

Upper Moreland Township
Department of Parks and Recreation

2026
SUPERVISED PLAYGROUNDS



Parent Information Packet

~ Updated 3/11/2026

Township of Upper Moreland
Department of Parks and Recreation
117 Park Avenue, Willow Grove, PA 19090-3274
Office (215) 659-3100 x 1039 Email: jhartigan@uppermoreland.org

**REGISTER ONLINE AT: www.uppermorelandrec.com or at the
UMPR office beginning on Monday, March 16, at 9am**

2026 SUPERVISED PLAYGROUND INFORMATION

Dates: June 15 – August 7 (omit June 19 & July 3 / August 7 ends at Noon)

Days: Monday – Friday

Time: 8:30am – 4:30pm (extended supervision available)

Location: Upper Moreland Intermediate and Middle School
Grounds / Buildings

Fees: \$1,500 for the full 8 Weeks

OR \$800 for either the first or last 4 weeks (see pg 4)

Ages: Upper Moreland Youngsters Entering Grades 1 - 8

Table of Contents:

Fees – Program Fees	Page 4
Fees – Payment Deadlines	Page 5
Fees – Refund Policy	Page 6
Procedure – Program Registration Information	Page 5
Procedure – Inclement Weather	Page 7
Procedure – Participant Information Sheet	Page 7
Procedure – Discipline	Page 9-12
Program – Description	Page 3
Program – Staff	Page 3
Program – T-shirt Information	Page 5
Program – Group Breakdown	Page 5
Program – Swimming	Page 6
Program – Questionnaire	Page 7
Program – Contact Information, Tax ID and Important Dates	Page 12-13
Supervision – Extended Supervision Program	Page 4
Supervision – Transportation	Page 6
Supervision –Green Light Policy	Page 8
Supervision – Drop off Procedures	Page 8
Supervision – Pick up Procedures & Red Dot Policy	Page 8-9
Supervision – Participant Code of Conduct	Page 9-10
Trips – Local Trips	Page 7-8

WHAT DO WE OFFER?

The Department of Parks & Recreation offers a supervised recreational program, which includes sports, fun & games, special events, arts & crafts, and various trips. We are open to Upper Moreland resident youngsters entering GRADES 1-8. Our playground program is offered as one (1) eight-week or two (2) four-week sessions. We are an all-weather program with indoor facilities in case of inclement weather.

2026 Supervised Playgrounds are offered at TWO locations (Grades are based on **Fall 2026**):

- U.M. Intermediate School: **entering 1st Grade Group (red shirts)**
- U.M. Intermediate School: **entering 2nd Grade Group (orange shirts)**
- U.M. Intermediate School: **entering 3rd Grade Group (green shirts)**

- U.M. Middle School: **entering 4th Grade Group (purple shirts)**
- U.M. Middle School: **entering 5th Grade Group (gold shirts)**
- U.M. Middle School: **entering 6th- 8th Grade Group (blue shirts)**

Parents are reminded that our Staff is available during regular playground hours. *Youngsters arriving early and staying late are the responsibility of the parents.* Please be sure to pick up and drop off your youngster at the stated times. *It is imperative that you stress to your youngster that they should remain at the facility the entire day. Our responsibility ends when your youngster leaves the program site.*

Playground programs will be open from Monday, June 15 through Friday, August 7. All programs will be CLOSED on June 19 for Juneteenth and July 3 for the Independence Day Holiday. We will close at Noon on Friday, August 7th.

A complete calendar of events will be available as trips and special events are confirmed. Please refer to this calendar daily to see which group is participating in which activity. In addition to this calendar, you will receive a weekly newsletter which lists daily activities and specific information for each day. The newsletter includes site contact information and activity descriptions.

Examples of local trips: Arcade, Thrillz, Movies, Altitude, Bowling, Chuck E Cheese.
Examples of on-site activities: Magic Shows, Inflatables, UMPD/UMFD visits.

ALL trip admissions and on-site activities **are** included in your registration fee. Some admissions also include lunch. Please refer to your weekly newsletter OR ask your Site Supervisor if you have any questions as to what is included. You may wish to send extra money if you feel your child will want to participate in additional activities and/or purchase snacks at trip locations. Additional money that you may send is your child's responsibility. **We suggest that you bring any extra money in a baggie labeled with your child's name.** Leaders cannot 'hold' money.

