



Hudson Recreation Department's

# SUMMER PROGRAM



**Location:** Community Center

**Address:** 12 Lions Ave

**Phone :** 603-880-1600

**Website:** [www.hudsonnh.gov/recreation](http://www.hudsonnh.gov/recreation)

**Recreation Director:** Chrissy Peterson

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# TO THE SUMMER PROGRAM!

## WHO AND WHAT WE ARE



The Summer Program is offered by the Hudson, NH Recreation Department and is classified as a Supervised Play Program. As a Supervised Play program, we offer an unstructured summer program, with structure opportunities. *Please note that our program is not an accredited summer camp that offers one on one individual staff support.*

## WHAT IS AN UNSTRUCTURED PROGRAM?



Unstructured play, also known as free play, is a type of play where children have the freedom to choose their activities without guidance or a set of predetermined guidelines from adults or supervisors. It allows children to be spontaneous and explore their environment, make their own decisions, and engage in activities that they find appealing. It provides an open-ended experience where the possibilities are limitless and encourages creativity and imagination.

## IS THIS PROGRAM THE RIGHT FIT FOR MY CHILD?



If your child needs full structure throughout the day, one-on-one assistance, or special accommodations, than we do not recommend our program. If your child enjoys having the option to choose their activities than we strongly encourage you to consider us!

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## WHERE DOES IT TAKE PLACE?



Our Summer Program takes place at the Hudson Community Center, located at 12 Lions Ave, Hudson, NH 03051. Please note that the phone number for the program is **not** the same as the Recreation Department offices.

## WHO CAN ATTEND THE PROGRAM?



The program is offered to both residents and nonresidents, ages six through 8<sup>th</sup> grade. Kids can attend who are 14 only if entering 8<sup>th</sup> grade. Participants **MUST** be the age of six to start the program. Birth Certificates are required for all six year olds. In addition, a valid license is required as a residence verification due to different rates for in town vs out of town participants.

## PARTICIPANT REQUIREMENT



Participants must be fully toilet trained and accident free in order to attend our program. In addition, children must be capable of emotional and behavioral self-control and can consistently play well with other children. We do not provide one on one individual staff support and or special accommodations.



## WHO WORKS AT THE SUMMER PROGRAM?

The Summer Program is one of the Recreation Department's most treasured programs that we offer to the community. The staff includes the Recreation Director, Chrissy Peterson, Administrative Aide, Naomi Busnach, and the seasonally hired summer staff that consist of a Counselors and Counselors in Training. Our staff members are background checked, and CPR/First Aide Certified.



### DATES AND HOURS OF THE PROGRAM

The 2025 program will begin towards the end of June (date is TBA) and concludes on Thursday, August 14, 2025. The program runs Monday through Friday, with the exception to July 4<sup>th</sup> week and the first and last week of the program, from 9:00am-4:00pm. We do offer the option for Before and After Hours Care for an additional fee if needed. *Please see that section for those details.*

### REFUND POLICY

Whether purchasing a full summer program or a ten-day pass, please weigh your options ahead of time. Neither program is transferrable and non-refundable. After the first day of camp, refund requests will not be granted. **Full payment is due at the time of registration.** Refunds will not be given to anyone who registers a child who is not 6 years old or falsifies residency. .



**There are NO Refunds given for Field Trips, lunch option, roller-skating, or Before and After Care due to staffing and vendor prepayment requirements.**

## SEPERATION ANXIETY

### SEPERATION ANXIETY & CALLING HOME POLICY

We are committed to ensuring your child has a fun experience but sometimes it can get tricky for children who have a difficult time being away from their parents and guardians, or require special accommodations.

As a Supervised Play program that does not offer individual support, our staff needs to remain committed to supervising participant play throughout the day.

- Staff will call home if your child is hurt or unwell and feel they should be picked up.
- Staff will work to help manage and eliminate sad participants or ones who have separation anxiety, with limitations.
  - If a participant refuses to return to free play after a twenty-minute period and we need to call home, the child will need to be picked up.
  - If we have to call home more than one time in a day or a week, and or the child needs to be picked up, the child will not be able to return the following day.





