

Town of Suffield

Suffield Parks & Recreation Department

Fall Programs 2018



Address:

Town Hall Annex • 97 Mountain Road • Suffield, CT
06078

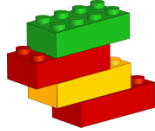
Phone: 860-668-3862 | Fax: 860-668-3324

Online Registration: SuffieldRec.com

Town Website: suffieldct.gov

Office Hours:

Monday – Thursday, 8:00 a.m. – 4:30
p.m. Friday, 8:00 a.m. – 1:00 p.m.



Youth Programs

Cheerleading Fun

Your child will have a wonderful time in this introduction to the fundamentals of cheerleading and tumbling. Basic to Intermediate skills will be taught based on proper progressions for tumbling, stunting, motions, jumps, cheers and dances, in a safe and age appropriate manner. Children that are attending from Spaulding School must check in at the McAlister School office and then proceed to the gym.

Instructor: World Cup Polaris All Stars Staff

Dates: September 26, October 3, 10, 17, 24, November 7 (*No class on October 31*)

Day: Wednesday

Time: 3:30-4:30 p.m.

Grades: 1 – 5

Location: McAlister School Gym

Fee: \$55.00

Non-Res: \$65.00

Registration closes on **Monday, September 24** and/or earlier if enrollment reaches maximum capacity.

Limited enrollment.

Fitness Challenge Fun

Is your child ready to have fun while getting fit? Do they love a good challenge that is motivating? This heart pumping, enjoyable fitness class is designed to accommodate girls and boys in grades 3-8 at various fitness levels. Children will engage in core, strength, agility training, plyometrics and other important training exercises. The class's focus is to motivate with positivity and fun activities in a safe nonjudgmental environment helping to make fitness a lifestyle! Your child will have a blast in this class.

Instructor: Joseph Hicks, Certified Personal Trainer, ISTA.

Dates: October 1, 15, 22, 29, Nov. 12, 19 (*No class on October 8 and Nov. 5*)

Day: Monday

Time: 3:30 - 4:30 p.m.

Grades: 3 - 8

Location: McAlister School Gym

Fee: \$45.00

Non-Res: \$50.00

Registration closes on **Tuesday, September 25** and/or earlier if enrollment reaches maximum capacity.

Limited enrollment.

Introduction to Horseback Riding for Children

Learn to ride or improve current riding skills under the guidance of an advanced riding instructor. An approved safety riding helmet will be provided. Riders must wear jeans or riding pants, shoes with low heels. No sneakers or work boots with wide treads.

Instructor: End of Hunt Farms Staff

Dates: October 2, 9, 16

Day: Tuesday

Time: 4:30 - 5:30 p.m.
Ages: 3 - 17 years old. *(Ages 3-8 must be accompanied by an adult at all times on premises)
Location: End of Hunt Farms Training Center, 1360 Hill St., Suffield
Fee: \$105.00 per person for the 3 sessions
Non-Res: \$115.00
Registration closes on **Tuesday, September 25** and/or earlier if enrollment reaches maximum capacity.
Limited enrollment.

Halloween and Fall Crafters

Children will have a fun afternoon expressing their creativity while making a variety of quality fall and “spooky” Halloween craft projects and treats. Please have your child bring or wear an old T-shirt/clothes to class. A small snack will be provided. Please indicate if your child has any food allergies

Instructor: Donna Carney-Bastrzycki
Date: October 3
Day: Wednesday
Time: 3:30-5:00 p.m.
Location: McAlister School Cafeteria
Grades: 1 - 5
Fee: \$12.00
Non-Res: \$17.00

Registration closes on **Wednesday, September 26** and/or earlier if enrollment reaches maximum capacity.
Limited enrollment.

CrossFit Youth - Phase 1 & 2 - Beginner (Ages 13 - 17)

CrossFit is a fitness program that is, by design, broad, general and inclusive. So there is no "gym intimidation" factor when trying this program. You will exercise at your own level under the supervision of Land Warrior CrossFit's experienced and professional staff. They will instruct you on how to do the exercises, so there is no apprehension about doing it the right way.