STAFF

Our staff members are caring, energetic individuals and most have a background in childcare, teaching, and/or parks and recreation. A majority of our Playground Program Site Supervisors are certified teachers. All have current FBI clearances, PA Criminal History Check, PA Child Abuse clearance, and a Mandated Reporter Training Certificate. Many of our staff are certified in American Red Cross CPR / First Aid / AED.

SUPERVISED PLAYGROUND REGISTRATION FEES

Fees are not prorated based on attendance.

Full 8 week options:

June 15 – August 7 (omit June 19, July 3; Aug. 7 is ½ day; ending at Noon)
Monday-Friday, 8:30AM-4:30PM (extended supervision available)

\$1,500

First 4 weeks options:

First 4 weeks - June 15 – July 10 (omit June 19 and July 3)
Monday-Friday, 8:30AM-4:30PM (extended supervision available)

\$800

Last 4 weeks options:

Last 4 weeks - July 13 – August 7 (August 7 is ½ day; ending at Noon)
Monday-Friday, 8:30AM-4:30PM (extended supervision available)

\$800

MULTI CHILD DISCOUNT: WE OFFER A MULTI-CHILD DISCOUNT

\$50 off each sibling for 8-week program (must be same household)

\$20 off each sibling for 4-week program (must be same household)

An Extended Supervision Program is offered from 7:30am - 8:30am OR 4:30pm - 5:30pm daily (excluding Aug. 7). If registering both options, your child may attend the program from 7:30am – 5:30pm. Fee: \$150 for before OR aftercare for the 8 weeks session OR \$75 for before OR aftercare for either 4 week session. Extended Supervision will be held at the UM Primary School.

Log into www.uppermorelandrec.com to register and pay.

Registration opens on **MONDAY, MARCH 16, at 9am.**

A deposit of \$300 (4 week session) or \$500 (8 week session) per child must be made at the time of registration.

PAYMENT DEADLINES:

Final payments must be made by:

Friday, May 22 (for the full summer and first 4-week option)

Friday, July 3 (for last 4-week option)

Payment plans are available, but **MUST** be scheduled and approved at the time of initial registration.



No youngster will be allowed to participate in the program until ALL fees are paid in full.

PAYMENTS:

When enrolling, you have two payment options:

1. Check out Online and pay via credit card. In this case, you will be assessed a 2.99% convenience fee that goes **DIRECTLY** to the credit processor. This fee will **NOT** be refunded.
2. Walk into the Parks and Recreation office and pay via cash, check, or credit card the morning of registration. If you elect to pay via credit card in the office, you will still be assessed a 2.99% convenience fee. Shirt sizes will be ordered based on your selection. Shirts will be available for pick up Mid-May. Additional t-shirts will be available in June.



T-SHIRT INFORMATION

All participants receive 1 program t-shirt. *We ask that your child wear his/her Supervised Playground shirt on **all** days when we leave the site.* Additional shirts are \$10 each.

T-Shirt Colors: **Red** = 1st Grade, **Orange** = 2nd Grade, **Green** = 3rd Group, **Purple** = 4th Grade, **Gold** = 5th Grade, **Royal Blue** = 6th – 8th Grade

*Shirts will be available **UPDATE**.*

Whether your child is registered for 1st 4 weeks, 2nd 4 weeks or all 8 weeks, you **must order and pick up your shirt by UPDATE to receive the size requested.**

Additional T-shirts may be purchased through the online store.

All items and clothing should be marked with the Camper's name for easy identification. It is suggested that youngsters dress appropriately for the weather. A hat and sunscreen should come to camp each day to help protect youngsters from heat/sun. Sneakers will allow them to participate in the many activities that the staff has planned each day. Should an activity require special attire (swimming, waterslides, competition days, etc.), it will be listed in your weekly Newsletter.

