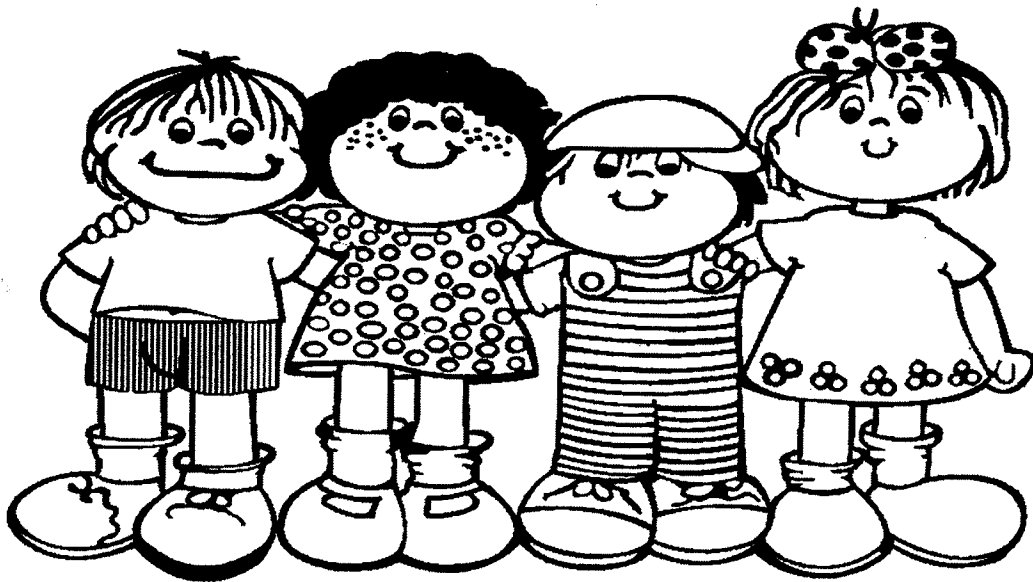
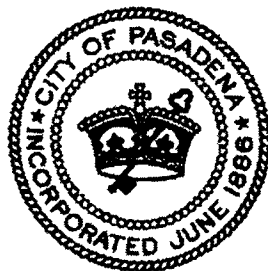


City of Pasadena
Human Service & Recreation Department

After School Playground Program



The Benefits Are Endless.....



CITYWIDE RECREATION & HUMAN SERVICES DIVISION
September 10, 2009—June 24, 2010

June 15, 2009

Dear Playground Program Participant:

The City of Pasadena Citywide Recreation After School Playground Program will continue to implement the new registration process for the upcoming PUSD school semester, which begins Thursday, September 10, 2009. You will be required to re-register for the After School Playground program each semester. We hope to make this process as convenient as possible. To complete registration for the fall semester, please follow the step process below:

Step I

To begin the online registration process, visit: <http://activenet.active.com/cityofpasadena> beginning August 3, 2009. If you do not have Internet access proceed to Walk-in Registration and Payment.

Step II

Create an account. Once your customer account has been established via an email confirmation, you may proceed to registration and payment.

Step III

Pay registration fees as follows:

- \$25.00 per first child in the family and \$22.50 each additional child (10% sibling discount)

Fees cover:

- Program materials and supplies at all playground program sites, from September 10, 2009 – January 30, 2010 (excludes pupil free days and holiday break.)
- Limited special events and activities
- Program participant wristband (must be worn while in the program)
- Secondary insurance provided in case of emergency
- Photo identification Card (photo dates and times to be announced)

Walk-in registration and payment of fees will be processed at Jackie Robinson Center, 1020 N. Fair Oaks Ave. rm 214 on the following dates:

Monday – Thursday
August 24 – 27
3:00 – 6:00 p.m.

and

Monday - Thursday
September 14 - 17
3:00 – 6:00 p.m.

All parents are required to complete a new *Supplemental Information* form, including specific days and times that your child(ren) will be enrolled in our program. Please submit your *fees* with the *Supplemental Information* form at the time of registration.

For more information, please contact Stephanie Carter at (626) 744-7532, scarter@cityofpasadena.net or Elizabeth Luna at (626) 744-7302, eluna@cityofpasadena.net.

Sincerely,



Lisa Jeffery
Citywide Recreation and
Human Services Administrator



Darrell Walker
Recreation Supervisor

Office address: 1020 N. Fair Oaks Ave., Pasadena, CA 91103 (626) 744-7530 fax (626) 744-3721

To: Parents/Guardians

From: Darrell Walker, Recreation Supervisor

Subj: City of Pasadena, After School Program

Welcome to what we expect to be an incredible school year for our City of Pasadena City Wide Recreation After School Playground Program. Our goal is to create a fun, safe environment in which to enhance your child's recreation opportunities. In order help prepare your child for a successful year in our program; we have assembled some key guidelines that need to be followed.

