

# Club Rec

## Program Guide

### 2022 Spring Semester



Bay Oaks Recreation Center  
2731 Oak Street  
Fort Myers Beach, FL 33931  
239-765-4222

**BAY OAKS**  
RECREATIONAL CAMPUS



*"The Heart of the Island"*



**—WHAT IS CLUB REC?—**

Club Rec is an after school program that provides a safe, structured, and fun place for your students to attend after school until as late as 6:00pm Monday-Friday. We offer a multitude of different activities that promote health and wellness, inclusion, teambuilding, creativity, and helps build long-lasting memories and friendships for years to come! Each week, students will participate in both indoor and outdoor group games, trips to the Fort Myers Beach pool, test out their STEM skills in our science and math kits, have quiet time for creative writing and journaling, and have an opportunity to join some of our Clubs specifically designed around all of their favorite activities.

**— BAY OAKS MISSION STATEMENT—**

To create, provide, and sustain quality recreational and community experiences for all residents and visitors of The Town of Fort Myers Beach.

**— BAY OAKS VISION STATEMENT—**

To provide exceptional programs, events and recreational opportunities that attract and delight all residents and visitors.

## Camper Conduct

Bay Oaks Recreational Campus strives to provide an atmosphere that focuses around consistency, communication and the safety and well-being of each and every participant and staff member through the program and facility. To do this, that means an equal amount of respect will always be given to each participant by staff and that respect should expect to be returned to the staff. Appropriate behavior is the joint responsibility of the child, parent, and staff. Please review these rules with your child prior the first day of Club Rec:

- 1. Participants are expected to listen to and respect camp counselors and staff.** Effective communication between everyone is essential—if there is a problem, voice your concern so we can solve it. Staff can work as mediators to help participants vocalize their issues with other participants in a polite and effective way. Please encourage your child to speak to a staff member if they are having an issue.
- 2. Bay Oaks will not tolerate any type of exclusion or bullying of any participants.** Our staff encourages the participants to reach out and make new friends each year. Participants in our program often form a strong bond with each other and create long lasting memories for years to come! Campers will treat others as they wish to be treated- with kindness and courtesy. Any teasing, bullying, picking on, or serious malicious physical harm caused to another participant may result in expulsion from the program.
- 3. All children will be required to clean up after themselves.** We will participate in a lot of messy crafts and activities and part of participating in those crafts is assisting with set up and clean up. We will encourage all participants to clean up all of their own toys and crafts with the assistance of staff.
- 4. HAVE FUN WHILE LEARNING!** Participants are enrolled in Club Rec to learn and have fun while getting a lot of exercise. Don't be afraid to try new games and keep a positive attitude at all times! If you see a friend who is struggling, offer words of encouragement and help them! We will be playing endless amounts of different games. It is very important to practice good sportsmanship at all times and to give an activity your best effort before saying "I can't" or "I don't want to".

## —RESIDENCY—

For residency purposes, if documenting an Estero Island address on a Youth Registration form, the following supplementary documentation will be required to show proof of residency to qualify resident pricing and resident priority registration. The following documentation must confirm the Estero Island address listed on the registration form.

- FPL or Utility Bill, OR
- 2019 Tax Bill, OR
- Mortgage/Rental Agreement greater than 6 months, AND
- a Driver's License to confirm Identity.

**With this documentation, Club Rec will be \$100/semester PER child.**

**For any address that falls outside of the Estero Island jurisdiction cost will be \$135/semester per child.**

## —PARENTS—

- The cost of Club Rec is \$100/resident and \$135/non-resident per semester. There are full and partial scholarships available based on household income. If you have questions—please contact Ahmad via email [Ahmad.Sheffield@fmbgov.com](mailto:Ahmad.Sheffield@fmbgov.com) or via phone 239-765-4222 .
- Students are required to wear closed toed shoes in order to participate in athletic and running games.
- Please read the Parent Policy Agreement in depth: including the Discipline policy, Late Fee/Late Pick-up policy and Cancellation/Refund policy. If you would like a copy of these policies, we will provide you with one.
- **Please ensure your child has a reusable water bottle every day for Club Rec. If you need one provided, please let us know.**
- Please label any items that your child brings to Club Rec. This includes lunchboxes, backpacks, water bottles. Please do not send your child with any toys or electronics of any kind to Club Rec. We understand that cell phones are a growing trend among younger kids, however; they are not permitted for use in this program. If you need to reach your child, please call the front desk and a staff member will connect you.

