

# Camp guide

Takoma Park  
Recreation  
Department



**SUMMER  
2016**

Dance

SUMMER  
CAMP

Sports

Arts

Theater

STEM

Teens on  
the Move

**Summer Camp Registration Begins  
Saturday, January 30 at the Camp Expo**



Takoma Park Recreation Department • [takomaparkmd.gov/government/recreation](http://takomaparkmd.gov/government/recreation)

# What's Inside?

## SUMMER CAMP REFERENCE CHART..... 3

### SPRING BREAK CAMPS

Before and After Care .....	4
Dribble, Pass, Shoot Basketball Camp.....	4
Animal Antics Camp.....	4
Teens Career Week.....	4

### SUMMER CAMPS & SPECIALTY CAMPS

Rookie Sports Camp .....	5
Tots Nature Camp.....	5
Before and After Care .....	5
Camp Recess .....	6
Camp Takoma .....	6
Dance Camp .....	6
Dribble, Pass, Shoot Basketball Camp.....	6
Enrichment Camp – “The STEM Zone.....	7
Girls Developmental Basketball Camp .....	7
On Stage Camp: Footlight .....	7
On Stage Camp: Spotlight.....	8
Visual Arts Camp .....	8
Teens On The Move .....	8
Counselor in Training.....	8

### PARTNER CAMPS

TakomaSportsCamps.....	9
Takoma Soccer Camps .....	9

### GENERAL INFORMATION

Holiday Closures .....	10
Alert TP.....	10
Scholarships.....	10
Registration .....	11
Rules and Regulations.....	12-13
FAQ's.....	14
School Year 2016-2017 .....	14
Camp Forms.....	15-16

## Need something to do prior to Summer Camp?

### Register for Tremendous Trips!

5 – 12 yrs  
 June 20 – 24  
 (follows MCPS schedule)  
 8:30 a.m. - 5:30 p.m.  
 (no before or after care available)

### Pick your location:

Takoma Park Community Center  
 at 7500 Maple Avenue OR  
 Takoma Park Recreation Center  
 at 7315 New Hampshire Avenue

**Monday, June 20, 2016:  
 Baltimore Aquarium**

**Tuesday, June 21, 2016:  
 Castel Laser Tag**

**Wednesday, June 22, 2016:  
 Watkins Regional Park**

**Thursday, June 23, 2016:  
 Milburn Orchards**

**Friday, June 24, 2016:  
 Six Flags**

Residents: \$40 Day  
 Non-Residents: \$50 Day

\*Trips are subject to change



### CITY OF TAKOMA PARK PARKS AND RECREATION DEPARTMENT

Main: 301-891-7290

TTY: 1-800-735-2258

Fax: 301-270-4094

Inclement Weather Hotline:

301-891-7101, ext. 5605

Offsite Recreation Program Cellphone:

240-687-4132

Email: [recreation@takomaparkmd.gov](mailto:recreation@takomaparkmd.gov)  
[takomaparkmd.gov/government/recreation](http://takomaparkmd.gov/government/recreation)

City of Takoma Park  
 7500 Maple Avenue  
 Takoma Park, MD 20912



# Come to the Summer Camp Expo

**Saturday, January 30, 11 a.m. – 1 p.m. to receive a 20% discount off your entire bill.**

The early bird catches the worm! If you can't make it to the expo, you can still receive a 10% discount per child, per camp, when you register for any Takoma Park Recreation Department summer camp between February 1-29.

## Summer Camp Reference Chart

Program	Ages	June 27 – July 1	July 5 – 8	July 11 – 15	July 18 – 22	July 25–29	August 1 – 5	August 8 – 12	August 15 – 19
Rookie Sports Camp	3–4	✓		✓			✓		
Tots Nature Camp	3–4				✓	✓			
On Stage Camp: Footlight	5–8			✓					
Camp Recess	5–12	✓	✓	✓	✓	✓	✓	✓	
Camp Takoma	5–12	✓	✓	✓	✓	✓	✓	✓	✓
Dribble, Pass, Shoot Camp	5–12								✓
Dance Camp	5–13				✓	✓	✓	✓	
On Stage Camp: Spotlight	8–12		✓	✓					
STEM Camp	8–12				✓				
Girls Basketball Camp	8–14					✓			
Visual Arts Camp	11–14	✓		✓	✓				
Teens On The Move	13–17		✓	✓	✓	✓			

### Payment Plan Option

For your convenience, you may choose to pay in full at the time of registration or select the payment plan option. This payment plan option, which must be chosen at the time of registration, divides the total amount due into three equal payments: 33% of the total fees will be due at the time of registration, with the remaining payments due on or before May 1 and June 1. You must register early to take advantage of this opportunity as payment due dates will not be changed. For example, if you register for

programs in May, 66% of the fees will be due, with the remaining installment due by June 1. Payment plans will not be available after June 1. **All payment plans will be assessed a \$25 late fee if payment is received more than five days after the due date of May 1 and June 1. Outstanding balances as of June 7 could result in the child being withdrawn from the program.**

**SAVE EVEN MORE – REGISTER FOR CAMPS BY FEB. 29 AND SAVE 10%**

# Spring Break Camp

## YOUTH (5-12 YEARS)

### Before Care and After Care

Available for those families who require or desire additional activities beyond the regular camp hours. Activities include games, outdoor play and sports.

Takoma Park Community Center or  
Takoma Park Recreation Center

5 - 12 years

Monday-Friday, March 28 – April 1

**Before Care:** 7:00 – 9:00 a.m.

**After Care:** 4:00 – 6:00 p.m.

Resident: \$35 each / Non-resident: \$45 each



### Dribble, Pass, Shoot Basketball Camp

Emphasizing individual improvement is one of the guiding philosophies of this camp. Campers will be provided with excellent coaching which allows each participant to develop a sense of pride and individual accomplishment. The level of instruction will be adjusted to fit the individual needs of each participant. Paperwork will need to be submitted prior to the first day of camp.

Takoma Park Recreation Center  
Gymnasium

7315 New Hampshire Avenue

5 - 12 years

1 week session

Monday-Friday, March 28 – April 1

9:00 a.m. – 4:00 p.m.