- **MEDICAL**

Our Counselors are capable of handling First Aid situations that may arise during the day. We are NOT allowed to dispense any medications without a written note from your doctor. This pertains to bee sting kits, allergy medications, asthma medications, etc. **ALL MEDICATION MUST BE IN THE ORIGINAL PHARMACY DISPENSER WITH THE CHILD'S NAME, DRUG NAME AND DIRECTIONS CLEARLY LABELED.**

- ✓ IF YOUR CHILD HAS ANY MEDICAL PROBLEMS THAT WE SHOULD BE AWARE OF, PLEASE SPEAK TO THE staff.
- ✓ Please note that we **DO NOT** have medical personal on staff and cannot administer injections, beyond an epi-pen.
- ✓ Following the last day of the program, any medications left behind will be disposed of immediately.

- **LUNCH**

Children are required to bring their lunch and snack every day; we do not provide lunch or snacks. No one is allowed to leave the Community Center for lunch unless picked-up by a parent or someone from the approved pickup list. Therefore, it is necessary to bring a lunch. There are no refrigerators for storage, be sure to pack a cold pack with lunches.

- **MONEY**

Children are responsible for taking care of their own money. With over 200 children a day here, we are sure you can understand why we cannot keep track of everyone's money. We suggest that they carry only the money they need for the day. Velcro style change purses, WITH THEIR NAME ON IT, that go around the waist are helpful. Please remind your children to not share money with friends. Do not leave money in lunch bags or keep in side o front bag pockets. Money should be safely secured in their backpack.

- **TELEPHONE**

The direct phone number is 880-1600

- **BACK PACKS, LUNCH BOXES, EXTRA CLOTHING**

Please make sure these items are clearly marked with your child's name. There will be labeled age grouped shelves for daily storage. Items are not locked and are accessible throughout the day near the check-in area.

- **LOST AND FOUND**

Occasionally, someone will lose something. Unless it is money, the items we find lying around will be placed in the lost and found bins. Please check there first if you have lost something. If money is found, it will be kept in the staffs Office until claimed.

- **HUDSON RECREATION T-SHIRTS**

Each child will receive a red shirt when they register, which **must be worn on all field trips**. No child will be permitted to go on a field trip without a red shirt- **No EXCEPTIONS**. Replacement shirts will cost \$10.00 but we have a limited amount and size selection due to cost. *Please note, only one shirt is provided for 10-day pass booklets, regardless of being split between family members.*

- **SUPERVISION/PARENTAL INVOLVEMENT**

All areas of the Community Ctr. that are open to participants are separated into play zones which counselors rotate supervision responsibilities. Drop off and pick up arrangements are at the convenience and discretion of each family. Pick up is no later than 4:00pm unless enrolled 24 hour prior for after care. Parents that stop by during the day are asked to check in at the front desk but are not permitted to walk into the zones. Any serious concerns should be brought to the Summer Program staffs attention.

- **SIGN IN/OUT/ CHILD PICKUP LIST**

All children must be signed in and out to the Summer Program on a daily basis. Parents must sign a separate permission slip for children who will be walking home. Those walkers will not be permitted to leave the Community Center until 4:00pm unless the parent makes the request with the Recreation Director prior.

As a reminder, no one is permitted to pick up or take a child home unless his or her name is noted on the approved “pickup list” on the registration form. This list can be updated throughout the summer.

- **FIELD TRIP OR ACTIVITY REFUND POLICY**

Once you sign up for any field trip or activity, you have a guaranteed spot. If you are a no show or do not choose to attend, there will be no refund or transfer. This is because we have to pay for trips ahead of time so please only sign up for what you plan to attend. If a trip or activity is canceled, money can be transferred to another activity.