**Attendance:**

To best meet the needs of the community, participants are required to attend Club Rec if they attend school on the given day or have participated in online/distance learning school activities. By striving to attend Club Rec on a daily basis, this will allow us to have a full and robust program for participants. Absences are excused for illness, doctor visits, vacations and other related activities if communicated prior to the Youth Coordinator. If consistent absences are recorded or attendance is inconsistent, a parent phone conference will be requested by staff to determine the future participation in the program due to the popular demand of Club Rec at this time. It will be up to staff discretion whether or not the participant will be allowed to continue in the program.

**Check in:**

Participants who are not dismissed from Beach School Elementary will be assigned a designated drop off time between 2:10pm-2:25pm. Pick up will take place at the roundabout. Parents/Guardians are required to wait while the student's temperature is documented.

Participants who attend class in person will be dismissed in small groups by their teachers and will be sent to their designated counselors for temperature taking.

Any child with a temperature of **100.3+** or higher will be removed from other program participants, and be required to be picked immediately.

**Check Out:**

Parents can drive up to the facility and park in the parking spaces behind the building to enter Bay Oaks. Parents will be expected to have their ID on them. Staff will only release a child to a person that is on that child's Authorized Pick-Up Form. **Staff will confirm that a government issued photo ID matches the name listed on the child's registration form.**

Bay Oaks staff will not release a child to any persons who are not listed on the authorized pick-up form for any reason or any circumstance or any persons without a photo ID.

# Town of Fort Myers Beach Parent Policy Agreement

## **Discipline:**

The Town of Fort Myers Beach is committed to providing an environment that fosters the physical and emotional well-being of all program participants. Creating a safe, enjoyable environment is the responsibility of Parks & Recreation staff as well as program participants, and families. Discipline Actions are limited to: verbal warning, individual counseling, quiet time, redirecting, parent contact, written Incident Report, counseling by supervisor, suspension from program, and termination from program. All program sites are drug free and violence free. We expect all staff members, program participants, and families to be respectful of others and the property of others. Most discipline issues are minor and are easily resolved by the staff, the child, and parents. However, serious infractions may result in immediate suspension or termination from the program. Examples include but aren't limited to intentionally threatening/hurting others, bullying, intentionally leaving group without authorization, stealing, causing significant damage to property, or drug/weapon possession. Our discipline actions are meant to provide opportunities for children to learn responsibility and concern for others.

## **Cancellation and Refund:**

Refunds, full or partial will not be made due to disciplinary suspensions, or expulsions. Cancellations may be made prior to the start of a session, however refunds will not be given once a session has already begun.

## **Inclement Weather:**

Due to the safety of the participants of Club Rec members, parents and Bay Oaks staff, the Town of Fort Myers Beach reserves the right to delay, postpone or cancel Club Rec for any extended period of time due to inclement weather such as severe storms or hurricanes.

## **Movies:**

ELEMENTARY CAMPS-Show G-Rated Movies and appropriate PG-Rated Movies.

MIDDLE SCHOOL CAMPS-Show only G-Rated, PG-Rated and appropriate PG-13 Movies.

# Town of Fort Myers Beach Parent Policy Agreement

## Late Pick-Up Policy:

If at the program's close participants remain on-site, staff will attempt to contact the parent/guardian to pick up the child.

The parent/guardian will be charged a late pick-up fee of \$5 at the programs end time. Every 15 minutes another \$5 will be added.

If the parent/guardian refuses to pay, that child will not be allowed to continue to participate in camp until the fee has been paid.

If a parent/guardian knows they will be late, they should contact Fort Myers Beach Parks and Recreation Department at (239) 765-4222, as soon as possible to notify staff (**the late fee will not be waived**).

If a participant has not been picked up one hour after the program closes, the parent/guardian has not contacted the camp, and no other authorized person could be contacted to pick up the child, staff will contact the Lee County Sheriff's Office to come pick up the child and document the incident.

At no time will an employee of the Town of Fort Myers Beach Parks and Recreation Department transport a child home.

**After 3 Late Pick-Ups the Parks & Recreation Staff will determine if your child should be removed from the program.**

**By signing below, I acknowledge and understand the above Town of Fort Myers Beach Parks and Recreation Parent Policies. This agreement will be valid through the duration of the program.**

Child's name: \_\_\_\_\_

\_\_\_\_\_

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date

# Youth Application for Enrollment

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Grade: \_\_\_\_\_

## Student Information

Date of Enrollment: \_\_\_\_\_ School: \_\_\_\_\_

Age: \_\_\_\_\_

Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Parent's Email Address: \_\_\_\_\_

Child's Physical Address: \_\_\_\_\_

Primary Hours of Care: From \_\_\_\_\_ To \_\_\_\_\_

Days of the Week in Care M T W T F

## Family Information

Child Lives With: \_\_\_\_\_

Guardian Name: \_\_\_\_\_

Guardian Name: \_\_\_\_\_

D.O.B: \_\_\_\_\_

D.O.B: \_\_\_\_\_

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

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

Home Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

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

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

Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Custody: Mother \_\_\_\_\_ Father \_\_\_\_\_ Both \_\_\_\_\_ Other (Specify) \_\_\_\_\_

## Medical Information

I hereby grant permission for the staff to contact the following medical personnel to obtain emergency medical care if warranted. I give my consent to transport by ambulance if the situation warrants. Staff will attempt to contact parent/guardian in the event of any emergency.