\$200

### Spring Break Camp: Animal Antics

Life is truly a zoo during this program all about animals. Participants will have fun learning about all kinds of animals, including their similarities and differences, what they eat, how they move, and much more. Stomping like elephants, shuffling like penguins, and hopping like kangaroos are all part of the antics in store. Must pack a lunch. Trips, activities, and performers are subject to change. Space is limited, sign up early. Paperwork will need to be completed prior to the first day of camp.

Takoma Park Community Center  
Azalea Room

7500 Maple Avenue

5 - 12 years

1 Week Session

Monday – Friday, March 28 – April 1

9:00 a.m. - 4:00 p.m.

Resident: \$125 / Non-resident: \$145

## TEENS (13-17 YEARS)

### Career Week Camp

Hey Teens! Schools out for Spring Break so what are you going to do with all of this valuable spare time? Ever wonder what type of profession will fit your future? Well you're in the right place. During Career Week a few professionals will stop by and guide participants in exploring some of today's hottest careers. Participants will also receive insider advice on the knowledge and skills needed for success. This week you will be able to explore multiple options for your future. Spend the mornings with our career introductions and the afternoons attending our break away trips like: bowling, laser tag, roller skating, or a fun in-house activity. Limited Spaces are available. Sign up today for this price we are sure this will fill fast! Paperwork will need to be submitted prior to the first day of camp.

Takoma Park Community Center

Teen Lounge

7500 Maple Avenue

13 - 17 years

1 week session

Monday-Friday, March 28 – April 1

10:00 a.m. – 4:00 p.m.

Resident: \$100 / Non-resident: \$120

# Summer & Speciality Camps



using all recycled materials that they collect, which also teaches them about the importance of preserving nature's beauty by being responsible. This camp allows children to expand the creativity within them that comes naturally. Paperwork will need to be submitted prior to the first day of camp.

Takoma Park Community Center  
Rose Room  
7500 Maple Avenue  
3 - 4 years

Monday–Friday  
1 Week Sessions

**Session 1:** Tuesday, July 18–Friday, July 22

**Session 2:** Monday, July 25–Friday July 29  
9:00 a.m. – 12:00 p.m.

Resident: \$125 / Non-resident: \$145

## YOUTH (5–12 YEARS)

### Before Care and After Care

Available for those families who require or desire additional activities beyond the regular camp hours. Activities include games, outdoor play and sports. \*Only available for camps at the Community Center and Takoma Park Recreation Center that end at 4 p.m., Takoma Sports Camps and Takoma Soccer Camps. Limited spaces available.

Takoma Park Community Center Azalea Room OR  
Takoma Park Recreation Center

5 - 12 years  
Monday–Friday  
1 Week Sessions

**Before Care:** 7:00 – 9:00 a.m.

**After Care:** 4:00 – 6:00 p.m.

Resident: \$35 each week / Non-resident: \$45 each week  
\*4th of July week fee: Resident: \$28 / Non-resident: \$36

## TOTS (3–4 YEARS)

### Rookie Sports Camp

Have the little ones join us for a week of unique activities including T-ball, soccer, bowling, kickball, relays and more exciting daily events. Sessions take place in a safe, structured environment and sports are played through a series of games and activities. All the sports promote hand eye coordination, motor skills, group participation and communication skills. All participants must wear sneakers and dress appropriately. Paperwork will need to be submitted prior to the first day of camp.

Takoma Park Community Center  
Rose Room  
7500 Maple Avenue  
3 - 4 years  
Monday–Friday  
1 Week Sessions

**Session 1:** June 27–July 1

**Session 2:** July 11–July 15

**Session 3:** August 1–August 5

9:00 a.m. – 12:00 p.m.

Resident: \$80 / Non-resident: \$90



### Tots Nature Camp

Tots Nature Camp introduces children to the artistic beauty of one of the world's greatest creations, Earth. In this camp children spend time connecting with nature through a series of fun activities such as making bird feeders and nature scrapbooks. The best part is that they make their creations



# Summer & Speciality Camps

## Camp Recess

Get ready for another fun-filled summer of adventure, games and activities. Campers will go swimming, have arts and crafts projects and play various games based on the theme of the week. Paperwork will need to be completed prior to the first day of camp. Please bring a non-perishable lunch every day. Camp sessions always fill - don't wait! \*New this year: Camp Recess will offer Before Care and After Care. See previous page for more information.

Takoma Park Recreation Center  
Front Room  
7315 New Hampshire Ave  
5 - 12 years  
Monday-Friday  
1 Week Sessions

### Session 1 (June 27-July 1):

Me, My Family and My Community

### Session 2 (July 5-July 8 (No Camp July 4th)):

What's Trending\*

### Session 3 (July 11-15): Fun and Fit

### Session 4 (July 18-22): Paint Takoma

### Session 5 (July 25-29): Music Music Music

### Session 6 (August 1-5): Takoma Foodies

### Session 7 (August 8-12): How's the Water?

9:00 a.m. – 4:00 p.m.

\$80 per week

\*4th of July week fee: \$65

## Camp Takoma

Explore a new adventure each week with games, crafts, activities, trips and projects related to the theme for the week. Paperwork will need to be submitted prior to the first day of camp. Please bring a non-perishable lunch every day. Camp Sessions always fill – don't wait! See page 5 for Before Care and After Care information.

Takoma Park Community Center  
Azalea Room  
7500 Maple Avenue  
5 - 12 years  
Monday-Friday  
1 Week Sessions

### Session 1 (June 27-July): Artful Antics

### Session 2 (July 5-July 8 (No Camp July 4th)):

Ice, Ice Baby\*

### Session 3 (July 11-15): Jungle Boogie

### Session 4 (July 18-July 22): Water Wipeout

### Session 5 (July 25-July 29): Culinary Creations

### Session 6 (August 1-5): Harry Potter

### Session 7 (August 8-12): Heart of a Champion

### Session 8 (August 15-19): First in Flight

9:00 a.m. – 4:00 p.m.

