

Clinton Parks & Recreation's Extended Day Playground 2026-27

Program Hours: 7:00am-8:30am & 3:00pm-6:00pm

Office Hours: 8:00am-4:00pm (visits by appointment only)

(978) 365-4140 CPRExtendedDay@gmail.com

We at Clinton Parks & Recreation are proud to share that we are now completing our first full year operating the Extended School-Day Care Program for the 2025–26 academic year. While this program began as a transition from the previous school-sponsored offering, we have spent the past year building strong relationships with families, students, and staff to create a consistent, welcoming, and engaging environment for all participants.

We are grateful for the trust placed in us and are excited about the progress made so far. As we look ahead, we remain committed to continuing to grow, strengthen, and improve the program in partnership with our families and staff for years to come.

Program Overview & Philosophy:

We are dedicated to providing a supportive, safe, and enriching environment for all participants throughout our programs. As we take on this new role, we are excited to bring our core values of **respect, kindness, safety, cooperation, and contribution** into this program. We understand that this service is essential for families, and we are committed to making this transition as smooth as possible, ensuring that all participants have a positive and rewarding experience.

Our goal is to offer a well-rounded program that not only provides a safe and enjoyable space for students, but also encourages academic success and social-emotional development. Through structured activities, homework support, recreational opportunities, and an emphasis on community-building, our goal is always to help children grow in confidence, responsibility, and to show respect for themselves and for others.

We recognize that each child is unique and may have different needs. As such, we strive to create an inclusive environment where every participant feels valued and supported. We encourage open communication with families to ensure that the program meets the needs of each child, and we are committed to working together to provide the best possible experience for everyone.

Enrollment & Registration:

Eligibility:

This program is open to children in grades K-6 who are enrolled in the Clinton Public Schools system. We have made accommodations with the school system to ensure that this program can be available to children through 6th grade, though it may look slightly different for those CMS students.

Beginning the 2026-27 academic year, we are also offering a volunteer based program for 6-8th graders. The details of this program will be announced shortly under ***“Extended Day Leaders”***.

Registration & Tuition:

Families may choose to enroll on a month-to-month basis or for the full school year in advance. Both options will be available on our enrollment portal at clintonrec.recdesk.com. The full year option opens in May of the previous school year, and the month-to-month option will become available at the beginning of August.

Upon enrollment, if registering for the full academic year, one's first month tuition (\$275) is required in full as a *non-refundable deposit*, while if enrolling month-to-month, a \$100 *non-refundable deposit* will be due at the time of registration.

Any given month's tuition is required to be paid in full no later than **the last Monday of each month** (Tuesday in the instance of a holiday). If a month's tuition is unpaid, a participant will not be permitted to attend the program and will need to be picked up/bussed home from school directly following the school day. If a month's tuition is paid late, the total amount due will not be prorated for missed program days. Annual tuition is based on the 176 program days and is divided into 10 equal monthly payments for convenience

The deadline to register for any given month is the first day of the month prior. For example, to enroll in November 2026, one must be registered by October 1st with a 50% deposit, and payment is due in full no later than the last Monday of October. This is necessary for planning aspects of supplies and staffing needs.

All forms must be completed prior to participation in the program. If forms are incomplete, participants are not permitted to attend.

2025-2026 Tuition Breakdown

Before-School Care 2025-2026	After-School Care 2025-2026	Before & After Care 2025-2026
\$125/Month	\$275/Month	\$380/Month

Please note that the \$20/off each month must be applied through the office. Please reach out to the office to claim this offer.