Participants leaving the program must be signed out by the authorized parent/guardian listed on the emergency enrollment form. **Exception:** A parent/guardian must submit to our staff on site written permission for a child to walk home or leave with a person not listed on the child's emergency enrollment form.

A child will not be allowed to return for participation in the program if the parent/guardian is late picking up the child one-time. The Recreation Services Specialist along with the Police Department will be notified if necessary. In order for your child to return to the program you must call the Recreation Supervisor, Darrell Walker at (626)744-7530.

Happy Grams are given to participants who are

- Outstanding student, friend or helper.
- Showing Excellency in school, sports or any other activity.
- Being courteous and respectful to everyone.
- Exceptional leaders.

Sad Grams are issued to participants who

- Do not follow the playground rules set forth by the school and the after school program. Once a participant receives three (3) verbal warnings a Sad Gram will be issued.
- The Sad Gram must be signed by the parent/guardian and returned to the Site Coordinator.
- Failure to respond to the Sad Gram will result in your child being suspended from the after school program.
- If a participant receives three (3) Sad Grams during the school year it will results in suspension or permanent dismissal from the after school program.

Zero Tolerance Rule for the following. (Expulsion from the program)

- Intentional bodily harm to another student (fighting).
- Intentionally destroying public property.
- Using foul language.
- Threatening other participants or staff.
- Carrying weapons of any sort.

Your cooperation is greatly appreciated, if you have any questions or need further information please call Elizabeth Luna at (626) 744-7302 or Stephanie Carter-McKenzie at (626) 744-7532.

AFTER SCHOOL RECREATION PLAYGROUNDS PROGRAM

Monday - Friday
2009- 2010 School Year



IT'S TIME FOR PLAYGROUND FUN AT THE AFTER SCHOOL SITES!

The after school recreation program is a fun experience in social engagements where children can pick and choose activities while being supervised. Our number one goal is to provide a safe and fun environment for children on the playground after school. We also offer a weekly schedule of art and crafts, high and low organized games, youth sports and more!

The City of Pasadena

- Online Registration available, visit www.cityofpasadena.net .
- The after school City sponsored drop-in program (IS NOT A LICENSED CHILD CARE PROGRAM) and is exempt from state license regulations.

EAST AREA coordinated by Stephanie Carter (626) 744-7532					
SCHOOL	ADDRESS		PHONE	***HOURS OF OPERATION	
				Monday	Tuesday - Friday
Don Benito School	3700 Denair Street	91107	396-5870	12:00-6:00 pm	2:45-6:00 pm
Field School	3600 E. Sierra Madre Blvd.	91107	396-5860	1:00-6:00 pm	2:45-6:00 pm
Hamilton School	2089 Rose Villa Street	91107	396-5730	1:00-6:00 pm	2:45-6:00 pm
Jefferson School	1500 E. Villa Street	91106	396-5710	12:15-6:00 pm	2:00-6:00 pm
Longfellow School	1065 E. Washington Blvd.	91104	396-5720	12:15-6:00 pm	2:00-6:00 pm
Webster School	2101 E. Washington Blvd.	91104	396-5740	12:15-6:00 pm	2:00-6:00 pm
Willard School	301 S. Madre Avenue	91107	396-5690	12:15-6:00 pm	2:00-6:00 pm
WEST AREA coordinated by Elizabeth Luna (626) 744-7302					
SCHOOL	ADDRESS		PHONE	***HOURS OF OPERATION	
				Monday	Tuesday - Friday
Cleveland School	524 Palisade Street	91103	396-5670	1:00-6:00 pm	2:45-6:00 pm
Jackson School	593 W. Woodbury Road	91001	396-5700	1:00-6:00 pm	2:45-6:00 pm
Loma Alta School	3444 N. Canon Blvd.	91001	396-5750	12:15-6:00 pm	2:00-6:00 pm
McKinley School	325 S. Oak Knoll Ave.	91101	396-5630	1:00-6:00 pm	2:45-6:00 pm
Madison School	515 Ashtabula		396-5780	12:15-6:00 pm	2:00-6:00 pm
Roosevelt School	314 N. Pasadena Avenue		396-5770	1:00-6:00 pm	2:45-6:00 pm
San Rafael School	1090 Nithsdale Road		396-5790	12:15-6:00 pm	2:00-6:00 pm

* Late transportation available. For further information, contact Darrell Walker (626) 744-7530 or dwalker@cityofpasadena.net

** After School Playground Program available during early Mondays and minimum days; closed holidays and pupil free days.

*** STAFF WILL NOT BE THE PLAYGROUND PAST THE PROGRAMS SCHEDULED CLOSING HOUR. PLEASE BE ON TIME PICKING UP YOUR CHILD(REN).