Resident: \$125 / Non-resident: \$145

\*4th of July week fee: Resident: \$100 / Non-resident: \$120



## Dance Camp

Ballet, Jazz, Hip-Hop and Creative Dance Camp is geared to allow girls and boys the opportunity to enhance talents with skills and techniques taught during the session. Children will learn basic dance skills, rhythm, musicality and improvisation. Instructors will focus on building self-esteem and personal creativity; which will allow them to gain confidence in the craft of dance. Fun and excitement will be implemented into each routine. At the end of each session, campers will be given the opportunity to highlight and showcase what they have learned with a themed performance. Paperwork will need to be submitted prior to the first day of camp. Please bring a non-perishable lunch every day. Please note that each session is two weeks.

Takoma Park Community Center  
Auditorium  
7500 Maple Avenue  
5 - 13 years  
Monday-Friday  
2 Week Sessions

### Session 1: July 18-29

### Session 2: August 1-12

9:00 a.m. – 4:00 p.m.

Resident: \$295 / Non-resident: \$325

## Dribble Pass Shoot Basketball Camp

Emphasizing individual improvement is one of the guiding philosophies of this camp. Campers will be provided with excellent coaching which allows each participant to develop a sense of pride and individual accomplishment. The level of instruction will be adjusted to fit the individual needs of each participant. Before and After Care is available for this camp (see page 5). Paperwork will need to be submitted prior to the first day of camp.

Takoma Park Recreation Center  
Gymnasium  
7315 New Hampshire Avenue  
5 - 12 years  
Monday-Friday, August 15-19  
1 Week Session

9:00 a.m. – 4:00 p.m.

\$220

**Before Care:** 7:00 – 9:00 a.m.

**After Care:** 4:00 – 6:00 p.m.

Resident: \$35 each / Non-resident: \$45 each

# Summer & Speciality Camps

## Enrichment Camp – “The STEM ZONE”

School may be out for the summer but learning is always in session. “The STEM ZONE” is an exciting summer enrichment program for boys and girls featuring age-appropriate, small group, hands-on learning projects in STEM, (Science, Technology, Engineering and Mathematics). The best of STEM exploring robotics, space exploration, mobile app design and coding will be highlighted during this two week session. Educational instructors will also engage participants in grade level math and science concepts to keep academic skills sharp during the summer. Upon completion, participants will display their STEM projects in a presentation for family and friends. Boys and girls will have access to the computer lab for technology infused projects and recreational fun filled activities outside. All STEM supplies included. Paperwork will need to be submitted prior to the first day of camp. Please bring a non-perishable lunch every day.

Takoma Park Community Center  
Lilac Room  
7500 Maple Avenue  
8 - 12 years  
1 Week Session  
Monday-Friday, July 18-July 22  
9:00 a.m. – 4:00 p.m.  
Resident: \$200 / Non-resident: \$220

Takoma Park Community Center  
Lilac Room  
7500 Maple Avenue  
8 - 14 years  
1 Week Session  
Monday-Friday, July 25-29  
9:00 a.m. – 4:00 p.m.  
Resident: \$175 / Non-resident: \$195



## On Stage Camp: Footlight – Matilda

In On Stage: Footlights, everyone shines! Our camp is designed to allow students the opportunity to dive into performance and design/construction aspects of theatre by working on an abridged production. This year, students will perform 2-3 musical numbers from the Broadway hit Matilda! All songs will be performed as a group, and everyone will get a chance to be Matilda! Our goal is to have every student on stage, every student engaged in the creative process, and every student proud of their work. **Friday’s camp hours are extended to 3pm because Footlights students will join the Spotlight campers for final rehearsals and performance on Friday, July 15!** Please note, the emphasis is on process, not product. \$35 materials fee helps to cover cds, lyrics, set materials, props, craft supplies & some costume supplies. Paperwork will need to be submitted prior to the first day of camp. **After Care is not available for this camp.** Please bring a non-perishable lunch every day.

Takoma Park Community Center  
Auditorium  
7500 Maple Avenue  
5 - 8 years  
1 Week Session  
Monday-Friday, July 11-15  
9:00 a.m. – 1:00 p.m.  
Resident: \$245 / Non-resident: \$265  
Plus \$35 materials fee



## Girls Developmental Basketball Camp

Become part of the RAC (Rochelle Athletic Consulting) Basketball Empire. Participants will learn basketball fundamentals which include but are not limited to: ball handling, shooting skills, foot work, and overall knowledge of the game. Campers will also improve communication skills and teamwork all while having fun. This girl’s only camp is operated by Rochelle Coleman a former collegiate (Syracuse University) and professional basketball player and current Head Varsity Girls Basketball Coach at Paint Branch High School. Paperwork will need to be submitted prior to the first day of camp. Please bring a non-perishable lunch every day.

# Summer & Speciality Camps

## On Stage Camp: Spotlight - Matilda

In On Stage: Spotlight, everyone is a star! Our two week camp is designed to allow students the opportunity to dive into performance and design/construction aspects of theatre by working on an abridged production. This year, students will perform 5-7 musical numbers with corresponding scenework from the Broadway hit, Matilda! Our goal is to have every student on stage, every student engaged in the creative process, and every student proud of their work. Students will have the opportunity to audition for individual parts as well as sing in a group. On Stage: Spotlight Camp will end with a performance on July 15! Please note, the emphasis is on process, not product. \$65 materials fee helps to cover cds, lyrics, set materials, props, craft supplies & some costume supplies. Paperwork will need to be submitted prior to the first day of camp. **After Care is not available for this camp.** Please bring a non-perishable lunch every day.

Takoma Park Community Center  
Auditorium

7500 Maple Avenue

8 - 12 years

2 Week Session

Tuesday, July 5-July 15

9:00 a.m. – 3:00 p.m.

