View Park

90 Pleasant View Drive, Mechanicsburg, PA 17050

Saturday, March 27th held at 10:30 am. Please arrive by 10 am to pick up your goody bag and coupons. Prizes and candy will be awarded. This event is open to children 10 and under. The rain date is April 3<sup>rd</sup>. Admission and parking is free.

### 5K RACE / KIDS FIT RUN

#### Stony Ridge Park

50 Bernheisel Bridge Road, Carlisle, PA 17015

Saturday, May 22<sup>nd</sup>. The 5K is for those 12 and older and begins at 9 am. The Kids Fit Run is FREE and for children 11 and under. The Fit Run begins at 10 am. Held rain or shine. Register by May 21<sup>st</sup> for \$15 or on race day for \$20.

### FALL FESTIVAL

#### Willow Mill Park

80 Willow Mill Park Road, Mechanicsburg, PA 17050

Saturday, October 2<sup>nd</sup> at Willow Mill Park from 10 am – 4 pm.

Applications for vendors and entertainers are now being accepted!

To download an application, please visit the Township web site listed below.

Admission and parking is free.



▶ Please cut here

## VOLUNTEER REQUEST

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Home Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ What is the best way to reach you? \_\_\_\_\_

Hours Available: \_\_\_\_\_

Which event(s) would you like to volunteer for? (Circle all that apply)

Egg Hunt (March 27)

5K Run/Walk (May 22)

Fall Festival (October 2)

**Volunteer Applications are available online at [www.silverspringtwp-pa.gov](http://www.silverspringtwp-pa.gov) under the 'Employment' tab.**

**For questions, please call the Township at 717.766.0178**