

PLAY Care Enrollment Packet



**Pleasant Valley Recreation & Park District
Community Center
1605 E. Burnley Street, Camarillo
(805) 482-1996 www.pvrpd.org**

August 31, 2020 – June 18, 2021

Grades: 1-8

General Information

PLAY Care is all about making sure your child(ren) has a safe spot to learn! Children are always supervised by trained staff. Child(ren) enrolled in PLAY Care-Extended will participate in a variety of exciting indoor and outdoor activities during the day. During learning hours children will have a designated area to use for schooling. During extended hours activities are structured and include crafts, group games, sports, movies, and more.

AGES: PLAY Care welcomes children grades 1st-8th. Per State Guidelines children will be kept with siblings and divided into cohorts of 12 children.

HOURS: PLAY Care- Extended is open from 7:00am to 6:00pm Monday through Friday. Children enrolled in PLAY Care-Extended must be dropped off between 7:00am and 7:30am. PLAY Care-Extended pick-ups will between 3:00pm-6:00pm, if you pick up your child after 6:00pm, there is \$15 fee for every 15 minutes you are late.

PLAY Care-Learn is open from 7:30am to 2:30pm Monday through Friday. Children enrolled in PLAY Care-Learn must be dropped off between 7:30am and 8:00am, no late drop offs will be accepted. PLAY Care-Learn pick-ups will between 2:20pm-2:40pm, if you pick up your child after 2:40pm, there is \$15 fee for every 15 minutes you are late.

PLAY Care RULES: PLAY Care is designed to be a safe and fun environment for every child who participates in the program. Children must treat everyone with respect. Behavior that is harmful or disruptive to the function of PLAY Care or other children will not be tolerated and subject to removal.

DRESS CODE: Children must come to PLAY Care dressed and prepared appropriately for a day. Children may not wear open-toed shoes, boots, sandals, "croc" or croc style of shoes, or clothing with inappropriate graphics or wording. Closed toed shoes required.

SNACK & LUNCH: Please pack your child with two snacks and a lunch. Also, please include a reusable water bottle with your child's name on it for his/her hydration. A refrigerator or microwave will not be available at any time.

PERSONAL ITEMS: It is recommended that children NOT bring personal items such as electronics, toys, etc. to PLAY Care unless it is needed for Digital Learning. Please check lost and found for missing items. Lost and found items will be stored individually in a clear sealed bag and will be stored for ten (10) days and then disposed of by staff. PLAY Care is not responsible for any lost or stolen property.

STAFF: Our active and excited staff make PLAY Care a great place to spend the school year. Staff are thoroughly trained on PLAY Care policies, safety procedures, active and passive games, arts and crafts, athletic activities, and COVID-19 Guidelines. All staff undergo fingerprinting, background checks, and are CPR and First Aid Certified.

Registration

Due to State and County Guidelines, PLAY Care will be limited to cohorts of twelve each. PLAY Care is on a first come first serve basis. This number may change at any time based on State and County Guidelines.

Registration will be completed over the phone by calling 805-482-1996 x 107. Registration may be made on a month to month basis or all sessions at once. Please note when registering monthly your spot is not guaranteed. First payment is due upon registration following payments will be put on a payment plan with an automatic payment on the Sunday before the next week.

*****IMPORTANT*** ENROLLMENT PACKET MUST BE COMPLETED BEFORE AUGUST 31, 2020.** Submit completed packets to Ksimber@pvrpd.org applications will not be accepted in person, drop off, mail in or by fax.

REFUNDS AND TRANSFERS: PLAY Care is nonrefundable unless, children contracts COVID-19 or PLAY Care is closed. Refunds will be prorated based on the attendance of the child(ren).

Facilities

PLAY Care Located:

Pleasant Valley Community Center
1605 E. Burnley Street Camarillo, CA 93010

You will receive drop off/pickup details upon registration.

PLAY Care Rates

(Weekly)

PLAY Care - Extended: \$180

PLAY Care - Learn: \$125

See Registration for details on how to enroll

Health & Safety

To protect all the children at PLAY Care, any child(ren) who comes to PLAY Care ill or has a contagious medical condition may NOT attend PLAY Care. Children must be free of fever, rash or other signs of contagious illness for 24 hours before returning to PLAY Care. If, during the course of the day, a child develops any signs of a contagious illness including rash, vomiting, diarrhea, fever, or any signs of head lice, the parents or legal guardian will be notified, and the child must be picked up immediately.

