

## REGISTRATION INFORMATION:

Registration begins May 1<sup>st</sup>. Non-resident registration begins June 4<sup>th</sup>.

Pre-registration is required. The program will be filled on a first-come, first-served basis. Registration can be made in person, mail or utilizing the drop box at City Hall.

Registrations received on or before June 4, 2016 will be guaranteed a Park & Rec. T-shirt.

**In person:** Monday – Friday, 8:00 a.m. to 4:30 p.m. at City Hall, 600 Portland Avenue.

**Mail:** Summer Rec. Program, City of St. Paul Park, 600 Portland Avenue, St. Paul Park MN 55071

**Drop Box:** Located inside the main entrance to City Hall, 600 Portland Avenue (available 24 hours)

Make checks payable to:  
*City of St. Paul Park*

Enrollment form and Emergency card are available at [www.stpaulpark.govoffice.com](http://www.stpaulpark.govoffice.com) or at City Hall.



*Cancellation and Fee Assistance Policy  
(on back panel) ⇨*

## CANCELLATION POLICY:

You may cancel registration ten business days before the start of the program. You will receive a refund, less a \$5 administrative fee per program; per individual participant (Last day is May 30, 2016). After this date, no refund will be given.

No refunds will be issued once the program has started.

There will be no prorating of program fees.

The program will be cancelled one week before the scheduled starting date if the registration is insufficient. If the program is cancelled, we will contact you; and a refund will be issued.

If a refund check is requested, a check will be returned to you by mail within 30 days.

## FEE ASSISTANCE POLICY:

It is the goal of the City of St. Paul Park to ensure all children have the opportunity to participate in the Summer Recreation Program regardless of their economic situation. To be eligible you must be a current St. Paul Park resident. Simply write a letter to the City Administrator stating the reason for your request. Because funds are limited we ask that you include in your letter the amount you can afford to pay for the program and the financial amount needed. Your request will be reviewed and you will be notified of approval.



## City of St. Paul Park 2016 Summer Recreation Program

**June 13 – August 5**  
(No program the week of July 4)

The St. Paul Park Summer Recreation Program allows kids to get outside and interact with their friends and people their own age in a safe, friendly environment. Every day includes new games, activities, crafts and more. There are even weekly field trips. Program held at Whitbred Park warming house.

**"Meet the Staff"**  
Meet the staff and enroll your child in the  
Summer Rec. Program  
**Saturday, June 4**  
**9 a.m. to Noon**  
**Whitbred Park**

New  
Location

City of St. Paul Park  
600 Portland Avenue  
St. Paul Park MN 55071  
(651) 459-9785



## Pre-School (limit 20)

This morning program will involve your child in a variety of games, activities, stories and crafts incorporated in a fun theme. This program promotes the development of friendships, good sportsmanship, and positive peer interactions. Participants must be toilet trained.

<b>Ages 3-Grade 1</b>	<b>\$85</b>
<b>Monday-Friday</b>	<b>9:00 – 11:30 a.m.</b>
<b>Whitbred Park</b>	<b>PS-900</b>

Non-residents are eligible to register for this program beginning May 1<sup>st</sup>.



## School Age (limit 60)

This afternoon program includes games, stories, crafts, and is more focused around a weekly theme. We meet rain or shine.

<b>Going into</b>	<b>\$85</b>
<b>Grades 1-6</b>	
<b>Monday-Friday</b>	<b>1:00 – 3:30 p.m.</b>
<b>Whitbred Park</b>	<b>SA-100</b>



## Leadership (limit 35)

This program is a great way to get involved and learn leadership techniques. They are responsible for helping maintain the positive, safe environment for the younger kids at both sessions. They are still part of the program, and get to participate in everything, as well as help the staff set up and take down activities, and assist the staff with any miscellaneous tasks.

<b>Going into</b>	<b>\$35</b>	
<b>Grades 7-12</b>		
<b>Training</b>	<b>Week of June 6-10</b>	
<b>Monday-Friday</b>	<b>9-11:30 a.m.</b>	<b>L-900</b>
<b>Monday-Friday</b>	<b>1-3:30 p.m.</b>	<b>L-100</b>
<b>Monday-Friday</b>	<b>9-11:30 a.m.</b> & <b>1-3:30 p.m.</b>	<b>L-Both</b>