



**PARKS &
RECREATION**
LINCOLN CITY



RECREATION. EDUCATION. COMMUNITY.

**RECKIDS
AFTERSCHOOL
PROGRAM**

Oceanlake Elementary School

***Monday, Tuesday, Thursday, Friday: 3:00 PM - 5:30 PM**

Wednesday: 2:30 PM - 5:30 pm

Grades K-6

Pre-Registration is Required

Afternoon snack is provided

To register, call 541-364-1171 starting Thursday, August 5th

Contact us:

Facebook:

www.facebook.com/LincolnCityParksandRecreation

Phone: 541-557-1137 | RECKids Phone: 541-364-1171

E-mail: shohenberger@lincolncity.org

Website: www.lincolncity.org/parksandrec

Community Center Phone: 541-994-2131





Dear RECKids Afterschool Program Parents and Guardians,

Welcome to RECKids! We are very excited to have the opportunity to serve you and your children. RECKids is available to serve youth during the School-Year, on most Non-School days, Spring Break, Winter Break, and during the summer.

The RECKids Adventures schedule includes:

- Daily Physical Activity in the Gym or Outdoors for a minimum of 30 minutes, daily
- Daily Homework, Reading, Writing, and Math Time
- Daily Games, Crafts, and Social Time
- Weekly Team-Building Activities
- Weekly S.T.E.M. Activity
- Weekly Music Activity

RECKids Statement of Purpose:

The R.E.C. in ReckKids stands for Recreation, Education, and Community. The purpose of RECKids Afterschool Program is to serve the school and the community population by providing quality educational, recreational and social programs for students. The program is available to students in grades K-6. RECKids Afterschool Program stimulates students' social, physical, and intellectual abilities through participation in activities with their school peers. The safety and security of children during afterschool hours is the primary purpose of the program.

RECKids Afterschool Program Goals:

- To provide quality enrichment activities.
- To provide students a structured and safe environment that stresses responsible behavior, respect for others, and positive attitudes.
- To provide a caring and knowledgeable staff who will interact with the students in group and individual situations.
- To provide communication with parents regarding their children's general well-being.

Program Information:

- RecKids Afterschool Program is:
 - available for children in grades K-6.
 - available all regular school days and most non-school days (except legal holidays).
 - available 2:00 – 5:30 Monday, Tuesday, Thursday, Friday
 - available 1:30 – 5:30 Wednesday
 - is available on most Non-School Days, Spring Break, and Winter Break

Registration

- Monthly Pre-Registration and payment is required in advance for All RECKids Programs
- Weekly registration is only available for Spring Break Camp, Winter Break Camp, and RecKids Summer Adventure Camps.
- Please notify Sara Hohenberger (541-364-1171) or the Lincoln City Community Center 541-994-2131 if your child will not attend the program on a regularly scheduled day.
- Please see the refund policy on page 6.

Rates and Fees

- \$1,710 Per Child (\$1,998 Non-Resident) for the entire school year. This amount can be made in 9 monthly payments and doesn't include Winter Break or Spring Break.
- Winter Break \$205 (\$239 Non-Resident)
- Spring Break \$147 (\$171 Non-Resident)
- **Payment is required before your child attends any RECKids Program.**

RECKids Policies

Meals

Afternoon Snack is provided at 3:30 PM each day. Meals are not provided on Non-School Days.

Allergies and Medications

If your child has severe allergies, may need an epi-pen, or needs to take medicine while in our program, please indicate this on your registration form. Please know we are very familiar with these needs and will make every effort to ensure that your privacy is protected and that your child avoids any potential complications due to allergies or medication requirements.

Parent-Rec Leader Communication

Regular communication with your child's Rec Leader is essential to a successful afterschool experience. The child benefits most when both the instructor and parent make their best

efforts to have open communication. Newsletters, e-mails, and Remind updates are tools that staff use to update families on themes, special events, requests for recycled goods, etc. Instructors do not always have time for extended conversations at pick-up but are happy to schedule separate meeting times when needed. Always let your child's Rec Leader know if there is a problem or situation that needs immediate attention.

Ill Child

RECKids follows the same guidelines as Lincoln County School District. We believe the first consideration should always be for the comfort of the child, even if their symptoms do not exactly fall into these categories. If you believe your child has the cold or flu, they should stay home and rest.

If your child shows any of the following symptoms, they may not attend RECKids Afternoon Adventures:

- Diarrhea
- Fever greater than 100.5 degrees
- Severe Coughing
- Severely runny nose
- Vomiting
- Shortness of breath
- Yellow color to the skin or eyes, dark urine, or light-colored stool
- Skin/eye lesions or rashes which are severe, including chicken pox
- Whites of the eyes are severely red; indicative of pink eye
- Evidence of lice

If students attend the program and we notice any of these symptoms, we will contact a parent to pick up their child. Students should stay home until these symptoms cease and must be symptom free for 24 hours before they return to the program.

