

Neighborhood and Community Services



WINTER

**Tuesday through Friday
December 27 - 30, 2011**

Hours vary by site

Winter RECQuest is a structured youth recreation program with an emphasis on developing lifelong leisure skills. Activities include having fun while participating in arts and crafts, cooperative games, technology, community service projects, field trips, and much more. Snacks are provided. Participants must bring a bag lunch daily and wear comfortable clothing.

The Winter RECQuest drop-in program is for children in grades 1 through 6. The cost is \$75 for four days; a scale is available. Visit or call the local community center to register for a session.

www.fairfaxcounty.gov/ncs



Fairfax County is committed to nondiscrimination in all county programs, services and activities. To request reasonable accommodations or to receive this information in an alternate format, call 703-324-4600, TTY 711.



A Fairfax County, Va., publication

November 2011

Section 1— Registration Form Instructions — Winter RECQuest

A separate registration form must be completed for each child.

- **Complete Section 2** by clearly printing participant information in the spaces provided.
- **Read the statements in Section 3 RECQuest Policies and Procedures** concerning medical emergencies, permission to participate, photo and information release, behavioral issues, liability, and participation. **Sign your name** in the spaces provided to give your permission and to acknowledge understanding of policies and procedures.
- **Read Section 4** and follow the directions for determining your registration fees.
- **Pre Registration:** Visit your local community center during operating hours to register. All community centers are open Monday – Saturday, except on county holidays and the Saturday following a county holiday that falls on a Friday. Call the community center for specific hours of registration.
- **Fax:** At any time throughout the program, registration forms may be faxed to the community center along with credit card payment information. Other forms of payment must be mailed or hand-delivered to the community center. Include in the fax Sections 1, 2, 3, and 4 of the registration form. Pre-registration is not mandatory.
- **Registration:** Registration in the program covers all four days. Absences and personal scheduling conflicts are not reimbursable.
- **Payment** is accepted by check, money order, or credit card. **Please make checks payable to Neighborhood and Community Services.**
- **Refunds:** Satisfaction is guaranteed. If you have concerns regarding the program, please contact the staff member at your community center.

Please fill out the below information regarding the campers participation in Summer RECQuest. This information will help staff in the planning of daily RECQuest programs and activities.

Camp Activities: Camper can follow directions well enough to participate in activities from beginning to end?	Always	Sometimes	Never
Leisure Participation: Camper is willing to participate in a variety of new activities?			
Safety: Camper has trouble staying with a group and may wander or run off?			
Behavior: Camper can manage their behavior when they become frustrated or upset?			
Communication: Camper can communicate to staff their needs, wants and interests?			

Comments: _____

Printed Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____ **Date:** _____

Section 2 — Participant Information — Winter RECQuest

A separate form must be completed for each child. Parents/guardians must register their children to be eligible to participate.

Please print carefully:

Community Center: _____

Child's Name: _____

Birth Date: _____ Grade: _____ Sex: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Name of Parent/Guardian:

Daytime Phone: _____

Office Phone: _____

Emergency Phone: _____ (Required)

Name of Child's School:

public private parochial home schooled

Child will be:

walking biking transported to program

Family Physician:

Phone: _____

Baby-sitter/child care provider (if other than parent/guardian):

Name: _____

Phone: _____

Address: _____

Other Information:

Allergies: bee stings insect bites foods

Please specify:

Other: _____

Medication:

Name/Type: _____

For: _____

Restrictions: _____

Other Health Related Information:

Section 3 RECQuest Policies and Procedures — Winter RECQuest

Eligibility: Children who are residents of Fairfax County or Fairfax City and are currently in grades 1 through 6. RECQuest is a program for school-age children.

Medical Emergency: In the event that I cannot be readily reached in an emergency, the Fairfax County Neighborhood and Community Services' (NCS) employees have my permission to contact our family physician and/or utilize a rescue squad vehicle or ambulance to transport my child to the nearest hospital. Emergency transport service will be at my expense. I agree. I do not agree. (check one)

Permission: I grant permission for my child to participate in any or all of the programs, special events, walking and bus trips, including swimming, sponsored by NCS.

Photo Release: By signing this form, I give permission for my child _____ or myself _____ (if participant is over 18 years of age, please print name) to be photographed and/or videotaped by NCS or the media for use in publicizing NCS programs and services. I also acknowledge that youth registration information provided to NCS is public record and may be released under the Virginia Freedom of Information Act unless I, as parent/guardian, specifically request that this information not be released. NCS ___ may or ___ may not release my child's registration information.

Information: In accordance with the Virginia Privacy Protection Act of 1976, registration information will be used to coordinate activities of NCS. I understand that some of the information contained in this form may be released to persons who request such information in accordance with the requirements of the Virginia Freedom of Information Act (VFOIA), VA. Code §2-3705. NCS will not release information that is protected by VFOIA. This includes medical information, anything related to mental or physical well being, social security numbers, and letters written to NCS regarding participants or personnel.