- **TEN DAY PASS POLICY**

A ten-day pass may be purchased and used by multiple family siblings or family members in the same household that have all been registered. It cannot be used for non-family members or family members who are not in the same household. Additional passes may be purchased as needed. Ten-day passes are not transferrable to the full summer program purchase.

Please note that you receive one tee-shirt per 10-day pass booklet purchased only.





**DO'S**



**DON'TS**



- Children should be picked up promptly at 4:00pm. **If your child is not picked up by 4:10pm they will automatically be enrolled into After Care and a \$5 fee will be charged, plus a \$1 a minute late fee after 4pm.** Your child will not be allowed on any field trips or to return to the program until the balance is paid.
- **CELL PHONE / ELECTRONICS POLICY** -Children are permitted to bring cell phones/Electronics to the Summer Program; **however, devices will need to be checked in upon arrival.** Phones can be checked out when needed to place a call, and can only be used in designated areas and must be returned to check-in immediately after use. Children should be advised to keep cell phone use to a minimum while attending the program. Any phone that is not checked in will be checked in upon discovery. Anyone not willing to check in phone must leave phone at home or parent will be called to pick up.
- There is absolutely no bike riding, skateboarding or rollerblading allowed on the grounds of the Community Center. Bikes and skateboards must be parked and locked in the bike rack and left there while attending the program.
- Under **NO CIRCUMSTANCES** do we allow any foul language, poor sportsmanship, fighting or unfriendly behavior. All participants are expected to conduct themselves in a proper manner and treat others with kindness and respect. Children who cannot abide by the policy will not be allowed to continue in our program. This includes being physical and verbal.
- T-shirts or other articles of clothing that display unacceptable language or inappropriate behavior are not allowed to be worn during Summer Program activities.
- It is mandatory to wear the red Rec T-shirt on field trip days. Participants will not be permitted on the field trip without their shirt. Not mandatory to wear roller-skating as we rent out the facility.
- Bringing toys and items from home is not advised. Personal items run the risk of damage, getting lost, and or children fighting over them. We prefer personal items remain at home.
- Musical equipment is not permitted with the exception to the Talent Show.

CODE OF CONDUCT



Please see our Code of Conduct page for expectations and potential disciplinary actions.



In addition to our regular hours, we offer Before and After Care from 8:00am-9:00am and 4:00pm-5:00pm for a fee of \$5 per child, per session (morning \$5, afternoon \$5), per day.

- Before Care -offered Monday -Friday for \$5 a day, per child
- After Care - offered Monday – Thursday. for \$5 a day, per child

*The children will be supervised in a relaxed atmosphere. There will be drawing, coloring, chatting, etc. The program will not be open for regular activities during these sessions.*

### How do I sign up for Before and After Care?

In order to sign up, you must fill out a permission slip with payment (cash or check), and it must be turned in by 4pm the business day before that care is needed.

For every minute you are late picking up in after care, a \$1 a minute late charge will be assessed.

*As a reminder, refunds cannot be given for canceled or no shows.*



Typically, once a week we will provide the participants the opportunity and option to travel to a special place for the day. We will often post two different field trips on the same day, one for children 11 and under, and the other for children 11 and over. *Please note that 11 year olds have the opportunity to select which trip to go on.*

- Trip signups will be made available from the program kick off date; unless a prior, opportunity is made, to the deadline date, unless the trip fills up early. **Most trips fill early.**
- Deadline to register for a Thursday field trip is by the MONDAY prior, unless it fills before that.
- All signups are taken in person only as they are first come first serve. Payment (cash or check) and waiver must go hand in hand at the time of trip registering by 4pm the Monday before the trip.
- It is mandatory for participants to wear their red Rec shirt the day of the trip. Each fulltime participant will receive one shirt when registering but parents can purchase a 2<sup>nd</sup> shirt for \$10 while supplies last. Please note, if a child does not have their red shirt, they cannot attend the field trip. It is critical to not forget to wear it.
- Because space is limited on trips and we have to meet the vendor's prepayment deadlines, refunds are NOT given under any circumstances, this includes but is not limited to; illness, failure to wear a red shirt, missing the bus etc.
- Per our policy, participants CANNOT be dropped off or picked up at a field trip location. Attendees are required to ride the bus to and from the Community Center.
- Children will be placed into groups based on their age. Special requests must be made a week prior.