2026-27 Registration & Tuition Deadlines by Month

Program Months	Registration Deadline	Tuition Deadline
August/September 2026	August 1st, 2026	August 24th, 2026
October 2026	September 1st, 2026	September 28th, 2026
November 2026	October 1st, 2026	October 26th, 2026
December 2026	November 1st, 2026	November 23rd, 2026
January 2027	December 1st, 2026	December 28th, 2026
February 2027	January 2nd, 2027	January 25th, 2027
March 2027	February 1st, 2027	February 24th, 2027
April 2027	March 1st, 2027	March 29th, 2027
May 2027	April 1st, 2027	April 26th, 2027
June 2027	May 1st, 2027	May 25th, 2027

Cancellations & Refund Policies:

- If for any reason program days are missed, or a participant is asked to leave the program no refunds will be provided. No exceptions.
- All deposits are non-refundable. Regardless if enrollment is pulled prior to the program start date.
- No refunds or credits will be issued for remitted payment if a participant withdraws from the program even if it is prior to the start date.
- If a program is cancelled by the department, a full refund will be issued. Refund checks will be issued by mail from the Town of Clinton and must be processed by the Town’s Accounting & Treasury departments. This process typically takes 4-6 weeks for reimbursements to be remitted.

Location & Scheduling:

This program’s homepage is the Clinton Elementary School Cafeteria, but other areas of the school including the gymnasium, playgrounds and fields will also be utilized during the duration of the program.

- ❖ **Before School Care for CES students** will begin at 7:00am and run until approximately 8:30am when students are dismissed for their classes.
- ❖ **Before School Care for CMS students** will take place at the Clinton Middle School Cafeteria and will run from 7:00am to approximately 8:00am when students are to report to their homeroom classes.
**Please note this change in location*
- ❖ **After School Care for CES Students** will begin at 3:00pm when participants are dismissed from their classes and will run until 6:00pm.
- ❖ **After School Care for CMS Students** will begin at approximately 2:45pm and will run until 6:00pm. Once Participants are dismissed from their classes at 2:30pm, they will take the school bus and get off at the added Clinton Elementary School bus stop. At their time of arrival, CPR staff will be waiting at the stop to check in CMS students.
Additional transportation information will be provided prior to the program’s start date.

Half Days & School Vacations:

Half days and school vacation days are considered **non-program days**. This means that care provided on these days is not part of the regular program, but is something we offer. As such, it will require separate registration and additional fees, and may be staffed differently than our standard program days.

DATE(S)	EVENT	LOCATION	REGISTRATION
September 4th, 2026 12-6pm	Half Day Field Trip	CES/Launch	LINK
October 30th, 2026 12-6pm	Half Day Field Trip	CES/Launch	LINK

December 4th, 2026 12-6pm	Half Day Field Trip	CES/Launch	LINK
December 23rd, 2026 12-6pm	Holiday Playground	CES	LINK
January 29th, 2027 12-6pm	Half Day Field Trip	CES/Launch	LINK
February 16-19th 2027 9am-3pm	Vacation Playground	CPR Building	LINK
March 26th, 2027 12-6pm	Half Day Field Trip	CES/Launch	LINK
April 20-23rd, 2027 9am-3pm	Vacation Playground	CPR Building	LINK
May 17th, 2027 12pm-6pm	Half Day Field Trip	CES/Launch	LINK
June 3rd, 4th, 7th, & 8th, 2027	Color Wars	CES	LINK

Non-Program Days:

In addition to the predetermined **Non-Program Days (detailed by month on the following page)**, there will be no Before-Care in the instance of a weather related or otherwise unexpected delays, no After-Care in the instance of early dismissals for weather or any other reason, and no programming at all to take place on snow days.