Land Warrior CrossFit in Suffield has worked with Suffield Parks & Recreation to create this specially designed program to eliminate barriers for you trying CrossFit. Now is your chance to take the first step toward being healthier.

If you are interested in Phase 2 or if Phase 1 dates do not work for you, you must register for Phase 2 separately.

Instructor: Land Warrior CrossFit Staff
Dates: October 2, 4, 9, 11, 16, 18, 23, 25, 30, November 1, 6, 8 Phase 1
Days: Tuesdays & Thursdays
Dates: November 13, 15, 17, 20, 27, 29, December 4, 6, 11, 13, 18, 20 Phase 2.
(No program on Thursday, November 22 (Thanksgiving) – Make- up date Saturday, November 17)
Time: 2:45 p.m. – 3:45 p.m.
Ages: 13 - 17
Location: Land Warrior CrossFit , 110 Ffyer Place, Suffield
Fee: \$ 85.00

Registration closes on **Monday, October 1** and/or earlier if enrollment reaches maximum capacity for Phase 1.
Limited enrollment.

Registration closes on **Monday, November 12** and/or earlier if enrollment reaches maximum capacity for Phase 2. Limited enrollment.

Pirates and Fairies Art-Ventures - New

Sail the high seas on a fantastical art adventure through a world of pirates and princesses, fairies, sea monsters and talking parrots! Children will really get into character, donning handcrafted pirate hats and swords or fairy tiaras and wings. Design pirate flags or princess hats. Create wooden rowboats and set out on a search for buried treasure, then create gem-studded treasure chests to hide the riches! Build castles and sculpt clay dragons to guard them. Paint a

froggy note holder—perhaps he'll turn into a prince! Pirates and Fairies explore painting, beading, fabric, clay art and more. Humorous stories are included each week, as well as surprises and laughter. Don't miss these fun and fantasy-filled workshops! *Children may bring a snack to eat during this program.

Instructor: ART-ventures for Kids Staff
Date: October 15 – November 26 (*No class on November 5*)
Day: Monday
Time: 3:30-4:30 p.m.
Location: Spaulding School Cafeteria A
Grades: K - 2
Fee: \$84.00 per person includes instruction, supplies and materials.
Non-Res: \$94.00

Registration closes on **Tuesday, October 9** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Howling Halloween Party and Crafts

Is your child ready to enjoy some Halloween fun? Children will have a “hauntingly good” time as we have an enjoyable afternoon during our pumpkin painting and Halloween party. We will be making a variety of fun crafts and treats. We will even decorate Halloween cookies! A snack will be provided. Please indicate if your child has any food allergies. Please have your child wear an old T-shirt/cloths.

Instructor: Donna Carney-Bastrzycki
Date: October 24
Day: Wednesday
Time: 3:30 – 5:00 p.m.
Location: McAlister School Cafeteria
Grades: 1-5
Fee: \$12.00
Non-Res: \$17.00

Registration closes on **Tuesday, October 16** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Introduction to STEM using LEGO®

Ratchet up your imagination with tens of thousands of LEGO® parts! Build engineer-designed projects such as Motorcycles, Castles, Airplanes, and Monorails. Then use special pieces to create your own unique design! New and returning students can explore the endless creative possibilities of the LEGO® building system with the guidance of an experienced Play-Well instructor. There are no prerequisites for this course.

*Children may bring a snack to eat during this program.

Instructor: Play-Well TEKnologies Staff
Dates: October 23, 30, November 13, 20 (*No class on Tuesday, November 6*)
Day: Tuesday
Time: 3:30 - 5:00 p.m.
Grades: K - 3
Location: Spaulding School Cafeteria A
Fee: \$80.00
Non-Res.: \$90.00

Registration closes on **Tuesday, October 16** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Speed Training Clinic

Back by popular demand! This clinic offers a great cross training workout for athletes. Participants will learn to perform a proper warm-up before exercise, focus on the best practices of acceleration and change of

direction, cool down of static stretches and core exercises. This clinic will help both boys and girls that participate in any sport, looking to enhance coordination, running technique, body weight strength, first step quickness, flexibility, injury prevention, weight loss, and most importantly a better sense of self confidence.

