

Middle School Parks

Summer 2025

Week 1: June 30-July 3

6/30: Woburn Boys & Girls Club open swim → Woburn Village, Woburn, MA

7/1: Singing Beach, Manchester-by-the-Sea, MA

7/2: Canobie Park, Salem, NH (long trip)

7/3: Kimball Farm, Westford, MA

Welcome!

Hi everyone! We at Middle School Parks pride ourselves on running a program that promotes kids having fun together, being active and interactive throughout the summer, and learning about responsibility and individuality along the way. We start each day at Fox Hill School (the playground, as we don't have access to the school's interior), and we'll be going on field trips every day this summer with these primary goals in mind! As long as participants can be kind to one another and follow the rules and expectations set by staff, we have no doubt that this summer will be one to remember!

We always have participants' best interests in mind when it comes to planning our program. Whether that be field trips or activities at the park, everyone at MSP will always have something fun available for them.

The Cast:

Director: Ryan Morey Email: Middleschoolparksburlington@gmail.com Phone: 617-652-0448

Staff: Caroline Sciarratta, Allison Illidge, Josh Parkin, Leah Marshall, Cooper Visco

Drop-Off Procedure

Program hours are 9:00am-3:00pm, with the exception of the trip in the middle of the week, where we have longer trips and hours will be **9:00am-5:00pm** this week. Please check the weekly calendar to confirm long trip hours, as Wednesday schedules are different each week.

Drop off and Pick up for participants will take place at the playground side of Fox Hill School's Main parking lot. Please do not go around the school for drop off.

There is no supervision for any participant that gets dropped off before 9:00am. Any participant that does is expected to wait over by the stop sign for 9 o'clock to strike, as the MSP staff uses the time before 9 for meetings and the setting up of program for the day. Participants may NOT be dropped off at trip locations, so it is important to get your participant to program before the bus leaves for the trip.

Participants MUST check in (and out) with a staff member of MSP upon arrival to and departure from program. There will always be a staff member stationed at the stop sign responsible for this, and it is important for our records that we indicate what time participants arrive and leave (and with whom they leave).

Participants need a **NUT FREE** packed lunch, water, and their field trip shirt every day unless otherwise indicated by the weekly calendar.

Emergency Information

Please make sure that you check and ensure that all emergency information is updated prior to programs. If anything were to happen, it's important that we're able to reach you as soon as possible! In the event that a participant needs to be picked up, arrangements *must* be made for them. It is also important that any allergies/other special accommodations are communicated with Burlington Parks and Recreation so that we can plan our program with these things in mind.

Program Rules & Expectations

While we acknowledge that kids come to MSP to have fun, safety is always our first priority. Your participant understanding and meeting our expectations will help us ensure a fun, safe, and all around successful summer. On all trips we utilize a 2-3 buddy/check-in system to keep tabs on the kids. At multiple times throughout program we'll meet at a predetermined location to check in about how things are going and to give reminders for things like sunscreen application, exit plans, etc. If there are participants not staying with their buddies or coming late to check in, they will sit at the check in area with a staff member for the amount of time they were late for. If this problem continues, we reserve the right to not allow participants on any future trips. A few other major rules to keep in mind are:

- ❖ No foul language of any kind
- ❖ Respect other participants, staff members, and yourselves
- ❖ Be a positive representation of the Burlington Parks & Recreation Department at all times

- ❖ Never be late for check ins or leave your buddy's side (no buddy switching will be permitted)
- ❖ Also, regarding trips, please keep in mind that it is crucial for parents to read the weekly schedule below to check for time changes, lunch information, etc., or to fill out the early pickup form if needed, as participants need to travel to and from trips on our bus otherwise.
- ❖ Because of our bus company's policy of no food or drink being consumed on the bus, we enforce that no food bought on trips (besides water) be brought back on the bus.

Rain Day Location/Inclement Weather

Middle School Parks runs rain or shine! In the case of rain, we will meet inside at Fox Hill's **Gymnasium** instead of Fox Hill's playground. If we have an indoor trip that day, it will happen as scheduled. If the trip is outdoors, it will be adjusted to an alternate indoor trip. You'll be able to call the Recreation Department cancellation line after 7am (781-270-1695) or check BPRD social media for updates on this matter the morning of program! You can see us on Facebook and Instagram where we not only update program status, but also fun events put on by Parks & Rec throughout the year!

Field Trip Shirts

We will hand out Burlington Parks & Recreation T-shirts every Monday of program to participants for them to wear on field trips. They **MUST** be worn all day every day, unaltered, with the only exception being beach trips where we will give out BPRD bracelets instead that participants must wear. Additional T-shirts can be purchased at the office.

Behavior Policy

We at Middle School Parks have always seen great things with the program in regards to having respectful, responsible, and mature participants. We are representing the town of Burlington all over New England this summer. We as staff take that representation seriously, and we will have the same expectations for participants. However, we also understand that behaviors will arise throughout a long summer regardless.