Refund Policy

Parents wishing to withdraw their youngsters from our program are entitled to the following:

1. *Through June 5: Full refund, upon return of program t-shirt and cinch bag.*
2. *During the first week of enrollment: Full amount paid minus prorated daily rate.*
3. *After the first week of enrollment: No refunds are available.*
4. *Refunds will **not** be issued for any child being asked to leave the program for disciplinary reasons.*

AGE GROUP BREAKDOWN

Our playground participants are divided into six age-groups. **Red** = 1st Grade, **Orange** = 2nd Grade, **Green** = 3rd Group, **Purple** = 4th Grade, **Gold** = 5th Grade, **Royal Blue** = 6th – 8th Grade. These are the grades that each child is ENTERING for the 2025-26 school year. **The registration system will AUTOMATICALLY roll your child's grade up from 2025/26 to 2026/27 grade.**

SWIMMING

We will be using the UM Middle School pool to swim on Monday or Friday mornings. Swimming is optional for campers but they will all report to the location. Please send your child in their swim suit and send a towel and change of clothing for after swimming. We have access to locker rooms for changing AFTER they swim. The shallow end of the pool is 4'3". Counselors will be in the water with the children. You may send floatation devices / floaties / water wings / goggles, etc. PLEASE CLEARLY LABEL ALL ITEMS.

Swim tests will be performed by Certified Lifeguards for all campers wishing to swim in the deep end. Swimmers must swim the length of the pool and then tread water for 2 minutes. Swimmers will get a deep end band once they pass the test. Supervisors will have a list of the children who pass.

TRANSPORTATION

All youngsters must be dropped off and picked up at the playground location for which they are registered. The Township does transport youngsters to and from events that are offered off site. However, responsibility for morning drop off and afternoon pick up lies solely with the parents/guardians.

Drop off / Pickup for 1st - 3rd Grades: Please park your car in the **Primary School** Parking lot and walk your child to their Color Group's sign in/sign out table.

Drop off / Pickup for 4th & 5th Grades: Please park your car in the small lot on the left back/pool side of UMMS and walk your child to their Color Group's sign in/sign out table.

Drop off / Pickup for 6th- 8th Grades: Please park your car in the parking area on the left side of UMMS and walk your child to their Color Group's sign in/sign out table.

If someone other than you will be picking up your youngster, this information must be provided at the time of registration (or we must have received your signed written notification giving permission for your child to leave with someone other than those listed on the form). When they arrive to pick up your child, they will be asked to show photo ID and that will be checked against

the names you listed on the form. If they are not on the list you provided, your youngster will not be permitted to leave the site with that person, and you will be charged for late pickup if applicable.



PROCEDURE - INCLEMENT WEATHER

All locations are designated as “All-Weather” sites. Supervised Playgrounds will be held regardless of the weather. On rainy days, the programs move into the school buildings or visit other locations as available. Scheduled trips may be postponed due to rain. We will do our best to reschedule postponed events but there is no guarantee.

QUESTIONNAIRE

After you have registered your child for camp, you will be sent a series of questions regarding your child and your contact information. Please make certain that the information that you enter is correct and up-to-date. We use the information that you enter to communicate with you before, during, AND after the program. This includes emergencies, day-to-day updates, etc. If the child resides in multiple homes, please select a household to register them through and indicate contact information for each adult desiring communication.

UPDATE / CREATE YOUR FAMILY ACCOUNT ONLINE AT:

www.uppermorelandrec.com

TRIPS – LOCAL TRIPS

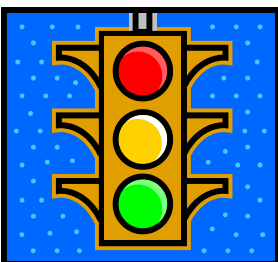
All trip fees are included in the program fee. Therefore, we will be taking ALL LEADERS and ALL YOUNGSTERS on ALL TRIPS. If your child does not wish to participate in a trip, he or she may still attend the playground and will be transported to the trip site, but may opt not to participate in the activity. **Should your youngster wish to not attend a specific trip do not send them to the playground that day, since all the leaders will be attending the trip.** For example: your youngster does not wish to bowl and we have a bowling trip scheduled. They may attend for the day and will be transported to the bowling alley and may observe and talk with friends. If they simply do not wish to go to the bowling alley; do not send them to playgrounds, as all leaders will be attending the trip.



NEW COMMUNICATION FOR 2026

The Supervised Playground Program will be utilizing the BAND app this summer as a way to quickly update Parents regarding trip return times, import reminders, etc.

If you are interested in receiving these communications, please download the free BAND app. The QR code can be found on the Supervised Playground Program page on uppermorelandrec.com.



SUPERVISION - GREEN LIGHT (Blue Group Only)

A participant who has a “green light” may leave the camp site without the parent signing that youngster out for the day; however, once the youngster leaves the site, they may **not** return to the site that same day, since our plans may have changed and we may not be there.