CORONAVIRUS (COVID-19): Children and Staff will complete health surveys and temperature checks every morning and at any time necessary. Keep your child(ren) home if they are experiencing any of the following symptoms: Fever of 100.4 F or higher, cough, trouble breathing, shortness of breath, severe wheezing, chills or repeated shaking with chills, muscle aches, sore throat, loss of smell or taste or a change in taste, nausea, vomiting or diarrhea, or headaches. Keep your child(ren) home if they have come in contact with a person with a known case of Coronavirus within the past 14 days. Staff will wear masks when they are working with children. 6-foot distancing when possible. All PLAY Care areas and supplies will be cleaned at the beginning and end of PLAY Care day and on an hourly basis. Children and staff will wash hands or use hand sanitizer when changing activities. Restrooms will be cleaned on an hourly basis.

HEAD LICE: PLAY Care has a “NO NITS” policy. We will do periodic head checks for lice and we encourage parents to check their children before bringing them to PLAY Care.

SIGN-IN & SIGN-OUT PROCEDURES: To ensure the complete safety of your children, children may not sign themselves in or out. A parent, guardian, or authorized adult (age 18 or older) is required to drop off and pick up children. All children must be signed in and signed out on the attendance roster. Only adults listed on your registration form are allowed to sign your child in and out. Photo ID will be required.

MEDICATION: Only prescription medication can be administered by the PLAY Care staff. All medications must be presented to the PLAY Care staff in the original container at the time the child is signed in for the day. A “Permission for Administration of Prescription Medication” form must be filled out and signed by the parent or legal guardian before medication can be administered, request form if needed.

CHILDREN WITH SPECIAL NEEDS: Children with special needs are welcome at PLAY Care. Special needs (including allergies, dietary restrictions, and physical or mental challenges) should be noted on the registration form. For the well-being of all children, PLAY Care participants must be able to abide by PLAY Care rules and participate in group activities. Accommodation will be assessed on a case by case basis. If your child(ren) requires medication, it must be noted on the registration form, and the procedure outlines above must be followed.

NOTICE OF MANDATED REPORTER STATUS: All PLAY Care staff and agents are designated a “Mandated Reporter” by the State of California. In accordance with California State Law, cases of suspected child abuse or neglect will be reported to the appropriate agency.

SUNSCREEN: All children are required to wear sunscreen to ensure their safety. You must provide your child(ren) with sunscreen in a sealed container, labeled with your child’s first and last name, to take with them for daily applications. You are responsible for applying the first layer of sunscreen prior to drop off.





Release & Information PLAY Care

Release form and information sheet 2020

(up to two children from the **SAME HOUSEHOLD** may register on this form. **FORM MUST BE FULLY COMPLETED.**)

FAMILY LAST NAME(S): _____
FAMILY ADDRESS: _____ CITY: _____ ZIP: _____
E-MAIL ADDRESS: _____ PHONE: _____

PLEASE PRINT NEATLY. INCLUDE LAST NAME OF ALL CHILDREN.

CHILD #1 NAME: _____ **BIRTHDATE:** _____
Grade entering: _____ Age as of August 31st, 2020 _____ Date of last tetanus shot: _____
Is this child currently taking any medication? No Yes: (name of medication) _____
Does this child have any allergies? No Bee Sting Food and/or medication allergies: _____
 Dietary restrictions /other allergies: _____
Does your child have any learning or physical limitations? No Yes: _____
Is your child current on all immunizations? No Yes **Please note any other items we should be aware of including any recent life changes, helpful comments or concerns:** _____

CHILD #2 NAME: _____ **BIRTHDATE:** _____
Grade entering: _____ Age as of August 31st, 2020 _____ Date of last tetanus shot: _____
Is this child currently taking any medication? No Yes: (name of medication) _____
Does this child have any allergies? No Bee Sting Food and/or medication allergies: _____
 Dietary restrictions /other allergies: _____
Does your child have any learning or physical limitations? No Yes: _____
Is your child current on all immunizations? No Yes **Please note any other items we should be aware of including any recent life changes, helpful comments or concerns:** _____

PARENT/LEGAL GUARDIAN INFORMATION

NAME: _____ RELATIONSHIP: _____
WORK PHONE: _____ CELL PHONE: _____
NAME: _____ RELATIONSHIP: _____
WORK PHONE: _____ CELL PHONE: _____

EMERGENCY PICK-UP

In addition to parent/guardian(s), identify those who have your permission to pick up your child(ren). Please remember that these people must be at least 18 years of age. Your child(ren) will not be released to persons NOT listed on this form, **NO EXCEPTIONS**. Be prepared to show photo ID.