Resident: \$535 / Non-resident: \$565

Plus \$65 materials fee

## Visual Arts Camp

Have fun and express yourself through color, shape, drawing and design! Each session includes a new art related theme and group of art processes and activities. Sharpen your drawing skills, explore new materials and exercise your imagination with inspiring art projects. Two hours of drawing in the morning using graphite, pen and ink, colored pencils, charcoal pencils, pastels, oil pastels or conte crayon, etc. followed by two + hours of painting and/or collage and assemblage in the afternoon. Media such as watercolor painting, sumi-e, mixed media painting, texture and found - object assemblage will be explored. Art related movies, access to the game room during the day and outdoor art adventures are all included in what will certainly be a memorable summer experience. All materials included. Paperwork will need to be submitted prior to the first day of camp. **After Care is not available for this camp.** Please bring a non-perishable lunch every day.

Takoma Park Community Center

Art Studio

7500 Maple Avenue

11 - 14 years

1 Week Sessions

Monday-Friday

**Session 1:** June 27-July 1

**Session 2:** July 11-15

**Session 3:** July 18-22

9:00 a.m. – 3:00 p.m.

Resident: \$295 / Non-resident: \$325



## TEENS (13-17 YEARS)

### Counselor in Training (CIT)

If you need Student Service Learning hours and love working with youth ages 5-12, then becoming a CIT this summer is the right fit for YOU! Registrants will participate in a 2-day (2 hour/day) training and work a full day of CPR training. Participants must commit to work at least two weeks with one of our camps. Training takes place May 3rd and 5th and CPR training will be on May 7th. This training is mandatory for all Summer Camp volunteers.

Lilac Room

7500 Maple Avenue

14 - 17 years

**Camp Training:**

Tuesday, May 3 and Thursday, May 5

4:00 – 6:00 p.m.

**CPR Training:**

Saturday, May 7

10:00 a.m. - 5:00 p.m.

Resident: \$25 / Non-resident: \$35

### Teens on the Move Camp

Teens on the Move Camp combines a perfect balance of experiential learning, community service, fun activities and career development. Paperwork will need to be completed prior to the first day of camp. Register for one week or all 4, but this fun camp will fill fast.

Teen Lounge

7500 Maple Avenue

13 - 17 years

Monday - Friday\*\*

**Session 1:** July 5-July 8\*

**Session 2:** July 11-July 15

**Session 3:** July 18-July 22

**Session 4:** July 25-July 29

10:00 a.m. – 4:00 p.m.\*\*

Resident: \$120 / Non-resident: \$140

\*4th of July week fee: Resident: \$100 / Non-resident \$120

\*\* Fridays are extended days.

# Partner Camps

## ***Not affiliated with the Takoma Park Recreation Department***

### **Takoma SportsCamps**

Established in 1996, TakomaSportsCamps serves boys and girls ages 6 ½ - 15 of all skill levels and abilities in baseball, softball, and basketball. They offer six one week camp sessions that provide a fun, safe atmosphere for kids to develop their skills and use them in game situations. Camp co-founder and director Louis Hoelman has taught physical education and coached in Montgomery County Public Schools since 1993. Their staff is comprised of coaches and teachers from area public and private high schools, elite athletes, and high school athletes who have graduated from TakomaSportsCamps and want to give back to younger participants. Camps are offered at TPMS.

#### **Baseball for boys and girls**

Week 1: June 20-24

Week 2: June 27-July 1

#### **Softball: Girls only**

Week 1: July 11-15

#### **Basketball for boys and girls**

Week 1: July 5-8

Week 2: July 11-15

Week 3: July 18-22

All Camps \$235

Monday-Friday

9:00 a.m. – 3:30 p.m.

Financial assistance available.

Before and After Care options are available June 27-July 22 through the Takoma Park Recreation Department.

\*Please note that Before and After Care through the Takoma

Park Recreation Departments starts a week later than TakomaSportsCamps begins. There are limited number of spaces, so register early! Additional paperwork is also required for the Recreation Department's Before Care and After Care program.

Check out their website and join the fun this summer!

**For more information: [www.takomasportscamp.org](http://www.takomasportscamp.org) or call 301-588-3724.**

### **Takoma Soccer Camps**

The extremely popular Adrian Baez, the Einstein varsity coach for boys, directs all instruction, assisted by a host of Takoma Soccer graduates who serve as counselors. Takoma Soccer Commissioner Howard Kohn oversees the camp. They aim for a fun time what will also improve everyone's knowledge and skill. Camp is held at Lee Jordan Field (behind TPMS). Before and After Care options are available through the Takoma Park Recreation Department and require a separate registration. There are limited number of spaces, so register early! Additional paperwork is also required for the Recreation Department's Before Care and After Care program.

Ages 5 - 13

**Week 1:** July 25-29

**Week 2:** August 1-5

Monday-Friday, 9:00 a.m. – 3:30 p.m.

**For more information please visit [www.takomasoccer.org](http://www.takomasoccer.org).**



## Egg Hunt

Get your baskets ready and join the Takoma Park Recreation Department for an "egg" citing time!

There are four age categories: ages 2 and under, 3-4 years, 5-6 years, and 7-8 years. The hunt begins at 11:00 a.m. SHARP! Don't miss out. Don't forget to bring your basket! Mr. Bunny will be available to take photos with you.

Ed Wilhelm Field  
(behind Piney Branch Elementary School)  
Saturday, March 26, 2016  
11:00 a.m. Sharp  
Rain date: March 28 at 4:00 p.m.  
Free



# F.Y.I.

## Takoma Park resident scholarships available

### Scholarship program

The Takoma Park Recreation Department is committed to making scholarships available to City residents who cannot pay full price for recreation programs. Scholarships give Takoma Park residents an opportunity to learn, grow, and have fun.

### Scholarship guidelines

- Applicants must be City residents.
- City Residency: Resident rates apply to those persons who reside in, pay taxes to and are eligible to vote in Takoma Park elections (if 16 years of age or older). Non-resident rates apply to those who live outside of Takoma Park or those who have a Takoma Park mailing address but do not pay taxes to the City. When registering for a class or conducting business as a Takoma Park resident, proof is required in the form of a state issued photo ID or current lease with a valid city of Takoma Park address.
- Scholarships are for all ages. Please contact the Recreation Department for more information.

- If a child receives 'Free or Reduced Lunch,' they are eligible for a scholarship.
- Applications must be submitted to the Recreation Department at least **three (3) weeks** before the start of program.