Program by Month	No Before Care Days	No After-Care Days
August/September 2026	9/7 (Labor Day)	9/7 (Labor Day) & 9/4 (Half Day)
October 2026	10/13 (Columbus/Day)	10/13 (Columbus Day) & 10/29 (Half Day)
November 2026	11/11 (Veteran's Day), 11/26-11/27 (Thanksgiving Break)	11/11 (Veteran's Day), 11/25-11/27 (Thanksgiving Break)
December 2026	12/23-12/31 (Holiday Break)	12/4 (Half Day) & 12/23-12/31 (Holiday Break)
January 2027	1/1 (Holiday Break) & 1/18 (MLK Day)	1/1-1/2 (Holiday Break), 1/18 (MLK Day), 1/29 (PD Half Day)
February 2027	2/15-2/19 (February Vacation)	2/15-2/19 (February Vacation)
March 2027	3/26 (PD Day)	3/26 (PD Day)
April 2027	4/19-4/23 (April Vacation)	4/19-4/23 (April Vacation)
May 2027	5/25 (Memorial Day)	5/17 (Half Day), 5/31 (Memorial Day)
June 2027	6/18 (Juneteenth) if applicable	(6/3-6/8) (Half Days), Last Day of School, & 6/18 (Juneteenth)

Pick-Up/Drop-Off Procedure:

CES Morning Drop-Off:

- Drop-Off begins promptly at 7:00am. Participants will not be permitted into the building prior to this time.
- Please drive around the back of the school to the Ash Street side, and find the first set of double doors along the side of the cafeteria.
- We ask that parents/guardians please walk their children to the door, where you will be greeted by a staff member for check in.
- Parents/Guardians will NOT be allowed inside the building beyond the check-in table for any reason. Please plan goodbyes accordingly.
- Participants will not be permitted at before-care after 8:15am. If you arrive after 8:15 am please proceed to the parent drop-off line.

****CMS Morning Drop-Off:***

- CMS Students will be dropped off per normal, and be walked to the High Street intersection bus stop by a staff member.

Afternoon Pick-up:

- Please drive around the back of the school to the Ash Street side, and find the first set of double doors along the side of the cafeteria.
- Parents/Guardians must exit their vehicle, walk to the doors and sign their children out with the program supervisor.
- Participants must ALWAYS be checked out by staff prior to leaving the premises.
- We ask that participants are not picked up from after-care until 3:45pm, as we want to ensure that all children are properly accounted for and settled into the program.
- Participants must be picked up by an adult who is listed on their approved pick up list.
- ID is ALWAYS REQUIRED. Participants will not be released unless ID is provided and matches the approved pick up list.
- Adding new individuals to the approved pick up list must be in writing by a parent at least 24 hours in advance.
- Please arrive no later than 6:00pm for program pick-up. At 6:01pm there will be an automatic \$20 late fee, and \$5/min after the first 10 minutes. No exceptions. Fees accrued must be paid prior to your child returning to the program the following day.

Reporting Participant Absences:

- Extended Day adheres to the same health and safety procedures as the school day. If your child is excluded from school for health reasons, they are not allowed to attend extended days. If your child will be absent from either one of our programs. Please report this absence either via email (CPRExtendedDay@gmail.com) or by contacting the office at (978)365-4140.
- This program is not affiliated with Clinton Public Schools, therefore absent student lists will not be provided to program staff. It is the responsibility of the parent/guardian to let us know that your participant will not be in attendance.
- In the instance that your child is not in attendance at our program, and was not reported as absent, we will be calling members listed on the emergency contact list to ensure that they are at home, dismissed or otherwise accounted for.

Staff & Structure:

The Extended Day Playground Program is managed by the Clinton Parks & Recreation Department. A dedicated Site Supervisor oversees the daily operations to ensure a safe, engaging, and well-structured environment for all participants. Our team consists of experienced and professional staff members, and we strive to maintain a 1:10 staff-to-child ratio to provide quality supervision and support.

While we work closely with school administrators to promote consistency throughout the day, please note that this program is not affiliated with Clinton Public Schools. Any questions or concerns should be directed to your Site Supervisor or the Parks & Recreation Department rather than school personnel.

Participant Support & Individual Accommodation:

We strive to support a variety of learning styles and needs throughout all of our programming, this program operates with a 10:1 participant-to-staff ratio, which may not provide the level of specialized or one-on-one support some participants may require for safety or success. While we do not offer therapeutic or special education services, we have many ways of welcoming and accommodating participants. We recognize that every student's needs are different, and circumstances will vary on an individual basis.