NAME: _____ RELATIONSHIP: _____ PHONE: _____

NAME: _____ RELATIONSHIP: _____ PHONE: _____

NAME: _____ RELATIONSHIP: _____ PHONE: _____

Please indicate any persons **PROHIBITED** from picking up your child.

Name: _____ Relationship: _____

PLAY Care Release Form

Pleasant Valley Recreation & Park District

Please read the following information carefully. Your signature indicates that you fully understand and agree to abide by the terms of PLAY Care. This form must be signed in order to enroll in the PLAY Care program. The release may not be altered in any way.

Activity Approval

I, the undersigned, grant permission to my child(ren) to participate in PLAY Care activities including but not limited to digital learning, sports, crafts, games, field days, and special events.

Behavior Code

Good behavior is expected at all times. Behavior problems constituting actions harmful to others or disruptive to PLAY Care will be dealt with as follows: First Incident-Verbal warning to the child with a time out session. Second Incident- Parents will be notified. Third Incident- Child will be denied (suspended) from participation in PLAY Care or field trip. PLAY Care and the Pleasant Valley Recreation & Park District reserves the right to expel a PLAY Career immediately for behavior harmful to other PLAY Careers. Unacceptable behavior and/or abusive language by parents or guardian may also result in a child being expelled. No refunds will be issued for missed excursions, activities or expulsion from PLAY Care. I, the undersigned, have read these rules and agree to the terms of PLAY Care's behavior code.

Informed Consent and Release

I, the undersigned, voluntarily participating in the referenced activity, understand that such participation does not establish or imply an employer-employee or an agency relation with Pleasant Valley Recreation & Park District. I acknowledge and agree that some activities may be of a hazardous nature and/or include physical and/or strenuous exercise or activity and understanding this I state that I have no knowledge of any conditions that would prohibit my child from safely participating. Please note: The Pleasant Valley Recreation & Park District does not provide insurance coverage of any kind for your participation. The Pleasant Valley Recreation & Park District strongly recommends that appropriate insurance be obtained by each participant. I, the undersigned, and in the event that undersigned is under 18 years of age, the undersigned's parents or guardian, in consideration of the request and permission to participate in the referenced activity, hereby assume full responsibility for all risk of injury or loss which may result from my participation in this activity and hereby AGREE TO DEFEND, IMDEMNIFY, HOLD HARMLESS, RELEASE AND FOREVER DISCHARGE the Pleasant Valley Recreation & Park District, from any and all acts of negligence and all claims and demands whatsoever, which the undersigned, and third person, or any person acting on their behalf, have or may have against the Pleasant Valley Recreation & Park District, by reason of any accident, illness, injury to or death of any person or persons, or damage to or loss or destruction of any property arising or resulting directly or indirectly from participation in the referenced activity and occurring during said participation, or any time subsequent thereto. The terms of this release will serve as a release and assumption of risk for my heirs, executors and administrators and for all of my family members.

Permission for Medical Treatment & Transport

I, the undersigned, hereby grant the Pleasant Valley Recreation & Park District and agents thereof, permission to summon 911 in the event that myself or my child(ren) require advanced first aid or medical treatment. I further grant permission to transport myself or my child(ren) to another center of advanced care. I grant permission to any and all physicians, surgeons, medical personnel, and emergency medical technicians or paramedics to treat myself or my child(ren) if such treatment is reasonably required.

PLAY Care Hours Policy

PLAY Care Learn hours are from 7:30am-2:30pm Monday through Friday. PLAY Care Extended hours are from 7:00am-6:00pm Monday through Friday. Children must be dropped off at their assigned time. Children must be picked up no later than their assigned time. I understand and agree to pay \$15 for every 15 minutes, or part thereof, that my child(ren) attend(s) PLAY Care beyond these hours. Notice: Under no circumstance may any child be left at the PLAY Care facility unattended. Parents MUST sign children in and out of PLAY Care. I, the undersigned, have read, understand, and agree to abide by the PLAY Care Hours Policy.

Photographic & Video Release

I grant the Pleasant Valley Recreation & Park District at its discretion and free of charge, permission to use still photography or video of myself or my child(ren) participating in District sponsored recreation programs for the purpose of publicizing said programs.

Refund, Credit & Cancellation Policy

I, the undersigned agree to abide by the terms and conditions outlined in the Refund Policy. PLAY Care is nonrefundable unless, camper contracts COVID-19 or PLAY Care is closed. Refunds will be prorated based on the attendance of the child(ren). Parent/Guardians will register for a month at a time and automatically be charged on the Sunday prior to the start of the next week.