If you elect GREEN LIGHT for your child, please be *advised that our responsibility for your child’s safety ends when he/she leaves our program or park/school property unescorted by staff members.* It is helpful if you supply your youngster with a morning snack and lunch so they do not have to leave the site.

Red, Orange, Green, Purple & Gold site participants will have an implied “Red light” and must have a parent pick them up every day.

SUPERVISION – DROP OFF AND PICK UP

Please be advised that we only supervise youngsters that are on-site. If your Blue group youngster has a green light and wishes to leave the site, we will ask them to sign-out with a leader. The leader will document the time the youngster departed the site and their destination. Please note that the youngster may not return the same day, once he/she signed him/herself out. The Department is not responsible for youngsters leaving the site if they have a green light.

Drop Off

Youngsters may be dropped off beginning at **8:30am, unless enrolled in the extended supervision program.** *Any youngsters dropped off prior to this are the responsibility of the parent and will not be supervised by playground staff.* Pennsylvania State law does not allow for you to leave an unattended youngster on school property. **When dropping off the youngster, you MUST park, exit your car and initial the sign-in sheet and mark the time of the drop off/pickup.**

Pick Up and RED DOT POLICY

Our supervision of your youngster ends at **4:30pm, unless enrolled in the extended supervision program.** **When picking up your youngster you MUST record your initials on the sign-in sheet and mark the time.** During pick up, please take note: we have a “red dot” policy whereby our staff will place a red dot on the sign outline of a child who did something extraordinary at the playground that day and/or had to be disciplined. That dot will notify you that you need to see the site supervisor in order to discuss the reason why the dot was placed there. We hope this strengthens communication between our staff and parents.

PROCEDURE - LATE PICK UP / EARLY DROP OFF

Your child must be dropped off after 8:30am and picked up by 4:30pm. Any time requiring extra supervision will result in the department charging a late fee of \$1 per minute (per child). Pennsylvania State law does not allow for you to leave an unattended youngster on school property. **Payment must be remitted before your child returns to the program.** *If your child is enrolled in the extended supervision program, then he/she may stay until 5:30pm. In this case, the fee will be assessed beginning at 5:35pm.*

It is recommended that cell phones are left at home. The Staff has access to a phone if parents need to be contacted. If a parent or guardian needs to contact their child or camp staff for any reason, please call the Summer Camp Supervisor phone number. If a child must bring a cell phone, the cell phone must remain in the child's backpack during camp hours. Staff cannot be responsible for the storage or security of cell phones.

SUPERVISION – PARTICIPANT CODE OF CONDUCT

The Upper Moreland Township Supervised Playground program strives to present a safe and enjoyable experience for all participants, staff members, and families involved. Staff members are held to high standards when supervising this program. Participants are also expected to uphold common standards of conduct while participating in this program.

In addition to specific site rules, examples of expectations of Supervised Playground participants may include but are not limited to:

1. Respect other participants in the program. Personal space, feelings, actions.
2. Respect the property of others. Do not touch something that isn't yours.
3. Make safe choices for yourself and for others. Prevent injuries and unsafe situations by staying with the group and *keeping your hands to yourself*.
4. Follow the instructions of your site leaders, staff and supervisors.
5. Do not disrupt others who are participating in the program. Participants can't be a threat to themselves or others during the Supervised Playground Program.
6. Do not leave the site or the group without a staff member, parent or other authorized person.
7. Participants are only allowed in designated areas. Only authorized staff is allowed to utilize school district equipment and manage tools to maintain proper function of the facility.

DISCIPLINE

Our Camp Leaders will document any occurrence of behaviors that are more than just a need for a verbal correction on a Discipline Report (also known as a write-up). We want to make sure our communication is open between parents, children, leaders, and our office.

When administering discipline to an individual or group, our goal is to be fair to all parties involved. Below, you will find the Discipline steps established for the Supervised Playground program. If you are contacted by a Supervised Playground Supervisor, they will inform you if a **Discipline Report (write-up)** has been completed for the incident. Reports will be shown to parents, but need to remain in our camp records. **Each time a Discipline Report has to be completed due to behaviors, the child moves 1 step in the Discipline Steps explained below.**

Discipline Steps for the Supervised Playground program

BASELINE

When small everyday behavioral instances occur, Camp Staff will make the child aware that they have crossed a defined boundary, have them acknowledge their wrong doing, and may need to explain why they need a time-out from activity for a brief period (2-15 minutes). We also remind them that continuation of such behavior may lead to suspension from future activities. Time outs can occur multiple times for the same child. This is a literal time out to cool down. This may or may not be accompanied by a verbal report (indicated by a red dot) to the pick-up person.