We do our best disciplining those participants who misbehave, and we do a good job managing typical middle school misbehavior. However, we do have a three strike behavior system in place as a last resort that makes it so any egregious breaking of rules and expectations while on a trip or at the park results in a strike. The first strike means a participant will stay with staff for the remainder of the day while the rest of the kids enjoy the trip. The second means that the participant will have to be picked up from the trip and taken home for the day. The third

means that a participant will need to be picked up from the trip and will not be allowed back this summer. Please note that in the case that a participant receives their second or third behavior strike on a trip, arrangements will need to be made for them to be picked up, and no refunds will be issued for participants asked to leave for disciplinary reasons. Understand that behavior strikes would only take place when all other options are exhausted.

If at any point during the summer an issue arises in terms of bullying, please reach out to Ryan about it. If an issue of this nature slips by MSP staff, we want to know so that we can do our best to make sure all participants are having fun and being safe. The sooner we know of a problem a participant is having before or during program, the better. Keep in mind that we as staff are always here to help.

Detailed Schedule for the Week

Monday 6/30 Woburn Boys & Girls Club Woburn Village	Please pack appropriate swimwear, a towel, a change of clothes if necessary, plenty of water and sunscreen, and either a lunch or money to buy lunch! The bus will leave at 9:30am for Woburn Boys & Girls club. There, they will take the American Red Cross Level 3 swim test, where they will be expected to jump into chest-deep water, swim 15 yards on their front, tread water for 30 seconds in the deep end, and swim 15 yards on their back, all without touching the wall of the pool. If they fail or decline the swim test, they will need to stay in the shallow end of the pool, and they will not be allowed into the ocean Tuesday without one of our personal flotation devices as per the laws that govern our program (see here for more information). After the swim test, they'll have about an hour of open swim. At 12:15pm we will depart from the boys and girls club and stop at Woburn Village on the way home so that kids have an option to purchase lunch. Kids buying lunch will put their name on a sign-up sheet for either Dave's Hot Chicken, Panera, or Shake Shack, and we will go to each of these places in groups with at least one staff member with each restaurant group and at least one staying behind on the bus with all participants who brought their <u>NUT FREE</u> lunch. The bus will arrive back at Fox Hill at 1:15pm, where we will have a variety of activities for participants until pickup at 3:00pm. The ice cream truck will likely stop by between 1:30-3 as well.
Tuesday 7/1 Singing Beach	Please pack appropriate swimwear and footwear, a towel, a change of clothes if needed and bring either a lunch or money to buy one! Singing Beach has a small snack shack, but I recommend you bring a <u>NUT FREE</u> lunch to supplement this! Participants will also need plenty of water and sunscreen. We will be giving out BPRD bracelets in lieu of field trip shirts.

	Please note that if participants failed or declined the swim test on Monday they will not be allowed into the ocean without one of our personal flotation devices as per the laws that govern our program (see here for more information). If they missed Monday's trip, we will only be able to test them in the ocean if the waves permit us to. <i>Because of space requirements on the bus, beach equipment that is too big to fit in their bag (boogie boards, shovels, etc.) will not be allowed on the trip.</i> The bus departs from Fox Hill at 9:15am and gets back around 2:45pm.
Wednesday 7/2 Canobie Lake Park	Please wear your Field Trip Shirts! Participants will also need plenty of water, sunscreen, and either a <u>NUT FREE</u> lunch or money for lunch. The bus will depart from Fox Hill at 9:30am and arrive back at around 5:00pm.
Thursday 7/3 Kimball Farm	Please wear your Field Trip Shirts! Participants have access to a meal package with Burgers, Hot Dogs, or Veggie burgers served with chips and ice cream. An order count will be taken on Monday. If a participant has dietary restrictions so that none of these options will work and they have to bring their own <u>NUT FREE</u> lunch, please let Ryan know. The bus will depart at 9:15am for Kimball Farms and arrive back at Fox Hill at 3:00pm.

*** If for any reason we are late leaving a trip or hit unexpected traffic on the way back to Fox Hill, we will do our best to notify all participants so that they can contact you all with any updates. If you have any additional questions about a trip, please don't hesitate to ask a staff member at drop off or pickup! ***

Pick-up Policy

If your participant is walking, biking, or using any other transportation method besides pickup in a car to get home, please provide us with a note clarifying that they are allowed to do so at their discretion.

Again, all participants **MUST** check out with the appropriate staff member and point out who they're leaving with/how they're leaving so we can include it in our records and we can keep track of all participants. Please do not pull around the school to pick up your participant.

If you need to pick up a participant from a trip directly, the early pick up form below **MUST** be filled out prior to leaving for the trip. It is our expectation that this would only happen in cases where it's necessary (emergencies, appointments, vacations, sports games and tournaments, etc.) The form must be filled out completely, and without it participants CANNOT leave from trips

with anyone. This is a safety precaution we take, and your cooperation is important. We understand that situations arise, but picking a child up from a trip should not become a habit.

Reminder: We are not responsible for children until the start time of the program. Please be cognisant of our hours of operation and arrange for rides to and from program to be timely.

Early Pick Up Form

Middle School Parks

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Date: _____

Participant's Name: _____

Parent/Guardian's Name: _____

Time of Pick Up: _____

Location of Pick Up: _____

I, _____
(Name & Cell Number)

will be picking up my child(ren) from today's field trip.

OR

will be picking up my child(ren) from today's field trip.

Relationship: _____ Cell Number: _____

X _____
(Parent/Guardian Signature)

(Date)