Registration Policy

I, the undersigned agree to abide by the terms and conditions outlined in the registration policy. I understand that the Pleasant Valley Recreation & Park District office staff must receive registrations a minimum of five business days in advance in order to qualify for the regular PLAY Care rate to guarantee a space in PLAY Care. I understand that registrations received with less than five business days' notice will be accepted at a higher rate and are subject to availability.

PG Movie Restrictions

G-rated and PG-rated movies are shown at PLAY Care. (PG-13 and R-rated movies are NOT shown.) Please indicate the names of your children who are PROHIBITED from watching PG-rated movies: _____

By signing this, I agree to all terms and conditions outlined in this document and the enrollment packet.

Signature of Parent/ Legal Guardian: _____ **Date:** _____

Pleasant Valley Recreation & Park District

PLAY Care 2020

August 31, 2020-June 18, 2021

AGREEMENT, WAIVER, AND RELEASE

In consideration for being permitted by the District to participate in the above-referenced activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of participation in said activity. This release is intended to discharge in advance the District (including its officers, employees, volunteers, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of active or passive negligence or carelessness on the part of the persons or entities mentioned above.

It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs, administrators, executors, and assigns and that I shall indemnify and hold the District (including its officers, employees, volunteers, and agents) free and harmless from any loss, liability, damage, cost, or expense which may arise out of or connected in any way with my participation in said activity.

Additionally, I fully understand that my participation in the above-referenced activity exposes me to the risk of personal injury, death, communicable diseases, illnesses, viruses, and/or property damage. I hereby acknowledge that I am voluntarily participating in this activity and agree to assume any such risks.

PHOTOGRAPHIC RELEASE: I understand that photographs may be taken during this activity and hereby grant the District permission to use any such photo(s) for advertising or in promotional materials.

PARENTAL/GUARDIAN CONSENT: (to be completed and signed by parent/guardian if Participant is under 18 years of age.)

I hereby consent that my son/daughter, _____, participate in the above-referenced activity, and I hereby execute the above Agreement, Waiver, and Release on his/her behalf. I state that said minor is physically able to participate in said activity. I hereby agree to indemnify and hold the District (including its officers, employees, volunteers, and agents) free and harmless from any loss, liability, damage, cost, or expense which may arise out of or connected in any way with said minor's participation in said activity.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE DISTRICT AND I SIGN IT OF MY FREE WILL.

Signature

Name (Printed)

Date



Sun Protection Policy

PLAY Care 2020/2021

Sun Protection Policy 2020/2021

(up to two children from the SAME HOUSEHOLD may register on this form. FORM MUST BE FULLY COMPLETED.)

Children and Staff spend time indoors and outdoors during our day. Due to extended periods of time outdoors children are exposed to the sun's harmful rays. At PLAY Care we want to work with parents to make sure children are protected at all times. Please read the PLAY Care's Sunscreen Policy as follows:

- It is strongly recommended that all children wear sunscreen with an SPF of at least 15 on all exposed skin (including lips) daily.
- Parents/Legal Guardians are responsible for applying the first heavy layer of sunscreen prior to morning drop off.
- Parents/Legal Guardians are responsible for providing their child(ren), one per child, with enough sunscreen (in a sealed container), labeled with the child(ren)'s first and last name, to take with them for later daily applications.
- In order to assist the PLAY Care Staff, please ensure your child(ren) knows how to apply sunscreen to his/her body. Each child(ren) will be responsible for applying sunscreen, under staff supervision, to his/her skin personally. When necessary a PLAY Care Staff member will verbally assist the child(ren), with areas of exposed skin that are out of reach.
- Children will be reminded to apply sunscreen at least once during each day. If your child(ren) requires sunscreen more often, parents must provide written instructions on how often your child(ren) should apply their own sunscreen.
- It is recommended that children wear proper clothing to prevent sunburns, such as broad brimmed hats, rash guards, and light long sleeve shirts.
- The PLAY Care Staff will make every effort to watch children for sunburns but cannot be responsible for children who have a fair complexion or forget/refuse to apply their sunscreen.
- If, for any reason, child(ren) cannot/will not apply sunscreen, they may not be able to participate in outdoor activities for their own protection.

I verify that I have read, understand, and agree to comply with the PLAY Care Sun Protection Policy. I also understand that if at any time I fail to comply with the policy, my child(ren) may not be allowed to participate in an outdoor activity for their own protection.

Child's Name: _____ Child's Name: _____

Parent/Legal Guardian Printed Name: _____ Date: _____

Parent/Legal Guardian Signed Name: _____ Date: _____