Behavioral Issues: If it is determined that the actions of a child might cause injury to other children or NCS staff, NCS reserves the right to deny his/her continuation in the program. If property is destroyed or damaged, the parent/guardian may be required to pay for the damage.

Participation: RECQuest is a structured recreation drop-in program. You may register your child at any time during the program session and choose for your child to participate the entire day or any portion of the day. The comings and goings of your child is your responsibility. Should your child leave the center for any reason, he or she is no longer the responsibility of NCS.

Parent/Guardian Responsibilities: Transportation to and from the center is the responsibility of the parent/guardian. If you work during the day, you must have back-up transportation arrangements in case of emergency, illness, or disciplinary problems.

Liability: On behalf of my child, I recognize that there are risks inherent to participation in recreational activities and agree to hold harmless the County of Fairfax and the Department of Neighborhood and Community Services, its officers, employees, and volunteers from any and all claims from bodily injury and/or property damage which results from my child's participation in any and all activities sponsored by said department.

I certify that I have read and understand all policies and procedures associated with the operation of the RECQuest program.

Signature of Parent/Guardian: _____ Date: _____

Print Name of Parent/Guardian: _____

Section 4 — Fees and Payments — Winter RECQuest

NCS has established a scale based on the family’s total annual income level and the number of registered children. — *Your honest statement of income is appreciated.* —

Directions:

- Find your family’s total annual income range in the left-hand column and place an “X” in the box.
- Continue to the right for the appropriate registration fee and place an “X” in the appropriate box.
- Calculate the total fee, register in person or pre-register by mail or fax. (Payments must be included with registration.)
- Make checks and money orders payable to NCS. Visa or MasterCard accepted for payments of \$10 or more. Cash is accepted when presented in person. Please be sure to request a receipt.

Income	Week
\$40,000 or higher <input type="checkbox"/>	Week of Dec 27 - 30 <input type="checkbox"/>\$75.00
\$28,000 - \$39,999 <input type="checkbox"/>	Week of Dec 27 - 30 <input type="checkbox"/>\$65.00
\$17,000 - \$27,999 <input type="checkbox"/>	Week of Dec 27 - 30 <input type="checkbox"/>\$55.00
\$16,999 or lower <input type="checkbox"/>	Week of Dec 27 - 30 <input type="checkbox"/>\$45.00

Payment: Check/MO Credit Card (Visa MC) - Credit Card Number:

— Exp. Date: /

Credit Card Signature: _____

Print Name of Card Holder: _____

General Information

Staffing for RECQuest Centers: Leaders are selected on the basis of skills, knowledge, and ability in the areas of arts and crafts, sports and game activities, leadership, and resourcefulness. Many individuals are college students or school teachers with educational backgrounds in recreation, elementary education, or a related field of study. The entire staff is trained in the proper implementation of recreation activities, playground safety, leadership techniques, organizational skills, and administrative procedures. Every effort is made to place the best-qualified staff at each community center to ensure a positive recreation experience for the children. A ratio of 1 staff person to 20 participants is an NCS operating standard.

Snacks/Lunch: Snacks are provided. Lunch is the responsibility of the parent or guardian.

Transportation: Transportation to and from the center is the responsibility of the parent or guardian.

Therapeutic Recreation Inclusion: Does your child have an Individualized Education Program (IEP)? If so, are there specific goals that could be addressed during RECQuest? Contact Natalie Haynes from Therapeutic Recreation at 703-324-5557, TTY 711 to find out whether inclusion would be right for your child.

Refunds: Satisfaction is guaranteed. If you are dissatisfied with the program, please contact staff at the community center.

LOCATIONS

Region 1

Gum Springs Community Center
8100 Fordson Road
Alexandria, VA 22306
703-360-6088, FAX: 703-360-4682
Hours: 9 a.m. to 5 p.m.

Huntington Community Center
5751 Liberty Drive
Alexandria, VA 22303
703-960-1917, FAX: 703-329-3778
Hours: 9 a.m. to 5 p.m.

Region 2

Bailey's Community Center
5920 Summers Lane
Falls Church, VA 22041
703-931-7027, FAX: 703-998-1754
Hours: 9 a.m. to 5 p.m.

James Lee Community Center
2855-A Annandale Road
Falls Church, VA 22042
703-534-3387 Ext 200, FAX: 703-534-4582
Hours: 9 a.m. to 5 p.m.

Willston Multicultural Center
6131 Willston Drive
Falls Church, VA 22044
703-536-8943, FAX: 703-536-8968
Hours: 9 a.m. to 5 p.m.

Region 3

Southgate Community Center
12125 Pinecrest Road
Reston, VA 20191
703-860-0676, FAX: 703-860-2512
Hours: 8 a.m. to 4 p.m.

Region 4

Mott Community Center
12111 Braddock Road
Fairfax, VA 22030
703-278-8605, FAX: 703-278-8741
Hours: 9 a.m. to 5 p.m.

David R. Pinn Community Center
10225 Zion Drive
Fairfax, VA 22030
703-250-9181, FAX: 703-250-2924
Hours: 9 a.m. to 5 p.m.