

Windsor Recreation and Lesuire Services Presents

# RISE AFTER SCHOOL GRADES 1 -5

RISE after school program offers a well supervised, engaging after-school experience. RISE is located at 330 Windsor Ave. Community Center. Transportation is provided from all Windsor Public Schools to the Community Center. RISE follows the Windsor School calendar. Come enjoy friends, fun, sports, games, arts and crafts, healthy snacks and homework help!



RISE after school program is \$185 per month. Students must be enrolled and payments must be made by the last Thursday of each month for the child to attend the next month,

**For more information contact  
Windsor Recreation Department  
at 860.285.1990**

# R.I.S.E. & R.I.S.E. above after school program

Student's Name (Last Name, First Name)	School attending and Grade:
<b>Date of Birth:</b>  _____ Male    _____ Female                      Age: _____	Parent / Guardian Email address:
Address	Home Phone    Cell Phone
1. Parent/ Guardian Name	2. Parent/ Guardian Name
1. Parent/ Guardian Numbers * please circle best number to reach you during camp hours  Home Number:                      Cell Phone Number:  Work Number:	2. Parent/ Guardian Numbers * please circle best number to reach you during camp hours  Home Number:                      Cell Phone Number:  Work Number:

The following authorizations are necessary for the staff to act in your child's best interest at all times.

**Field Trips**

I hereby give permission for my child to participate in field trips, on foot or in an authorized vehicle as scheduled and posted by the R.I.S.E. after school program.

Parent's Signature: \_\_\_\_\_

**First Aid Treatment**

I hereby give permission for my child to receive first aid treatment for minor injuries from the R.I.S.E. after school program staff. Written permission is required for the application of any topical ointments.

Parent's Signature: \_\_\_\_\_

**Emergency Treatment**

I hereby give permission for my child to receive basic transportation and emergency treatment at the closest hospital.

Parent's Signature: \_\_\_\_\_

\*RISE after school is not licensed by the Office of Early childhood

**Windsor Recreation Department  
R.I.S.E. after school**

**Student Registration Information – Student’s Name:** \_\_\_\_\_

**Emergency Contact – Person other than Parent/ Guardian**

Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

**People authorized to pick your child up from Summer Fun Camp other than yourself**

Last Name	First Name	Relationship	Phone # (    )
Last Name	First Name	Relationship	Phone # (    )
Last Name	First Name	Relationship	Phone # (    )

**Medical Information**

It is important for the Recreation Staff to be fully aware of any allergies, chronic or recurring illnesses, or physical limitations of your child as well as any medications your child is taking. For instance, it is important that we know whether your child has ever been stung, and if there was a reaction to the bee/wasp sting. Does your child require an inhaler for asthma?

Student’s Physician Name:	Phone # (    )
Student’s Dentist Name:	Phone # (    )

**Please list and briefly explain the following:**

Chronic or Serious Illness:
Allergies:
Current Medications:
Has your child ever been stung ( if yes please explain if they had a reaction): Is your child allergic to bees: Yes or No
Prior Injuries:
Notes: * anything else the Recreation Supervisor needs to know about your child?

If a child has not been picked up within fifteen (15) minutes of our closing time, a staff member will attempt to contact the parent / guardian at their work, cell, and home numbers. If parent / guardian cannot be reached, a staff member will call the emergency contacts and alternate people listed on the registration forms. In the event that we are unable to reach the parent / guardian, emergency contacts and alternate people listed on the registration form, the police will be contacted after one hour. At that time the child may be released to the police. Two staff members at least 18 years of age or older will remain with the child at all times.

**Windsor Public Schools  
Windsor Recreation and Leisure Services  
R.I.S.E. after school**

**Transportation Request**

- *Please note it will take 48 hours to secure your child a spot on the RISE transportation roster. Please contact your child's school to confirm that they are on the RISE bus roster, as we will do the same.*

My child: \_\_\_\_\_ will be participating in after school programs from the provider listed below during the 2017 - 2018 school year. I am requesting transportation to the

**Community Center at 330 Windsor Ave., Windsor CT**

Provider's name: Town of Windsor Recreation and Leisure Services  
Address: 330 Windsor Ave.  
Telephone: 860-727-8684 / 860-285-1990

During the hours of 3:00 PM- 6:00 PM, I can be reached at this Telephone Number.

Telephone Number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return To: Shannon Blenis, Recreation Supervisor  
Windsor Recreation Services  
599 Matianuck Ave.  
Windsor, CT 06095

Telephone: 860-285-1990  
Fax: 860-285-1950

**School:** \_\_\_\_\_

**Town of Windsor  
Recreation and Leisure Services**

**DISCIPLINE POLICY**

The goal of discipline is to help the child develop inner controls so that he/she may move toward appropriate social behavior. Methods for resolving conflicts are:

- Positive guidance
- Setting clear limits
- Redirection

R.I.S.E. after school program provides an environment where our participants are safe and encouraged to make new friends, try new things, learn, and to simply have fun. We believe our R.I.S.E. after school participants are entitled to a pleasant and harmonious environment while at the program. Windsor Recreation and Leisure Services cannot service children who display disruptive behavior. The Program Director and the Recreation Program Specialist reserve the right to remove a participant at any time for inappropriate behavior.

Windsor Recreation & Leisure Services programs adhere to the policy that any physical aggression to any of the program participants or staff will not be tolerated. Immediate suspension and or expulsion will take effect immediately.

Reasonable efforts will be made to assist children to adjust to the program setting. Disruptive behavior will be dealt with in the following manner:

1. The misbehaving child will be given a verbal warning and/or an activity break period, based on the severity of the action. This will be documented in the child's behavior log.
2. If a second activity break is given to a child in a single day, the child will be removed from the program activity, and a quiet alternative will be assigned. The child may also be asked to write letters of apology and/or descriptions of the events in question. This will be documented in the child's behavior log.
3. If a child receives three activity breaks in one day an incident report will be written by the staff this report will be given to the parent/guardian to sign and the child may be asked to take a day of suspension. This is to be determined by the Program Director and or Recreation Program Specialist
4. If the child receives three written incident reports; the child will be suspended effective immediately. The parents, Program Director, and Recreation Program Specialist will meet and determine the terms and conditions of reinstatement into the program. Parents/Guardian will be responsible for the payment of the tuition during the period of suspension, or until the child is withdrawn from the program.
5. The Program Director / Recreation Program Specialist have the right to remove a child at anytime for inappropriate behavior. In the event of inappropriate behavior that endangers the safety of the child, other children, or staff members in the program, the parents will be notified, and the child will be discharged effective immediately.

If a child cannot adjust to the program setting and behave appropriately, then the child will be asked to leave the program.

Staff shall not be abusive, neglectful, or use physical, corporal, humiliating or frightening punishment under any circumstances. No child shall be physically restrained unless it is necessary to protect the safety and health of the child or another child or adult.

\_\_\_\_\_  
Parent / Guardian Signature