### How to apply

1. Pick up an application from the Takoma Park Recreation Department, Administrative Office, 7500 Maple Ave.
2. After you have selected an activity, complete and turn in an application by the deadline along with additional forms to a staff member at the Takoma Park Recreation Department administrative office (7500 Maple Ave.).
3. It may take up to ten (10) business days to determine if a scholarship is approved. You will be contacted by our office with an updated status.
4. Scholarship applications and supplemental documentation must be submitted **3 weeks prior** to the start of the program.



### 2016 Holiday Closures

**Memorial Day**  
May 29-30

**Independence Day**  
July 3-4

**Labor Day**  
September 4-5



### It's Tax Season!

Extended Care programs, camps, Fun Days and Tremendous Trips are eligible to be reported on your taxes.

The City of Takoma Park tax ID number is **52-6000808**. For a tax ID receipt, please email your request to [HazelH@takomaparkmd.gov](mailto:HazelH@takomaparkmd.gov).

### WE DON'T SPAM

Periodically you will receive emails about upcoming registration dates, special events, weather closings, special promotions or new programs. It is important that you have a valid email address in our database. If you change email addresses, move, etc., please let us know.



### Watch! Like! Follow!



- Comcast channel 13
- RCN channel 13
- Verizon Fios channel 28

Also find us on YouTube!

# TAKOMAPARK ALERT

**WEATHER • EMERGENCY INFO • TRAFFIC**

[www.takomaparkmd.gov/alert](http://www.takomaparkmd.gov/alert)

The City of Takoma Park has a new alert system. Takoma Park Alert will deliver important emergency alerts, notifications and updates to you by whichever methods you choose. The Takoma Park Alert system replaces the TP Alerts system. We encourage all residents to sign up. [Learn more at www.takomaparkmd.gov/alert](http://www.takomaparkmd.gov/alert)

# Registration

## visit us online @

<http://apm.activecommunities.com/takomaparkrecreation>

**CAMP  
REGISTRATION  
BEGINS**  
Sat., Jan. 30 - 11 a.m.  
*at the  
Camp Expo!*



ONLINE  
REGISTRATION  
POWERED BY

**ACTIVE**  
NETWORK

### With ActiveNet® you can use a credit card to:

- Register for recreation classes 24 hours a day, 7 days a week!
- Request a park or recreation facility for an event.
- Receive class confirmation via e-mail.
- View and print class schedules.
- Purchase memberships to the gym and fitness room.

### Instructions for creating an account

Contact the Recreation Department in advance if you currently have an account and need to verify your username and password.

1. Access [apm.activecommunities.com/takomaparkrecreation](http://apm.activecommunities.com/takomaparkrecreation)
2. Click **Create an Account**.
3. Complete all necessary information; fields marked with an asterisk are required.
4. Click **Create Account** or enter other family members into the system at this time.
5. Click **Intro** and search for a course or facility.

### Alternative registration

You can still register via mail or walk in:  
Takoma Park Recreation Department  
7500 Maple Avenue  
Takoma Park, MD 20912

Make checks or money orders payable to: City of Takoma Park. List program name and participant's name on front of check. No phone registrations.

If you are having trouble registering or if you have questions concerning classes, please call

**301-891-7290** or e-mail us at [recreation@takomaparkmd.gov](mailto:recreation@takomaparkmd.gov)

### Wait list policy

In the event that a program has more interest than available space, we will keep a waiting list. Individuals on the waiting list will be accommodated on a first-come, first-served basis. In the event that another class is created, individuals from the waiting list will be contacted.

### Registration policies

- The Recreation Department reserves the right to cancel any program/class due to insufficient enrollment or to substitute teachers without participant notification.
- Classes may be canceled on school holidays, vacations, snow days or any other dates noted in the guide. If schools close midday due to a weather or other emergency, children's classes will also be canceled. Every attempt will be made to reschedule classes canceled due to weather emergencies.
- A resident of Takoma Park is any person who lives within the 2.4 square mile corporate limits. A nonresident lives outside the corporate limits. If you are not sure of your residency status, please call us and we will be happy to assist you. Or visit [www.takomaparkmd.gov/council](http://www.takomaparkmd.gov/council) and review the street listing.
- We require, for most programs, that participants are the required age as the date of the first class. All

age requirements are set to benefit the participant and allow for more consistent program instruction. In some instances, the requirements have been set for the participant's safety.

- Customers can only register individuals listed on their household account for programs.

### Refund policy

PLEASE READ CAREFULLY

- Registrants assume the risk of changes in personal affairs or health.
- Refunds will be approved with written/electronic notification received **seven (7) business days** prior to scheduled start of program. A \$15 administrative fee will be deducted per participant/per class and may take up to 30 days to receive.
- Registrant may choose to receive a credit for the remaining amount, which may be used for another program. Credits **must** be used by **June 30, 2016**. After that time, the credit will be forfeited. Credits cannot be transferred.
- Refunds after the program has begun will be considered only with medical verification (**no exception**). No refund after the program has ended.



### REGISTER EARLY!

Nothing cancels a good class quicker than waiting until the last minute to register. If there aren't enough registrations by a certain date, the course may be canceled.

# Rules & Regulations

Welcome and thank you for registering for a City of Takoma Park City Recreation day camp. This handbook will ensure a successful experience for you and your child/teen. Should you still have questions after reviewing this information, contact the Recreation Department at 301-891-7290.

## ATTENDANCE POLICY

- There will be no financial credit made for absences, illness or suspensions.

## CAMPERS' ATTIRE

- Dress your camper according to the day's activities and weather.
- Closed-toe shoes are required; sandals are not permitted.
- Campers must wear camp issued t-shirt on all trips, including pool trips.

## EXTENDED CARE

- Before and After Care available for day camps ending at 4:00 p.m. only.
- Supervised, non-structured playtime for campers only.

## HOURS OF OPERATION

- Day Camps operate from 9 a.m. – 4 p.m. (closed July 4).
- All activities and programs are subject to change and/or cancellation on code red or orange weather days.