Step 1: ACTIVITY SUSPENSION

If the behavior persists, this behavior may cause a child to be suspended from a daily activity. The incident is documented in a written Discipline Report. We will verbally inform the parent and produce the discipline report at pick up (write-up #1).

Step 2: 1 DAY SUSPENSION

If the behavior persists the Site Supervisor will notify the General Supervisor who will contact the parents (write-up #2). A child may be suspended for up to 1 day, ore more dependent upon the severity of the incident.

Step 3: 3 DAY SUSPENSION / PARENT MEETING WITH BEHAVIOR CONTRACT

If the behavior persists and there is another incident, the Site Supervisor will notify the General Supervisor who will contact the parents (write-up #3). After a 3rd write-up, the child will be suspended for up to 3 days, depending upon the severity of the incident. **This is the last step before expulsion.**

Step 4: EXPULSION

If the behavior persists and a 4th incident occurs (write-up #4) after the child has been suspended from an activity, suspended from full days of camp, Parents have informed of write-ups, a meeting was called and a behavior plan was put into place - the Department of Recreation reserves the right to suspend the child for a period determined by the department or to expel the child depending on severity. If a child is expelled all fees paid are forfeited.

UM Supervised Playground program has a ZERO TOLERANCE for PHYSICAL FIGHTING and/or VIDEOING PHYSICAL ALTERCATIONS at the Supervised Playground program. *If you had time to video, you had time to get help.* These behaviors WILL result in immediate expulsion from Supervised Playground Camp with no refund.

UMPR Bullying Policy

(adapted from the Upper Moreland School District Policy)

Bullying shall mean an intentional electronic, written, verbal, or physical act, or series of acts:

- Directed at another registrant or registrants;
- Which occurs in a UMPR program or in electronic communications related to the program;
- That is severe, persistent, or pervasive, and;
- That has the effect of doing any of the following;
 - Substantially interfering with a registrant’s program experience
 - Creating a threatening environment during, the school program or electronic communications related to the program
 - Substantially disrupting the orderly operation of the program



We want everyone to be present in the moment, participate in camp activities, and create lasting memories without distractions. We are asking that cell phones brought to camp are kept in a

secure location (in a pocket, purse etc.). Cell phones should not be used for gaming, live streaming, Tik Tok making etc. For the privacy and safety of all participants, campers are not permitted to take photos or videos of other campers.

Please become familiar with all of our policies. Parent awareness of our policies helps our program run more smoothly and ultimately your youngster receives a more enriched experience. Should you have any questions or comments regarding our Supervised Playground program, please notify the Parks and Recreation Office at (215) 659-3100 x 1039. You may also email us at ParksAndRecreation@uppermoreland.org

We encourage you to visit our web-site at www.uppermorelandrec.com for more information on this and other programs we offer throughout the year. You may also register to receive information via e-mail while on our web-site.

Participants in Upper Moreland Recreation programs may be photographed from time to time which may be used for future advertising.

IMPORTANT DATES:

March 16 Registration OPENS.

May 4 T-shirt pickup (through May 8)

May 22 PAYMENT IS DUE IN FULL for 8-week and 1st 4-week participants.

No youngster will be allowed to participate in the program until ALL fees are paid in full.

Removal from the program may result if fees are not paid by this date.

June 26 PAYMENT IS DUE IN FULL for 2nd 4-week participants.

June 15 Supervised Playgrounds begins (full 8 week & first 4-week sessions)

June 19 Playground sites are CLOSED for Juneteenth

July 3 Playground sites are CLOSED

July 13 Supervised Playground second 4-week session begins

August 7 Supervised Playgrounds end at Noon

This summer program is a recreational supervised playground program. This is NOT a summer camp, is not considered a day care and is NOT affiliated with the Upper Moreland Township School District in any way, other than the use of its facilities.

For your tax information, our tax ID number is 23-6004595.