



## SUMMER PROGRAMS

FOREST PARK • SPRINGFIELD, MASSACHUSETTS

### 2019 Registration Information

- Registration is from **9:00 AM – 2:00 PM at Cyr Arena in Forest Park**
- We will not accept any registrations after 2:00 PM
- **Registration will close early if all the spots at the site are filled**
- **First come, first served**
- Can only be registered by parent/ guardian
- We will not hold spots or make special arrangements
- Each site has a specific registration day, be sure to attend the correct date for the site you would like to register for
- **It is recommended to arrive early** (before 9 AM) because spots fill up quickly

### New for 2019!

Download registration forms online and bring completed forms with you to registration.

See attached registration flyer for more details about downloading forms.

Attending a registration event with completed forms does not guarantee a spot in the program.

Forms will be available at registration if you are unable to download and print the forms.

### Program Cost

**Non-refundable pre-registration fee (no exceptions)**

**\$50 for first child, \$25 for each additional sibling. CASH or MONEY ORDERS ONLY due at time of registration.**

Some additional field trip fees may apply.

### Coming to Forest Park for Registration

All Summer 2019 Registrations take place at Cyr Arena in Forest Park.

*Cyr Arena is the indoor ice skating rink located next to the swimming pool and basketball courts in Forest Park.*

**Address for Cyr Arena:**  
200 Trafton Road, Springfield, MA 01108

**Forest Park Vehicle Fee:**  
All parents/guardians coming to Forest Park for registration **MUST pay the \$3.00 (in state vehicle) to enter Forest Park or have a City park season pass. No exceptions.**

**IMPORTANT**  
FOREST PARK MAIN ENTRANCE ON SUMNER AVE SCHEDULED TO CLOSE ON MAY 1<sup>ST</sup>.  
USE TRAFTON ROAD OR ROUTE 5 ENTRANCES.

### Summer Enrichment Program Information

- Programs run July 1, 2019 – August 9, 2019
- Monday – Friday 8:30 AM - 3:00 PM
- CLOSED July 4<sup>th</sup> & July 5<sup>th</sup>.
- We serve children ages 6-13.  
(must be 6 by July 1<sup>st</sup> and not turn 14 before July 1<sup>st</sup>)
- Must be Springfield Resident
- Limited spots available for each program.
- First come, first served.

### 2019 Program Locations

- Liberty School
- Central HS
- Renaissance School
- ECOS in Forest Park
- Pottenger School 21<sup>st</sup> CCLC Site

\*Locations subject to change based on School Department and Facilities approval

### All Summer Registrations 2019 take place at Cyr Arena in Forest Park

**\*Registration is not held at the summer site locations\***

### Monday, May 13, 2019

#### Registration for Renaissance

Theme: Science Explorers

9:00 AM at Cyr Arena in Forest Park

### Wednesday, May 15, 2019

#### Registration for Central

Theme: Sports of All Sorts

9:00 AM at Cyr Arena in Forest Park

### Thursday, May 16, 2019

#### Registration for Liberty

Theme: Arts in Action

9:00 AM at Cyr Arena in Forest Park

### Friday, May 17, 2019

#### Registration for ECOS

Theme: EcoAdventures

9:00 AM at Cyr Arena in Forest Park

### Monday, May 20, 2019

#### Registration for Pottenger

Theme: Destination Science

9:00 AM at Cyr Arena in Forest Park

### Required for Registration

Parents/guardians must bring the following with them for registration.

- ✓ Birth Certificate for each child being registered
  - ✓ Non-Refundable Pre-Registration Fee **CASH or MONEY ORDER ONLY**
- Pre-Registration Fee due at registration – we will not hold spots or make exceptions.



### Recreation Office

Regular Business Hours:  
8:00 AM—4:00 PM

Phone:  
413-787-6434 / 413-313-1355

**Please Note: All programs contingent upon funding.**

# Registration Information NEW for 2019!

## Registration Forms available online



## REGISTRATION PROCESS



1. Download, print and complete registration form for the Enrichment Program Site (location) you would like your child to attend.  
Locations: Pottenger Elementary School; Liberty Elementary School; Renaissance School; Central High School; ECOS in Forest Park
2. Attend the designated registration event for the Enrichment Program Site you selected. **Bring your completed forms, birth certificate for each child being registered, and registration fee, \$50 for first child, \$25 for each additional sibling. CASH/MONEY ORDER ONLY.** All registration events held at CYR ARENA ICE SKATING RINK IN FOREST PARK 200 TRAFTON ROAD SPRINGFIELD.
3. At registration be prepared to wait in line. Registration opens at 9:00 AM, with many parents arriving prior to 9:00 AM to wait in line. At 9:00 AM Recreation Division staff will review birth certificates to ensure children are between the ages of 6 to 13. You will be given registration numbers based on how many children you are registering.
4. When it is your turn based on your number the Recreation Division Staff will review all your completed forms and collect the registration fee. \$50 for first child, \$25 for each additional sibling. CASH ONLY.
5. Once your registration forms have been reviewed and payment received your child will be enrolled in the Summer Enrichment Program.
6. At registration you will receive a Handbook and Welcome Letter. Be sure to read all the materials thoroughly. There is important information to be aware of including drop-off and pick-up times, late-fees, field trips, breakfast and lunch, swimming and more.

## IMPORTANT

**Springfield residents only, ages 6-13.** (Must be 6 by July 1<sup>st</sup> and not turn 14 before July 1<sup>st</sup>)

**Registration fee is \$50 for first child, \$25 for each additional sibling. CASH/MONEY ORDER ONLY.**

Registration fee due at the time of registration and is non-refundable.  
**Attending a registration event with the forms completed does not guarantee a spot in the program. Space is extremely limited. Registration is on a first come, first served basis.**  
At registration be prepared to wait in line. Recreation staff will process registrations as quickly and as possible.  
**Please remember to bring your child/children's birth certificate.**



We are here to help! Please contact the Recreation Office with any questions or for more information about Summer Enrichment Registration.  
Monday – Friday 8:00 AM – 4:00 PM  
**413-787-6434 | 413-313-1355**  
katherineshea@springfieldcityhall.com