## LATE POLICY

The City of Takoma Park Recreation Department implements the following late pick-up policy for all program participants. A fee of \$10 will be assessed for every 15 minutes after the scheduled pick-up time for each participant up to 1 hour or for a total of \$40. Payment must be made at the time of pick-up. One hour after the scheduled pick-up time, program staff will bring your child to the Takoma Park Police Department, where parent or guardian can pick-up their child.

## LUNCH

Campers must bring their own non-perishable lunch, snack and a drink. Healthy choices and reusable containers are encouraged. No glass containers. Note: refrigeration or microwave is not available. Lunches should be clearly marked with camper's name. Send water bottle (labeled with camper's name) especially on field trip day(s).

## PARTICIPANT INFORMATION REQUIRED

The City of Takoma Park Department of Recreation strives to maintain the highest quality programs and professional standards. Part of those standards are having accurate participant profile and medical information on every child. All forms are available at [www.takomaparkmd.gov/government/recreation](http://www.takomaparkmd.gov/government/recreation). Forms must be completed and submitted prior to your child attending our programs.

## Participant Information Form

This form can be downloaded from the website or picked up at the Recreation Department office during regular business hours.

Completed paper work must be submitted prior to the start of each camp session. This form has emergency and general contact, health, release information and a behavior agreement.

## Authorization for Medication

If your child will be taking medications during program times, specific medical forms must be completed prior to attending. The forms may either be downloaded at [www.takomaparkmd.gov/government/recreation](http://www.takomaparkmd.gov/government/recreation) or by calling 301-891-7290. Forms must be signed by your physician even for over the counter medications.

## Immunizations

If your child is not currently attending a school in the state of Maryland, you must provide a copy of proper immunizations prior to start of camp. Note: This will apply particularly to those entering Kindergarten.

## PAYMENT PLAN OPTION

For your convenience, you may choose to pay in full at the time of registration or select the payment plan option. This payment plan option, which must be chosen at the time of registration, divides the total amount due into three equal payments: 33% of the total fees will be due at the time of registration, with the remaining payments due on or before May 1 and June 1. You must register early to take advantage of this opportunity as payment due dates will not be changed. For example, if you register for programs in May, 66% of the fees will be due, with the remaining installment due by June 1. Payment plans will not be available after June 1. All payment plans will be assessed a \$25 late fee if payment is received more than five days after the due date of May 1 and June 1. Outstanding balances as of June 7 could result in the child being withdrawn from the program.

## PHOTOS

The Recreation Department reserves the right to photograph programs and participants for publicity purposes.

## RAIN DAYS/CODE RED DAYS

All camps are held rain, shine or code red days. Outdoor programs may be moved indoors. On code red days, outdoor programs provide low-key activities, water breaks and rest periods. Please pack extra water with your child on expected code red days.

## REFUND POLICY (PLEASE READ CAREFULLY)

- Registrants assume the risk of changes in personal affairs or health.
- Refunds will be approved with written/electronic notification received **seven working days** prior to scheduled start of program. A \$15 administrative fee will be deducted from the total refund.
- Registrant may choose to receive a credit for the remaining

# Rules & Regulations

amount which may be used for another program. Credits MUST be used by June 30. After that time the credit will be forfeited. Credits cannot be transferred.

- Refunds after the program has begun will be considered only with medical verification (no exception). No refund after the program has ended.

## SAFETY

- Camp staff are certified in CPR and First Aid.
- We will notify you should your child/teen become injured or sick. If you are unavailable, we will notify the individual listed as the emergency contact on the Participant Information Form.

## SIGN-IN/SIGN-OUT POLICY

- Campers must be signed in and out each day by parent or other authorized person listed unless otherwise noted.
- ALL authorized persons will be required to show ID.

## SUNSCREEN POLICY

Appropriate sunscreen use is important to prevent skin damage and skin cancer. If your child is able to apply his or her own sunscreen, we strongly suggest they do so. Sunscreen must be labeled with the camper's name, be in its original container and kept with the camper's belongings. Please provide SPRAY sunscreen if you would like camp staff to assist with sunscreen application. Camp staff will not be responsible for furnishing or holding sunscreen.

## ZERO TOLERANCE FOR BULLYING

Our Department recognizes the prevalence of bullying in today's society and has therefore developed a ZERO TOLERANCE strategy to address the issue. They will address bullying immediately and disciplinary actions will be taken as warranted. Everyone has the right to expect a great experience while participating in our recreational programs, and by working as a team, we can identify and manage bullying to ensure everyone takes home lasting memories.

Bullying is intentional meanness that creates an imbalance of power. It consists of teasing, gossiping, hitting, kicking, texting, exclusion, and much more, resulting in the goal of harming others.

Our Department is dedicated to providing safe, bully free programs and wants to partner with parents on prevention. Please talk to your child/teen about our zero tolerance philosophy on bullying, let them know it will not be tolerated and that there will be consequences for bullying behavior. We encourage you to let us know if your child/teen has been involved in bullying either during or after program hours. Also, let your child/teen know they can talk to staff in confidence if they need help in managing a situation. Together we can make a difference and ensure our youth have a terrific camp experience.

## Swimming Pool Rules

- Campers must wear bathing suits, no shorts or cut-offs.
- Campers must bring their own towel and shower before entering pool.
- Running, pushing, dunking and/or horseplay are not permitted.
- No street shoes permitted on pool deck.
- No diving allowed off the side of the pool. Some pools may have designated areas for diving i.e. a diving board.
- No flotation devices, masks or snorkels are allowed in the pool. Exceptions are made for medical purposes.
- Please do not bring valuable items to the pool. Pool facilities are not responsible for lost or stolen items.
- The camp will designate an area at the pool for campers to consolidate their belongings, to meet at rest breaks and in the event of an emergency.
- A buddy system will be established for campers' safety.

Please use the following descriptions to designate your child/teen's swim skill level.