Doctor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Doctor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Doctor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Hospital Preference : \_\_\_\_\_

Please list all allergies, special medical or dietary concerns, or other areas of concern: \_\_\_\_\_

Helpful Information About the Child: \_\_\_\_\_



## Town of Fort Myers Beach

### Pick Up Authorization and Emergency Contacts:

Child will be released to the custodial parent or legal guardian and the persons listed below with a government issued photo ID. These people are people you trust and the people who will be contacted and are authorized to remove your child from the facility in case of illness, accident, or emergency. Please make sure to add yourself as an emergency contact. We will begin at #1 and go in order down the list when making calls. Any additions to the list must be made in person by a Parent/legal guardian and CANNOT be made by phone.

**Bay Oaks will NOT release any participant to ANY persons not listed on an authorized pick-up under any circumstances.**

1. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

2. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

3. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

4. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

5. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

6. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

7. \_\_\_\_\_

| Cell # | Work # | Home | Relationship |
|--------|--------|------|--------------|
|--------|--------|------|--------------|

8. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

9. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|

10. \_\_\_\_\_

| Name | Cell # | Work # | Home | Relationship |
|------|--------|--------|------|--------------|
|------|--------|--------|------|--------------|



**Participant Waiver and General Release Form**

**Town of Fort Myers Beach, Florida**



Waiver and release of all claims and assumption of risk for the Town of Fort Myers

Beach, Florida. Please read this form carefully and be aware that in participating in Town of Fort Myers Beach (hereafter "Town") activities/programs, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you and/or your minor child might sustain as a result of participating in any and all activities connected with and associated with Town of Fort Myers Beach programs/activities (including transportation services/vehicles operation, when provided).

I recognize and acknowledge that there may be certain risks involved in participating in Town programs/activities, and I voluntarily agree to assume the full risk of any injuries, damages or loss that my minor child or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child may have (or accrue to me or my child) against the Town as a result of participating in such program/activity, including but not limited to claims against Town officials, officers, employees, agents, independent contractors associated with such programs/activities in any capacity, and/or volunteers (hereinafter collectively referred to as "parties"). I do hereby fully release and forever discharge the parties from any and all claims for injuries, damages or loss (including but not limited to attorney's fees and/or appellate attorney's fees associated therewith, whether or not suit is filed) that my minor child or I may have or which may accrue to me or my minor child and arising out of, connected with, or in any way associated with these programs/ activities or any of them. I indemnify and hold the Town, any of its employees and/or agents and/or any parties referenced above, from any and, all claims from my use of town property or participating in any town programs/activities. I further indemnify and hold harmless the Town, its employees and/or agents and/or any parties referenced above from all costs, expenses and liabilities resulting from any claim brought as a result of my or my child's use of Town property and/or participation in Town programs/activities to the extent of the town's liability under general law. I will comply with all requirements imposed by any federal, state, county or Town emergency declaration. Failure to do so will result in immediate revocation of this Agreement. I am familiar with federal, state, county and local laws, orders, directives, and guidelines relating to COVID-19 (including the Center of Disease Control's prevention guidance), and will comply with all such orders, directives and guidelines while on Town property and covenant not enter onto Town property if I am experiencing any symptoms of COVID-19, or have a confirmed or suspected case of COVID-19, or have come in contact in the last fourteen (14) days with a person who has been confirmed or suspected of having COVID-19. Notwithstanding the risks associated with participating in events held on Town facilities, I accept and assume all risks and liability of personal injury, illness, disability, death, or property damage related to COVID-19, arising from being on the premises or engaging in activity on the premises, whether caused by the negligence of the Town or otherwise. I acknowledge that the Town requires all participants to wear a life jacket or personal flotation device ("PFD") at all times when on the water. I understand that if I do not follow the Towns requirement of wearing my PFD, I face having my participation privileges revoked, and may be barred from activities. I understand that photographs, videos or other recording of my and /or child's face, likeness, and/or voice may occur during Town programs/activities, by signing below, I hereby agree that such face, likeness and/or voice may be published by the Town in brochures, newsletters, or other advertising for the Town.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering via fax, my facsimile signature shall substitute for, and have the same legal effect as, an original form signature.

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
WITNESS SIGNATURE

\_\_\_\_\_  
PRINTED NAME:

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE