



Dear Parents,

Welcome to Westchester Summer Day! Below you will find some useful information to help you and your children prepare for an exciting summer!

If you have any questions, please call us at (914) 698-8900 ext. 153

or e-mail us at: wsd@westchesterday.org

Open House Sunday June 27, 2010

Rain or Shine at 856 Orienta Avenue Mamaroneck, NY

Directions to our grounds are on the last page of this letter.

Come with your children to meet their groupleaders, but please leave your pets at home as they are not allowed on our grounds.

Visit us from 10:30AM until 12:30PM



Anticipating Changes

Have your vacation plans changed? Have you notified us of the exact dates that your children will be in attendance? This information affects transportation, size of groups, and off-ground trips. If you have any questions, call 914-698-8900 ext. 153.

Medical Forms

Medical forms (sent to you with your registration confirmation) **MUST BE SUBMITTED BEFORE MAY 21, 2010** to allow for processing prior to WSD opening day. According to New York State law, we must have a current medical form for every child in attendance. Please note

that if you would like our nurse to administer any medication (including Tylenol) to your child during the summer, you and your child's physician must complete and sign the Medication Administration form.

Required Clothing

Your children will spend their days with us actively involved in many different activities, including sports, arts and crafts, swimming, and boating. We request that you dress them appropriately to enable them to fully participate in all of our activities. Encourage your children to wear sneakers on a daily basis.



Children are not permitted to walk barefoot on our grounds at any time. It is recommended that every child leave a sweatshirt, rain jacket, and a hat at WSD as well as an extra set of clothes (shorts and a tee shirt), in case of "emergencies." All males must wear a head covering all day. Every piece of clothing should be clearly marked with your child's name in indelible ink or with a sewn in nametag - including sneakers, shoes, caps, and especially baseball gloves.

Every morning we require that each child bring 2 bathing suits, 2 towels, a beach shirt, and thongs or beach shoes. In order to have activities immediately, children should come dressed in a bathing suit under their clothes with an application of sunscreen. Nursery and kindergarten children must have an old crib sheet for their rest mat. In addition, they must also keep a complete set of clean clothes in their room during the summer.

Sunblock

Many of our outdoor activities are played on sunny fields. As such, we request that you apply sunblock to your child each morning before leaving for WSD, taking particular care to avoid the hands, and the area around the eyes and mouth. After each swim, if you have supplied your own sunblock, the group leaders will assist the children in reapplying sunblock. Each child must have his/her own sunblock, clearly labeled with their full name. Please apply first application at home.

Safety

1. **Road Patrol:** When you arrive on WSD grounds our security will stop you. After parking your car where requested, you must go to our Main Office to obtain a visitors pass. If you are leaving early with your children you are required to get a pass from our main office. We must know which children leave early in order to notify the bus driver. As you drive off the grounds our exit road patrol will ask for your pass. You must have a written pass to exit the grounds with the children in your car or if you are walking off the grounds with the children.



2. **Drive Slowly:** The safety of our children and staff is paramount. Please drive slowly on our grounds to protect all of our little and big people.

3. **Walkie-Talkies:** Our supervisors all carry walkie-talkies and will be happy to assist you with any questions you may have. For general information, please approach any staff member.

4. **Electronic games, cell phones, etc.:** Children and staff are not permitted to bring cell phones, electronic games, radios, or TV's on the grounds at any time. Parents, please see that your children follow this rule.

**We are not responsible for lost or stolen items of any kind on WSD property,
to or from WSD, or on a trip**

Visitor's Day is Everyday

We welcome visitor's every day except for the first and last day of the season. Therefore, visiting will begin Tuesday June 28th and run through Thursday August 20th. All visitors must go to our main office to sign in and obtain a visitor's pass, before going to visit their child.

Transportation:

1. **Bus Information:** Bus information will not be mailed until we have received payment in full.

2. **Notification of Bus:** Please be patient. After June 15th we will mail you a postcard with the anticipated pick-up time for the first morning. Once we open for the summer our office will be open Monday through Friday from 8am to 5pm.

3. **Change of Bus:** When making playdates for after hours, do not assume that your child can ride a different bus home without confirming with us as to space availability.



Many of our busses operate at full capacity and often there is not an extra seat on the bus. We must have advance notice whenever your child is not to go home on his/her bus.

4. **Extensions:** If you plan to extend your child's stay at WSD, we must be notified as soon as possible to ensure continued bus service. Extensions will be accepted as space permits; all extensions must be prepaid.

Swimming Policy

1. **Safety:** All of our children will be water tested during their first few days at WSD to determine their swimming ability and whether they are deep water swimmers. Throughout the summer, we will retest any child who has shown significant improvement in their swimming ability.



2. **Reluctant Swimmers:** Children will not be forced into the water, but they will be required to change into swimsuits and stay at the pool or beach area with their group. We encourage all children to participate in this important part of our program. Only children with a parent/doctor note will be allowed to stay out of instructional swim.

3. **Non-Swimmers:** If your child is not to participate in swimming activities for medical reasons, please send a special note to your child's group leader.

All Instructors and Lifeguards at our pools are licensed with American Red Cross certification.

Rainy Day Policy

On rainy days WSD may send groups of children to enjoy activities at various indoor facilities. These activities include, but are not limited to, local movie theaters, bowling allies, sports and amusement centers. These last minute plans will be made at the discretion of the director.

Please follow this link for directions to our grounds.

<http://www.westchesterday.org/contactus/directions.cfm>

We look forward to seeing you on June 27, 2010!