Before enrolling, we require that a parent or guardian who is unsure if our program will be a good fit for their participant's needs schedule an in-person meeting with administration, at which time we can determine whether the program is equipped to provide your child with a safe and successful environment for their individualized needs and discuss the possibility of reasonable adaptations or accommodations to support their experience. Additionally, we will offer a 30-day paid trial period to ensure the program meets your child's needs. During this time, we will assess how well they adjust, and tuition for additional months will not be collected until it has been established that the program will be a good fit.

Medical Needs & Health Concerns

If your child has any immediate health concerns, allergies, or requires a care plan (such as medication administration, emergency/accident protocols, or other special medical accommodations), please note this on your registration form and contact our office to schedule a meeting prior to the start of the program. This will help us ensure we have all necessary information to provide your child with a safe and positive experience.

There is no nurse on duty during extended day hours, and extended day staff are not allowed to give any OTC medication. If your child has an allergy requiring an epi-pen, inhaler or other medical device you will need to provide one to Extended Day as we do not have access to the nurse's office. Please check to make sure your prescription and device are not expired. The device must be in the original packaging with the prescription label.

If a child becomes ill while at the ***Before-School Program***, the child will be sent to the school nurse, and a message via text or email will be sent as a notification for parents. A determination of next steps will be made by the school, and should be addressed with CPS thereafter.

If a child becomes ill while at the **After-School Program Program**, leadership will contact a parent/guardian for pick up, and will continue to call the other individuals listed on a participant's emergency contact list if unable to reach the primary point of contact.

If a participant requires emergency medical treatment while participating in the program, parent/guardian/emergency contact will be notified immediately, and the child may be transported via ambulance to the nearest hospital for immediate attention. Staff will accompany a student to the hospital if a parent is not present at the time the ambulance arrives.

Behavior Expectations & Management:

Our goal for all of our programs is to create an environment where all participants feel safe, welcome and happy at all times. We strive to maintain an environment where following our program Code of Conduct and Core Values is the expectation, and where participants are encouraged to learn from their mistakes moving forward. Emphasis is placed on helping participants develop the skills they need to solve problems and resolve conflicts by themselves. We advise all parents/guardians to review these resources on our website with your participant prior to the program start date.

CPR Staff will discuss the program expectations with all children to ensure they understand the standards for behavior and consequences of misbehavior. If participants are demonstrating unacceptable or inappropriate behavior, we will be utilizing the "Three-Strike Accountability System" that has proven to be successful during similar past programming, and the following steps will be taken.

- If a participant is continuously exhibiting a behavior that violates our program code of conduct despite staff warnings a strike will be given and the participant may sit out from activity for a determined amount of time. A call home or parent notification may be issued depending on the severity of the violation.
- Upon a **first strike**, a staff member will discuss with the participant why the strike was issued, restate the expectations, and discuss how this behavior can be avoided moving forward.
- If the same behavior persists, or another violation is exhibited, a **second strike** may be given with or without additional warning. At this point, the participant will be removed from the activity and may have to have a conversation with a department or program supervisor discussing the exhibited behaviors and following consequences. At this time it is likely that a call home may occur.
- In the instance of a **third strike**, a parent/guardian will be called, and the participant will need to be picked up from the program immediately and may not return the following program day or possibly for the remainder of the week.
- Any strikes accumulated will last through the entirety of the week, but will not carry over to the next. Strikes 'reset' with a clean slate each Monday.

If a third strike is given repeatedly, a meeting with the parent will be scheduled, and the participant may be asked to leave the program temporarily or indefinitely. Consequences will always be dealt according to the severity of actions. Please be advised that each individual child and situation is different. These steps may be modified to adapt to a child or situation. Children may be immediately

removed from the Extended Day Program, without adherence to the above steps, if their behavior endangers their own safety or the safety of others in the program.