### NON-SWIMMER

- Has limited or no previous experience with swimming pools or other aquatic environments.
- Is unable to independently swim 20 yards.
- Is not comfortable in water that is above their head.
- Will wear a red wrist band in all bodies of water (pools, beach, amusement park).
- Will be restricted to chest-deep water.
- Will NOT be allowed in wave pools at amusement or water parks.
- Can change designation to SWIMMER only by parent signature on Participant Information Form.

### SWIMMER (All levels)

- Has experience with swimming pools or other aquatic environments.
- Can swim or play comfortably in water that is above their head.
- Required to pass a swim test on each visit to a pool. An example of a swim test may include (but is not limited to):
  1. Enter and exit the pool unassisted.
  2. Swim at least 20 yards in water deeper than five feet.
  3. Continuously tread water for at least 20 seconds.
  4. Will wear a wrist band upon passing the swim test.
  5. Will have access to all areas and water depths at the pool.

### SWIMMER who does not pass swim skill test:

1. Will wear a red wrist band and be designated as a non-swimmer.
2. Will be restricted to chest-deep water.
3. Will NOT be allowed in wave pools at amusement or water parks.

# Frequently Asked Questions

**Q: My child is attending several sessions; do I have to fill out the same forms over and over?**

A: No. You will only need to fill out the necessary forms once prior to their first week of camp. Staff onsite at the camp need your child's most up-to-date contact, dismissal, and health information from the time your child arrives. Therefore, the forms need to arrive prior to the camp starting or with your child on the first day of camp. Camp information and forms will be emailed to you approximately 15 days prior to the start of your child's camp, and can also be downloaded off the website. If you were in either the Morning and/or Afternoon Addition programs or After the Bell for the current school year, you will need to check and initial the forms that we have on file to make sure all information is still accurate.

**Q: Who will be supervising my child during their time at camp?**

A: Our camp staff is selected for their experience, enthusiasm, desire and ability to work well with children. Staff training includes safety procedures, program planning, child development and techniques in working with children. Staff is certified in CPR and First Aid training. Reference and background checks are also part of the hiring process.

We use a 1:15 ratio between counselors to campers.

**Q: Can I enroll my child in the same camp all summer?**

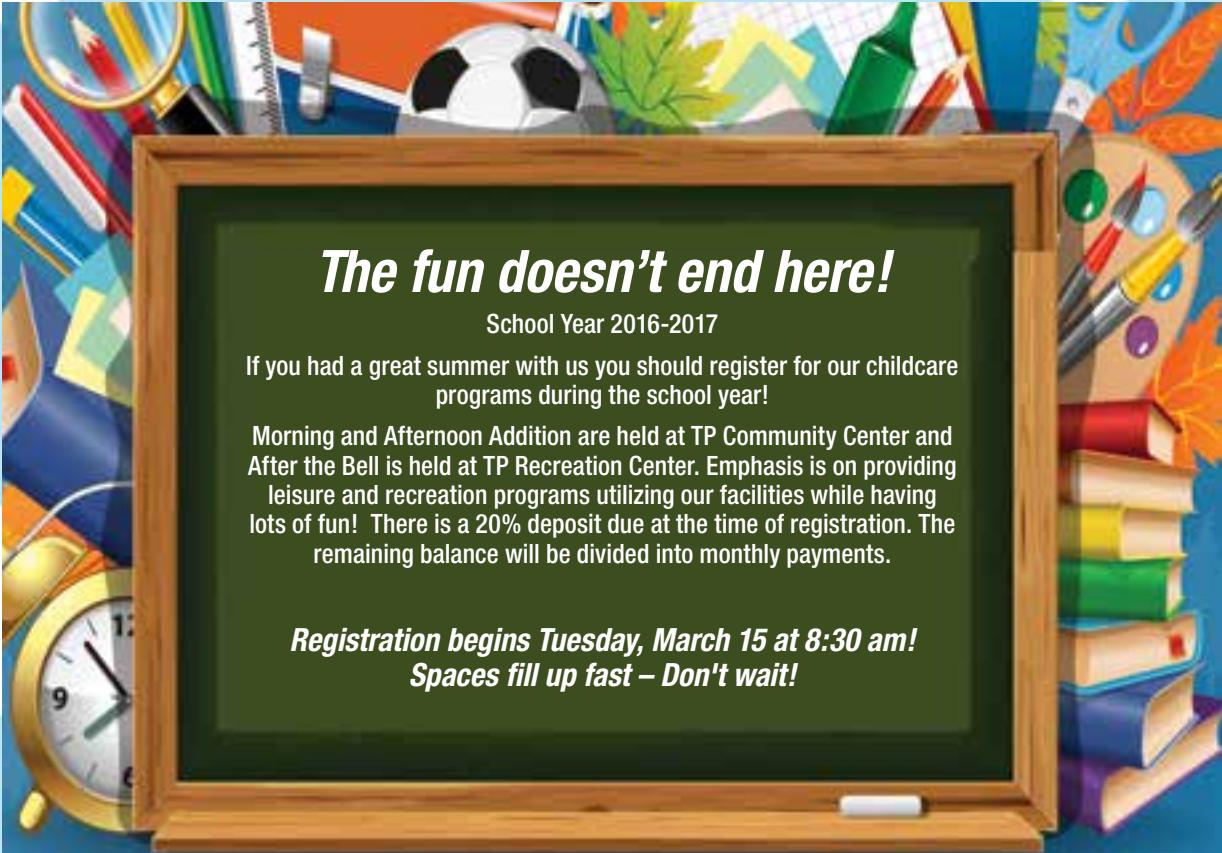
A: Yes, we offer 2 camps (Camp Takoma and Camp Recess) that have the capability of enrolling for the entire summer. All of the specialty camps have a session by session registration.

**Q: What type of food should I send with my child to camp each day?**

A: You should send a non-perishable lunch (no refrigeration or heating on site) with your child every day. You should also send them with snacks and a water bottle as well. Please make sure everything is properly labeled with the child's name. We also recommend that NO peanut products be sent with your child.

**Q: Last year we had to register with the contractor themselves. I don't see particular websites this year?**

A: To make it easier on you this year, all camp registrations will be completed through the Recreation Department. You can register online or anytime either building is open.