## ROLLER SKATING DR.

On many Tuesdays (some Thursdays), participants will have the option to go to Roller Kingdom in Tyngsboro, MA, which is reserved just for Hudson Rec. The cost of this trip is \$10.00 per child, which includes transportation, admission and skate rental. *Roller blades are available at the rink for an additional cost of \$3.00.*

- We leave the Community Center at approximately 10am and return at approximately 2:45pm. Children have the option of bringing a bag lunch or they may buy food at the rink. If a bag lunch is brought, please make sure the bag has the child's name on it.
- ALL MONEY FOR ROLLER-SKATING MUST BE IN BY 4PM FRIDAY, THE WEEK PRIOR unless it fills earlier. Roller skating trips are limited to the first 200 children signed-up. Additionally, roller skating trips can be signed up for in advance for various weeks or the whole summer.
- As a reminder, no refunds if a child does not attend.
- There will be no pickup or drop-offs at Roller Kingdom - **NO EXCEPTIONS.**



Although Participants are required to bring a bagged lunch, snack, and drink each day they attend the program, Wednesdays they will have the option to purchase a lunch.

✚ Deadline to sign up for lunch is by 4pm, Monday the week of. Please note you will be able to sign up ahead of time if you would like to and for the duration of the program.

✚ Lunch options will be noted on our summer calendar and can include pizza day, subs, hotdogs and hamburgers, breakfast for lunch, etc.

- ✚ Lunch option fee is \$10 and can be paid cash or check. Payment is required at the time of registering for the specific lunch date.



Monday, Wednesday and Friday the General Store will be open 11am – 11:45am in addition to other times. Soda,, juices, water, chips, freeze pops, candy bars and assorted snacks will be on sale at a reasonable price by our staff.



Specialty ice cream is purchased and sold for a very reasonable price at 2pm on Mondays & Wednesdays, and 3pm on Tuesdays & Thursdays. Anyone interested in purchasing ice-cream should pack cash on those days.



Primarily every Tuesday from 1:30pm to 3:30pm there will be movies played on a big screen. The building will be open at this time for those who want to watch one of the movies from our great selection. Kids will vote on the movie.





Friday will be Theme Day. Several events will be held during the day based on that day's theme. Children and staff are encouraged to dress for the theme. Information will be put in the weekly newsletter.



Watch for announcements each week for our Lip Sync battles! This is so much fun for the participants and the staff!



Every Thursday we put out a newsletter that highlights upcoming events, trips and important information concerning contests. There is always so much going on each day and each week that you do not want to miss out on anything. **THIS IS WHERE YOU WILL FIND PERMISSION SLIPS FOR THE NEXT TRIP**, so do not forget to grab your weekly NEWSLETTER or visit our website, [www.hudsonnh.gov/recreation](http://www.hudsonnh.gov/recreation)



Although our program will provide structured activities throughout the day, we allow the participants the freedom to decide how they spend their time here. Below you will see some of the zones, sections and activities available to the participants on a daily basis.



#### ARTS & CRAFTS

The Arts & Craft coordinator has fun and exciting activities planned twice every day. Arts and crafts sessions are held at approximately 10:30am and 2:30pm. Different things are done each session and sometimes will coincide with other activities.



#### IMAGINATION CENTER

We have a large area setup indoors that gives children room to use their imagination! This area includes dollhouses, blocks, a children kitchenette, matchbox car and truck area, etc.

### **LEGO TABLE**

We have a very large selection of Legos for the children to play with and show their creativity.



### **TABLE TENNIS, AIR HOCKEY, FOOSBALL, SHUFFLE BOARD & POOL**

These are available inside the building. We ask that the equipment be used with care so that it is available for others to use after you.