Student Behavior and Expectations

Our program strives to meet the needs of all children without ignoring the demands of any one individual. It is necessary in organizing and maintaining a large group of students to set limitations or guidelines within which any member can function. It is our goal to help a child develop self-control as well as respect for the rights of others in our program.

When handling student behavior concerns, these are the steps that we will follow:

- First Time: Reasoning/reminder of the rules
- Second Time: Child asked to take a break
- Third Time: Parent/guardian contacted to pick up child for the day

If safety is a concern, the program coordinator may choose to move beyond the first two steps immediately.

If your child has difficulty meeting our behavior expectations regularly, the following protocol will be implemented:

1. A meeting will be scheduled between parents/guardians, after-school staff, and the recreation manager to discuss expectations and create a student action plan. This is a customized plan intended to support both the student and others in the program. At least one follow-up meeting will be scheduled.
2. If a child continues to have difficulty meeting expectations, a second meeting will be scheduled between staff and parents to discuss other options of support.
3. If behavior issues continue, the child will be removed from the program.

If safety is a concern, the program coordinator may choose to move beyond the first two steps immediately.

Cell Phone Use

We understand that some children in our program have personal cell phones. We expect that cell phones are turned off, or switched to silent, and kept in your child's backpack while they are in our program. If you need to get in contact with your child while they are in our program, please contact ReckKids.

Lincoln City Parks & Recreation Staff Code of Conduct

- Be safe, for the benefit of yourself and everyone else
- Dress appropriately for public places.
- Follow all rules described or posted
- Clean up after themselves.
- Provide a good role model for others, especially children and youth.
- Respect confidentiality about patrons and employees.
- Respect other persons, equipment, supplies, and facilities.
- Watch children in unsupervised areas.

Emergency Drills

Rec Leaders will be working with children year-round on monthly safety drills and evacuation procedures. Drills will include the following five components: fire, earthquake, lock-down,

lockout, and environmental hazards. Parents will be notified via Remind as well as a parent letter prior to any emergency drill.

Medical Emergencies

In the case of life-threatening emergencies, a member of our staff will immediately call 911 and, if needed, administer first aid and CPR. We will notify you as soon as possible. If you cannot be reached, your designated emergency contact will be notified. If transportation to the hospital is needed, a staff member will accompany your child and will stay with your child until you arrive. We will utilize your chosen hospital if possible. For minor emergencies and injuries, there will always be a staff person on duty who is trained in first aid and CPR and will administer as needed. A staff member will then contact you to come and care for your child if additional care is needed.

Child Abuse Reporting

All Lincoln City Parks & Recreation Employees are mandatory reporters. We are required by law to report immediately to the police or Child Service Division any instance when there is reason to suspect the occurrence of physical, sexual, or emotional abuse, child neglect, or exploitation.

Photo Policy

Lincoln City Parks & Recreation reserves the right to photograph classes, programs, and participants at any of our facilities and properties or any sponsored activity. Please be aware that these photos are for promotional purposes and may be used in future publications and media communications in any format. If you do not wish to be photographed, please let us know. If you see a photo of yourself or a family member that causes you concern, please notify us. As a courtesy, we will make every reasonable effort to dispose of the image, and will not use it in future publications. However, we will not be able to retrieve, destroy, or discontinue existing printed publications in which the photograph may have been included.

Inclement Weather Policy

- If Lincoln County School District has late openings, we will continue with the regularly scheduled RecKids AfterSchool Program.
- If Lincoln County School District closes for inclement weather, RecKids ASP will be canceled all day.
- If inclement weather occurs later in the day, for safety purposes, it is the discretion of the Recreation Manager to close RecKids ASP or RecKids Adventure Camps early. This will be noted on our Facebook Page and parents will be contacted.

- If inclement weather falls on the weekend or non-school day, please call 541-994-2131, Refunds are not given due to inclement weather.

Refund Policy

Refunds or credits are granted if we are notified seven days prior to the beginning of the program. Program fees are not refunded/prorated for participants who miss portions of programs or due to inclement weather.

RecKids Camp Schedule 2021-2022:

- **Winter Break:** December 20th, 21st, 22nd, 27th, 28th, 29th, 30th
- **Spring Break:** March 21st – 25th

Reckids Afterschool Program is closed on the following legal holidays for the 2021-2022 School Year:

- Labor Day: Monday, September 6th
- Veteran’s Day: Thursday, November 11th
- Thanksgiving: Thursday November 26th, Friday November 27th
- Christmas: Thursday December 23th, Friday December 24th
- New Year’s Eve: Friday, December 31st
- Martin Luther King Jr. Day: Monday, January 17th
- President’s Day: Monday, February 21st
- Memorial Day: Monday, May 30th

Contact Info:

Recreation Coordinator (Sara Hohenberger): 541-364-1171; shohenberger@lincolncity.org

Recreation Manager (Raleigh Bartholomew): 541-921-2768; rbartholomew@lincolncity.org

Community Center Phone: 541-994-2131

Remind App: Class Name: RECKids ASP; Class Code: @reckidsasp