Snacks:

Before-School: No snack will be provided. You are more than welcome to send your child with breakfast, or a morning snack that they are able to eat in the cafeteria.

After-School: No snack will be provided. Please send your child with with a snack they can eat while while in the cafeteria during homework time.

Activities

Extended Day provides a routine with many choices available to students each day. Activities vary daily, and are chosen based on the age, interest and abilities of the students. Some examples of options on a given day include: crafts, gym games, outdoor play, board games, building materials (ex: legos), books, puzzles, dramatic/creative play, or special events/activities.

If your child has a specific toy/game/activity in mind that they believe that the group would enjoy, please encourage them to bring this idea to program staff, as it may be something that can be incorporated.

Toys, Games, and Device Policy:

Please note that toys, games, cell phones and other devices/items from home are prohibited from use during the time of the program. We ask that you please discourage your child from bringing these items to the program. If for any reason a toy/game from home is present at the program, it must remain in your child's backpack otherwise it will be held by program staff and returned to the parent at pick up.

Likewise, all cell phones and devices must remain powered off in one's backpack at all times. If a cell phone or device for any reason becomes an ongoing distraction, or issue it will need to be turned in to staff for the duration of your child's time at the program. If for any reason a parent needs to get ahold of their child during program hours, please contact the office or site supervisor and we will promptly get you in contact with your child.

Clinton Parks & Recreation discourages participants bringing their cell phones and devices to the program, and we are not responsible for any broken, lost, or stolen property.

Homework:

We will provide a quiet period every day for students to complete their homework or daily reading. Younger students who aren't assigned homework will have an alternate activity such as story time or activity sheets during this down-time. Our staff members are available to answer students' questions to the best of their ability and to encourage them to complete their assignments, but we are not able to provide tutoring services, correct assignments, or ensure homework completion.

Communication:

We value open and clear communication between families and our staff. We encourage families to stay up to date with program information via our Facebook Parents' Group (<https://www.facebook.com/share/g/152Rsn4vn/>), additionally an email newsletter will be sent out on a regular basis with any reminders or special notifications for a given month.

All programming questions or concerns can be addressed by our program supervisor or CPR administration. In the interest of keeping on-site staff's attention on program participants at all times, we ask that any inquiries that may be more lengthy to please reach out via email at CPRExtendedDay@gmail.com - this email will be addressed by all program and department leadership, or call the office directly at (978) 365-4140.

CMS Leaders Program:

CMS Leaders is a voluntary, structured after-school enrichment program designed for students in grades 6–8. This program provides a safe, supervised environment where students participate in engaging recreational activities while also taking on supportive helper roles within the program.

This program offers students a consistent after-school space led by Parks & Recreation staff. In addition to daily activities, participants have opportunities to assist staff by supporting programming for younger children, helping with activities, and modeling positive behavior in a structured and supervised setting.

Activity Opportunities:

- Organized games and recreational activities
- Arts, crafts, and creative projects
- Group games and team-building activities
- Homework or quiet study time (everyday from 3:00pm-3:30pm)
- Assisting staff with activities involving younger participants (K–5)
- Supporting transitions, setup, and clean-up during programming
- Themed days, special events, and enrichment activities

Schedule:

CMS Leaders runs immediately after school dismissal on regular school days. Students will be bussed from CMS to CES, and a staff member will receive them at the bus stop. They are to report directly from school to the program site, where they remain under staff supervision until parent/guardian pickup.

Cost & Registration Details:

\$25 per week (flat weekly fee). This is not prorated, and will not be refunded if the participant is not able to attend for any reason. Participation in CMS Leaders is expected to be appropriate for a structured program that includes assisting with younger children. If a participant is unable to consistently meet behavioral expectations or safely participate in the program, staff may remove them from the CMS Leaders component and/or the program.