## *The fun doesn't end here!*

School Year 2016-2017

If you had a great summer with us you should register for our childcare programs during the school year!

Morning and Afternoon Addition are held at TP Community Center and After the Bell is held at TP Recreation Center. Emphasis is on providing leisure and recreation programs utilizing our facilities while having lots of fun! There is a 20% deposit due at the time of registration. The remaining balance will be divided into monthly payments.

**Registration begins Tuesday, March 15 at 8:30 am!**  
**Spaces fill up fast – Don't wait!**

For information on programs at each facility, check out the Spring/Summer City Guide or visit [www.takomaparkmd.gov/government/recreation](http://www.takomaparkmd.gov/government/recreation)



# Takoma Park Recreation Department

7500 Maple Avenue, Takoma Park, MD. 20912

• (301) 891-7290 • www.takomaparkmd.gov/recreation •



Program Name \_\_\_\_\_ Location \_\_\_\_\_

## PARTICIPANT INFORMATION

(Since this information is current it will be used over that which was given at the time of registration)

Participants Name (print) \_\_\_\_\_ D.O.B. \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*School Attending \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Emergency Contact Name (other than parent authorized to pick-up your child) \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

## HEALTH HISTORY

Does your child attend a Maryland school? \_\_\_\_ Yes \_\_\_\_ No  
If not, please provide a copy of your child's current immunization record

Is your child exempt from any immunizations for religious or medical reasons?

Yes \_\_\_\_ No \_\_\_\_ if yes, please submit appropriate papers

Date of Last Tetanus Shot \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of Child's Physician \_\_\_\_\_ Phone \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy/Group Number \_\_\_\_\_

\*Allergies: \_\_ Poison Ivy \_\_ Insect Stings \_\_ Foods \_\_ Other \*If yes, please list \_\_\_\_\_

(If your child requires medication during program hours please complete the Authorization for Medication Form)

List any concerns which may affect your child's full participation in daily activities \_\_\_\_\_

## DISMISSAL AGREEMENT

\_\_\_\_\_ My child will be picked up from program by a parent/guardian, emergency contact or authorized individuals listed below:

1.Name \_\_\_\_\_ Phone (W) \_\_\_\_\_ (C) \_\_\_\_\_

2.Name \_\_\_\_\_ Phone (W) \_\_\_\_\_ (C) \_\_\_\_\_

\_\_\_\_\_ I give permission for city staff to allow my child to leave the program unescorted at \_\_\_\_\_:\_\_\_\_\_ daily.

Please list any special instructions \_\_\_\_\_

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

\_\_\_\_\_  
Date

Please circle your child's T-shirt Size:  
YS YM YL AS AM AL XL XXL XXXL

Please circle your child's swimming ability:  
Non swimmer Beg. Inter. Adv.



# Takoma Park Recreation Department

## **PARTICIPANT AGEEMENT**

The following expectations apply to all participants and the general enforcement of the rules is the responsibility of the staff.

1. Children are expected to behave in an orderly fashion. Any action that is contrary to the mission statement and values of the Takoma Park Recreation Department is unacceptable and could be cause for disciplinary action.
2. Children are expected to respond appropriately and respect staff=s instructions and decisions. They are also expected to show respect for others.
3. Children will not take anything, without permission, that belongs to someone else or the program.
4. Please leave valuables at home: MP3 players, cameras, cell phones, game consoles, expensive athletic equipment or clothing, cameras, jewelry, or personal games. Staff will not be responsible for lost or stolen items.
5. Children should not damage property: i.e., you may not write on walls, tables, or books.
6. Children will not bring objects that are dangerous to other people and/or disruptive to the program.
7. Children will stay in the building, playground or designated area at all times unless authorized by a staff member.

\*\*Because every act of misbehavior cannot be anticipated, the Program Director may be required to make a judgment in handling certain acts of misconduct not covered in the behavior code.

My signature reflects my understanding of the Behavioral Code and acknowledges that I will make sure my child adheres to all of the above.

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

\_\_\_\_\_  
Date

## **RELEASE OF LIABILITY & PARENT/GUARDIAN'S AUTHORIZATION**

I acknowledge, understand, and accept that there are inherent risks associated with participation in this program and that doing so could result in an injury. The City of Takoma Park assumes no liability for injuries or damages from the results of participation. I acknowledge the fact that the Takoma Park Recreation Department does not provide accident insurance to its program participants. I certify that, to the best of my knowledge, I /my child am / is physically fit and, should this condition change at any time during the program I will notify the administration of the Recreation Department immediately. The Recreation Department has my permission to call Emergency 911 and/or to send me/my child to a hospital or emergency care facility, and the hospital and medical staff have my authorization to provide emergency treatment deemed necessary for the well-being of me/my child. I agree to abide by all posted, written, or verbally communicated rules and regulations administered by the Recreation staff concerning this program. I have read, understood, and accept the terms of this participant's agreement as outlined. I do hereby on behalf of my child, my heirs, and executors, agree to indemnify the Mayor and Council of the City of Takoma Park and all of its agents, officers and employees, from any and all claims for injuries or loss of any person or property which may arise out of or result from my child's participation in the above-referenced program or activity. I hereby and represent that if the participant is a minor, I am his/her parent/guardian and authorized to provide the releases, authorizations, and permissions stated herein and all the information provided is accurate and complete. I hereby give permission for the participant named above to participate in the TPRD's program, including transportation in approved vehicles (TPRD Vehicles, Board of Education School Buses, or Commercial Motor Coaches). I acknowledge that the Takoma Park Recreation Department has a policy for conduct in recreation programs and facilities and I hereby agree that the participant is subject to said policies, including the disciplinary provisions. I authorize the Recreation Department to take, display, and publish photographs, slides or videos for promotional and/or educational purposes.

PLEASE READ CAREFULLY. THIS RELEASE OF LIABILITY CONTAINS A RELEASE OF KNOWN AND UNKNOWN CLAIMS BY YOU AND YOUR CHILD. BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTOOD THIS RELEASE OF LIABILITY, AND KNOWINGLY AND VOLUNTARILY SIGN BELOW:

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

\_\_\_\_\_  
Date