### **POOL TABLE**

Two pool tables are available for use inside the Community Center by those 10 years of age or older. A sign-up sheet by the table will be posted each day so that you can have a turn at the game. Please remember to play respectfully. No one is allowed to sit on the pool tables. No food or drinks are allowed near the tables.



### **FOUR SQUARE GAMES**

One of the popular regular daily happenings. We have lots of them! If you don't know how to play, ask a Counselor. Get in line and enjoy the game. Counselors may choose to designate a square for certain periods of time for a specified age group to make play fair and fun!



### **TETHERBALL AND VOLLEYBALL**

Challenge a friend or a group to a game and have some fun!



### **BASKETBALL HOOPS**

Knock-Out is always a favorite activity. Join in the fun; get a game of one-on-one or two-on-two going. There will be one full outdoor court outside.



### **DODGEBALL, KICKBALL, BASEBALL, WIFFLEBALL, SOCCER AND CAPTURE THE FLAG**

These games will be played on Mondays and Wednesdays at designated times at the H.O. Smith field. Check the calendar for times. If there is something you want to play and don't see it ask a counselor to play!



### **FUN TOYS**

Looking for some mild exercise? We have hula-hoops, jump ropes, nerf balls, frisbees and more. Practice because we often run contests!



### **FREEZEPOPS AND TEENIES**

We sell these twice daily at 10:00 and 2:00 for just 50 cents each.

Freezeps and teenies must be enjoyed outside and not brought into the building



### **BOARD GAMES**

A great way to spend some quiet time with a friend. We have games that every age group will enjoy. These are all available to be signed out from counselors. Please respect the games, and put the pieces back so they last a long time.



# SUMMER PROGRAM



The Recreation Department is committed to providing a safe, enjoyable, and respectful environment for everyone. In order to maintain a positive environment, our participants are expected to follow the code of conduct below at all times. Parents/guardians and participant are responsible for reviewing and following these expectations.

1. Abide by all of the Summer Program's policies and procedures. Listen and cooperate with staff.
2. Demonstrate respect in speech and actions for all people, facilities, and program rules. Program disruption will not be tolerated.
3. Bullying, fighting, threatening and any other kind of inappropriate language and/or behavior is prohibited. This includes teasing, exclusion and harassment.
4. Be responsible for my belongings, agree to respect other participants belongings and privacy, and must take care of any and all Recreation equipment and items that they use. Damage and/ or misuse of Recreation property or equipment is prohibited.
5. Keep my hands to myself and maintain appropriate boundaries by avoiding any physical violence, play fighting, or pranks. Conduct that is or could be considered harmful to yourself, fellow campers, and/or program staff is prohibited.
6. Be a good sport and play fair. Stay within specified Rec areas and property at all times. Represent yourself, the program, and the community well by following directions and engaging in appropriate behavior when participating in field trips and other travel opportunities.
7. Be prepared for the day; proper clothing, shoes, sunscreen, bringing a water bottle, snacks and lunch. Label all personal belongings including water bottle, lunchbox, and red rec t-shirt tag.
8. Refrain from unsafe or harmful behaviors towards myself and others, including self-harm.
9. On field trip days, participants must wear their rec red t-shirt to go on all field trips and understand that the option to purchase an "extra" t-shirts are limited.

**Violation of these guidelines, or any other inappropriate and/or unsafe behavior, will result in disciplinary action, up to and including dismissal from the program. Disciplinary action will be determined on a case-by-case basis.**

1. First time a child's name is on the warning list, following a verbal warning, the parents will be notified.
2. Second time a child's name is put on the warning list the parents are notified and the child will not attend the Summer Program the following day and or the next outing.
3. Third time a child's name is put on the warning list he/she is expelled from the Summer Program.
4. Refunds will not be given to expelled participants under any circumstance.



Every  
Summer  
has a  
story



LET'S MAKE

MEMORIES

Together



Town of Hudson Recreation Department



@hudsonhrecreration

