

# **Welcome to Ringing Rocks Summer Playground!**

**Please use the cafeteria entrance.**

**Morning Drop Off: 8:50-9:00am | Afternoon Pick Up: 12:00 noon**

## **General Guidelines**

### **1. Children should wear closed-toe shoes and play clothes.**

Summer Playground is an active environment! We will do activities both indoors and outdoors. We will be using art supplies every day.

### **2. No snacks should be brought to Playground.**

This is for the safety and health of those that may have food allergies. Children should eat before they come to Playground.

### **3. Drinks will be available, but children are encouraged to bring their own water bottles.**

A variety of drinks will be available for the children daily. Children are encouraged to also bring their own water bottles marked with their name/initials.

### **4. All Trip Permission slips MUST be turned in the day before a trip (or sooner if possible).**

We must schedule transportation and provide numbers and payment to the trip location by 12:00 noon on the day before our trips. Permission slips will NOT be accepted on the day of the trip.

### **5. Students must “check in” daily.**

Please remind your child to check in! For safety and accountability reasons, we must take attendance every day. Children should check in with an attendance counselor as soon as they arrive to Playground.

### **6. Electronics & Toys: Please do not allow your child to bring toys/electronic games to Playground. Children may carry cell phones, but are not permitted to use them at Playground.**

Cell phones are not permitted to be used but we understand that some children carry them for safety reasons. If your child is seen using a cell phone without permission, he/she will be asked to put it away. Children are responsible for their own devices.

### **7. Communication:** Reminders will be sent out weekly via email. I will try to respond to emails within 24 hours.

**Thank you for your cooperation. We look forward to a great summer!**

# **Ringling Rocks Summer Playground Drop Off and Pick Up Procedures**

## **Morning Drop Off: 8:50-9:00am**

- Please use the cafeteria entrance.
- Please do not drop off children before 8:50am.
- You can park in the lot and walk your child to the cafeteria entrance, OR you can enter the drop off line with your vehicle.

## **Drop Off Line Information**

- Please enter the drop off line from Kauffman Road (north entrance near woods).
- Please do not park your car in the drop off line, as it is one-way and only wide enough for one vehicle. If you need to park and get out of your car, use the parking lot.

## **Afternoon Pick Up: 12:00 noon**

- Please pick up your child promptly at 12:00 noon.
- For pick up, children will gather in the fenced-in courtyard area right next to the cafeteria.
- You can park in the lot and walk to the fenced-in area to pick up your child, OR you can enter the pickup line with your vehicle.

## **Pick Up Line Information**

- Please enter the pickup line from Kauffman Road (north entrance near woods).
- Please pull all the way forward, even if it means going past the courtyard entrance. A counselor will walk your child to your car.
- It is helpful for counselors if you make/print a sign with your child's name on. If you make the sign visible to our staff, we can have your child ready for pick up more quickly. It helps keep the line moving and it saves you time!