



ROUDENBUSH SCHOOL AGE CHILDREN'S CENTER

65 Main Street Westford, MA 01886 978- 496-1707



SUMMER ADVENTURES 2023



CHECKLIST AND REGISTRATION CONTRACTS SHOULD BE COMPLETED 2 WEEKS PRIOR TO YOUR CHILD'S START DATE
ALL FORMS ARE REQUIRED AND MUST BE COMPLETED IN THEIR ENTIRETY

Summer Adventures 2023 Registration Checklist:

- ☐ Roudenbush School Age Summer Adventures 2023 Registration Forms
 - ✓ Client Info - Emergency Contacts/Transportation/Child Release Consent - Policy Agreement form
 - ✓ Program Choice form with payment
 - ✓ Sunscreen Application Permission - Walking Field Trip Permission – Photo Permission form
NOTE: Sunscreen is required, labeled with child's name, to stay at the program.
 - ✓ Proof of physical exam within 1 year of child's start date (in addition to copies filed from the school year)
- ☐ Event permission slips and payment must be turned in prior to the scheduled event
 - ✓ Non-refundable

field trip prices scheduled to change based upon bus prices
- ☐ \$25.00 non-refundable registration fee (per family) by check made payable to TRCCI
- ☐ \$15.00 *required* t-shirt fee for program shirt to be worn on field trips

NOTE: Full Payment is due upon registration. Registration packets that are incomplete or missing required paperwork will be returned and enrollment will not be effective until completed.



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CLIENT INFORMATION

Child's Name:	Age:	DOB:
Address:	Phone:	
Mother/Guardian:	Cell Phone:	
Father/Guardian:	Cell Phone:	
Email address for billing and correspondence:		
LIST ANY ALLERGIES, SEIZURES, CONDITIONS OR MEDICAL INFO (INDIVIDUAL HEALTH CARE PLAN MAY APPLY)*:		

*If your child is on an individualized Education Plan (IEP) or a 504 plan during the school year, it is beneficial for your child to let the program director know, so that the staff can better assist your child throughout the summer

EMERGENCY CONTACTS – TRANSPORTATION PLAN - CHILD RELEASE CONSENT

EMERGENCY CONTACTS AVAILABLE WITHIN APPROXIMATELY 30 MINUTES IF PARENT/GUARDIAN CANNOT BE REACHED

#1 Name	Relationship	Address
Phone Numbers		
#2 Name	Relationship	Address
Phone Numbers		
#3 Name	Relationship	Address
Phone Numbers		

By signing below, I authorize staff at Roudenbush Children's Center who is trained in the basics of First Aid / CPR to give my child First Aid / CPR when appropriate. I understand that every effort will be made to contact me in the event of an emergency requiring medical attention for my child. However, if a parent or legal guardian cannot be reached, I hereby authorize the program to release my child to one of the emergency contacts listed above or transport my child to the nearest medical care facility or to my preferred hospital listed above and to secure necessary medical treatment for my child. I also give permission to the physician selected by the school to hospitalize, secure proper treatment for, and to order injection, anesthesia, or surgery for my child as indicated. I will accept responsibility for any expenses incurred in handling this emergency care.

TRANSPORTATION PLAN & CHILD RELEASE CONSENT (Place a mark next to appropriate ARRIVE/DEPART selections below.)

My child will ARRIVE at program by ___ PARENT ___ OTHER. My child will DEPART program by ___ PARENT ___ OTHER.

RELEASE CONSENT: In the event that I cannot pick up my child for any reason, by signing below, I hereby authorize The Roudenbush Children's Center to release my child to individuals listed on my emergency contacts above (photo ID required).

POLICY AGREEMENT - REGISTRATION/CANCELLATIONS/CHANGES/WITHDRAWALS/TUITION REFUNDS

- Registration Fee:** Non-refundable \$25.00 registration fee per family.
- Registration Discount:** Register and pay for 6-plus full weeks (5 days a week) and receive 5% off the weekly fee (excluding add-ons).
- Sibling Discount:** Siblings receive a discount of 10%.
- Cancellations:** No cancellations will be allowed once your child is registered.
- Changes:** Changes may be made if space is available. All change requests must be made in writing and submitted at least 2 weeks in advance. Changes must be more or equal to the original cost.
- Tuition Refunds:** There will be no refunds or credits once the program begins. There will be no refunds based upon illness, inclement weather closing, vacations or other legitimate conditions beyond the control of the School Age Program or The Roudenbush Community Center.
- Field Trips/Events:** Field trips must be paid for in full the week prior to the scheduled event and are non-refundable. The Program reserves the right to change field trips depending upon attendance for each week as well as weather. Parents will be notified of field trip changes by email and postings. In the event that a field trip is cancelled the morning of its intended date, parents will be notified by postings, teachers or phone calls. **Field Trip participation is required for children enrolled on Field Trip days.**

By signing below, I acknowledge that I have read the consent to policy agreement above and will review the R.C.C Parent Handbook at Roudenbush.org; School Age tab, and agree to its terms and conditions that apply.

Parent/Guardian Signature _____ Date _____

Program Director Signature _____ Date _____



65 Main Street, Westford MA 01866, 978-496-1707 x107

PLEASE CIRCLE YOUR PROGRAM CHOICE, DAYS ATTENDING AND WEEKS

CIRCLE PROGRAM CHOICE			CIRCLE DAYS ATTENDING	CIRCLE EACH WEEK ENROLLING
Available Hours	# of Days	Weekly Price	<small>DAYS SELECTED MUST REMAIN THE SAME THROUGHOUT THE SUMMER</small>	<small>5% DISCOUNT ON 6+ WEEKS FOR CHILDREN ENROLLED 5 DAYS A WEEK</small>
8:00 – 5:00	5 Days	\$385	M T W T H F	WEEK 1 2 3 4 5 6 7 8 9 10
	4 Days	\$360		
	3 Days	\$275		
	2 Days	\$200		
WEEKS 1,3 & 10 ARE PRORATED			TOTAL TUITION > \$ _____ <i>Transfer to box C. Discounts will be applied in box D.</i>	

Themes and Activities Planned

WK	DATES	THEME	EVENTS		COST
1	June 19 th -23 rd Closed Monday June 19 th	Aloha, Summer!	Team Building Group Activities	In House Event: Ice Cream Social Thursday	FREE
2	June 26 th -30 th	Sports Fun	Indoor & Outdoor Sports	Bus Field Trip: Great Brook Farm Thursday	\$25.00
3	July 3 rd -7 th Closed Tuesday July 4 th	Party in the USA	Celebrating USA	In House Event: Cookout for lunch on Friday	FREE
4	July 10 th -14 th	Rainforest Adventures	Learn about the Rainforest through fun activities and crafts	Bus Field Trip: Southwick Zoo TBD	\$35.00
5	July 17 th -21 st	Superheroes	Dress-Up Day and Parade to Town Common Police & Fire Department Visits	In House Event: Face Escapes Face Painting Friday	FREE
6	July 24 th -28 th	Holidays in July	Celebrating any and all Holidays!	In House Events: Animal Adventures Wednesday Kona Ice Friday	Animal- \$15.00 Kona: \$10.00
7	July 31 st -August 4 th	Nothing but Nature	Nature walks, and scavenger hunts	Bus Field Trip: Ecotarium Wednesday	\$40.00
8	August 7 th -11 th	Splashtacular	Everything Water all Week	Bus Field Trip: One Stop Fun Gym Mania & Pool Date TBD	\$35.00
9	August 14 th -18 th	Under the Big Top	Circus Meets Carnival	In House Events: Kona Ice Thursday Carnival games Friday	Kona: \$10.00 Carnival: Free
10	August 21 st -25 th Closed Friday August 25 th	Spirit Week	Summer Goodbyes and Fun!	In House Events: Spirt Week FUN each day	Free

CHILD'S NAME _____

DOB _____

Parent/Guardian Signature _____

Date _____

FOR BUSINESS OFFICE USE ONLY

A	\$25.00 Registration Fee	\$
B	Summer Tuition \$ _____	\$
C	Discounts applied _____ Sibling _____ 6+ FULL weeks (adding unscheduled days will not be discounted)	\$
D	\$15.00 T-Shirt Fee	\$
E	_____ CHECK IN FULL: CHECK # _____	Balance Due \$



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CHILD'S NAME _____ DOB _____

SUNSCREEN APPLICATION PERMISSION

- ☐ REQUIRED - I agree to apply sunscreen in the morning before my child comes to the Roudenbush School Age Program. The Program staff only applies sunscreen in the afternoon.
- ☐ REQUIRED - I will provide (brand name) _____ sunscreen labeled with my child's full name, and I give permission for my child and School Age Staff to apply this sunscreen to my child in the afternoon. Please provide each child with their own sunscreen even if they are siblings.

WALKING FIELD TRIP PERMISSION

EXTRA STAFF AND MOBILE DEVICES WILL BE PRESENT

MY CHILD has my permission to walk with his/her classroom to the following locations (check all that apply):

- ☐ Fletcher Public Library ☐ Town Common ☐ Westford Police Station
- ☐ Location within 1 mile radius of The Roudenbush Community Center

PARENT/GUARDIAN WILL BE NOTIFIED IN ADVANCE THROUGH PROGRAM POSTINGS OF A WALKING FIELD TRIP

PHOTO PERMISSION

(Please initial all that apply.)

I do NOT give permission for my child to be photographed _____
I give permission for photos of my child to be used for in-house use _____

Photos will NOT be shared with the public

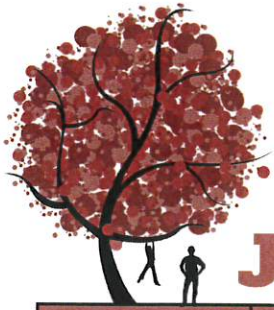
I give permission for photos of my child to be released _____

For publicity purposes such as Roudenbush newsletters, brochures, flyers, or to be shared via classroom emails to parents
(NO NAME WILL EVER BE POSTED ALONGSIDE A PHOTO)

I UNDERSTAND THAT THIS PACKET BECOMES A PERMANENT PART OF MY CHILD'S FILE AND MY SIGNATURE BELOW INDICATES THAT I HAVE COMPLETED ALL REQUIRED INFORMATION TO THE BEST OF MY KNOWLEDGE.

Parent/Guardian Signature


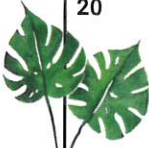



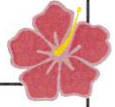






Date
















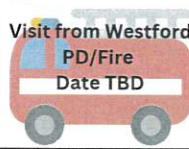









Summer Adventures

Roudenbush School Age Children's Center

JUNE


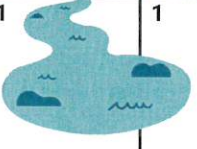


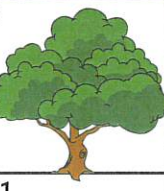

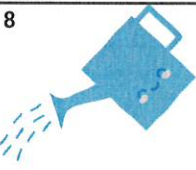











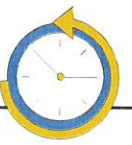


Week & Theme	MON	TUES	WED	THURS	FRI
 Week 1: Aloha, Summer!	19 CLOSED 	20 	21 	22 Ice Cream Social 1PM 	
 Week 2: Sports Fun	26 	27 	28 	29 Great Brook Farm 	30 

JULY

Week & Theme	MON	TUES	WED	THURS	FRI
 Week 3: Party in the USA	3 	4 CLOSED 4th of July	5 	6 	7 Cookout 12PM 
 Week 4: Rainforest Adventures	10 	11 	12 Zoo Date TBD 	13 	14 
 Week 5: Superheros	17 	18 Visit from Westford PD/Fire Date TBD 	19 	20 	21 Face Escapes Face Painting 1-2 
 Week 6: Holiday in July	24 HAPPY DIWALI 	 DÍA DE MUERTOS	26 Animal Adventures 1:00-2:00 	27 	28 KONA ICE 2PM 

Turn over to
see August

AUGUST

Week & Theme	MON	TUES	WED	THURS	FRI
 Week 7: Nothing but Nature	July 31 	1 	2  Ecotarium	3	4 
Week 8: Splashtacular 	7	8 	9  One-Stop Fun Date TBD	10 	11
Week 9: Under the Big Top 	14 	15 Duck Hunt 	16 	17  KONA ICE 2PM	18  Carnival Games 2:00PM
Week 10: Spirit Week 	21 Crazy Hair	22  Sports 	23 Blast from the Past 	24  Tie Dye + Color War 	25 CLOSED

SUMMER ADVENTURES 2023 WEEKLY THEMES:

Week 1 Aloha Summer!: Say, ALOHA to Summer! This week is all about welcoming campers to Roudenbush's Summer Adventures. Good, positive, welcoming vibes this week as we explore some Hawaiian traditions! **CLOSED on Monday** **In House: Ice cream social on Thursday**

Week 2 Sports Fun: GAME ON! This week is all about indoor and outdoor sports. Basketball, soccer, football, gym games, and more! Our goal is for campers to try familiar and new sports. Wear your favorite athlete or team jersey throughout the week! **Bus Field Trip: Great Brook Farm on Thursday**

Week 3 Party in the USA: Need we say more? This week we will be celebrating United States of America. Dress in red, white, and blue this week! We will be celebrating the USA by doing fun crafts, games, reading books, etc. USA! USA! USA! **In house: Cookout on Friday (burgers, veggie burgers, hot dogs)** **CLOSED on Tuesday**

Week 4 Rainforest Adventures: We will be learning about so many animals this week through crafts, books, and a visit to the zoo! Bring your favorite stuffed animal on Friday (*1 only*) and be prepared for an all-out animal week! **Bus Field trip: Southwick Zoo Date: TBD**

BYOStuffed animal on Friday

Week 5 Superheroes: Calling all aspiring heroes! Learn what it takes to be a hero. We need your help to fight off villains by leading and creating strategies to protect Roudenbush! Dress as your favorite superhero (fictional or nonfictional) throughout the week, especially Friday! This week we will learn about fictional superheroes and real-life heroes we hear about every day. **IN HOUSE VISIT: Police/Firefighter date TBD, Parade to Town Common date TBD Face Escapes Friday**

Week 6 Holiday in July: Bring on a week of holiday cheer! This week we will celebrate any, and all, holidays! Missing a holiday that happens during winter? We will recreate it this week! We welcome all holidays and encourage you to dress as you would for a holiday you celebrate! We can't wait to see all your holiday outfits this week! **In house trip: Animal Adventures on Wednesday and Kona Ice on Friday**

Week 7 Nothing but Nature: We will be outside for most of this week exploring nature! Inside we will learn about nature by doing crafts and games. **Bus Field Trip: EcoTarium on Wednesday**

Week 8 SPLASH-tacular: Welcome to the splash zone! Endless uses of H2O this week! Please make sure your camper has a bathing suit and extra pair of clothes this week! Each camper must have water shoes to participate in AND a pair of sneakers to change into after. **Field trip: One Stop Fun (1 hour in gym mania and 1 hour in pool, 2 separate groups, 4 hours total) Date TBD**

Week 9 Under the Big Top: No clownin' around here! Get ready for everything circus this week! Face painting, carnival games, and more! **In house: Kona ice Thursday, carnival games on Friday**

Week 10 Spirit Week: Activate those spirit fingers!! **Monday: Crazy Hair- the crazier the better!** **Tuesday: Sports Day:** dress like your favorite athlete or team. **Wednesday: Blast from the Past- All decades welcome here!** Show us how you would dress during a decade. Hint: Ask your parents how they used to dress! **Thursday: Tie-Dye & Color War.** We will make tie-dye throughout the summer. Now is the time to go all out! Towards the end of the day, we will have a "Color War" using colored powder. Your child WILL get messy! **FRIDAY: CLOSED, HAVE A GREAT SCHOOL YEAR!**