Instructor: Parisi Speed School Trained Coach
Dates: October 30, November 6, 13, November 20
Day: Tuesday
Time: 3:30-4:30 p.m.
Grades: 3 - 8
Location: McAlister School Gym
Fee: \$47.00
Non-Res: \$52.00

Registration closes on **Wednesday, October 24** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Turkey Time-Thanksgiving and Holiday Present Makers

There is nothing more special than quality handmade gifts for the holidays. In this class, children will have a fun afternoon expressing their creativity while making a variety of lovely holiday gifts, card projects and treats for Thanksgiving and the upcoming Holidays. Please have your child bring or wear an old T-shirt/clothes to class. A small snack will be provided. Please indicate if your child has any food allergies.

Instructor: Donna Carney-Bastrzycki
Date: November 7
Day: Wednesday
Time: 3:30-5:00 p.m.
Location: McAlister School Cafeteria
Grades: 1 - 5
Fee: \$12.00
Non-Res: \$17.00

Registration closes on **Wednesday, October 31** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Jedi Engineering using LEGO®

The Force Awakens in this introductory engineering course for young Jedi! Explore engineering principles by designing and building projects using LEGO® materials such as X-Wings, R2 Units, Energy Catapults, Defense Turrets, and Settlements from a galaxy far, far away. Create motorized and architectural projects with imagination and engineering to defeat the Empire!

*Children may bring a snack to eat during this program.

Instructor: Play-Well TEKnologies Staff
Dates: November 27, December 4, 11, 18
Day: Tuesday
Time: 3:30 - 5:00 p.m.
Grades: K - 3
Location: Spaulding School Cafeteria A
Fee: \$80.00
Non-Res.: \$90.00

Registration closes on **Tuesday, November 20** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.



Pre-School Programs

Movers & Shakers

A fun morning of pre-school songs, movement, dance and playing instruments. Put on your sneakers and move to the beat with your friends. This is a child and parent/caregiver participation class.

Instructor: Chelsea Smith

Day: Tuesday

Date: September 25, October 2, 9, 16, 23, 30

Time: 9:00 – 9:30 a.m.

Ages: 2-4

Location: Great Room, Suffield Senior Center, 145 Bridge Street

Fee: \$25.00 (\$15.00 for second child or more in same family)

Non Res: \$30.00

Registration closes on **Monday, September 24** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Pre-School Play and Fitness Time Together

Are you looking to get fit with your child, make new friends and have fun at the same time? This interactive play and fitness class is for you. This is not a traditional “Mommy and Me” class, as this is taught by a Certified Personal Trainer that will focus on fitness and families fostering a healthy lifestyle together. Pre-schoolers and their caregiver will participate in a variety of interactive activities that help keep your family fit while also helping to develop gross motor skills, flexibility and balance with movement and music.

Instructor: Joseph Hicks, Certified Personal Trainer,

ISTA. teamjtraining.com

Dates: October 1, 15, 22, 29, Nov. 12, 19 (*No class on October 8 and Nov. 5*)

Day: Monday

Time: 1:00-1:45 p.m.

Location: Suffield Town Hall Lower Level Meeting Room

Ages: 3-5 and caregiver

Fee: \$45.00 per child and one adult

Registration closes on **Tuesday, September 25** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.



Adult Programs



Body Makeover

Are you looking for a motivating and fun way to get your body back or stay in shape? This fast and effective total body ‘Circuit’ workout was designed to use without equipment. You will just use your own body weight. This is much more effective for core stability. With core stability your whole body will be stronger and leaner. You will not move from station to station like a traditional circuit class. You will stay in your own space and work a series of lower body exercises followed by a series of upper body exercises and core work which will consist of a Pilates series (Abs, Lower Back and Gluts). Don't miss this fun and motivating class!! All Levels welcome.

Instructor: Lisa Jordan/Owner of Superior Fitness.

Dates: September 27, Oct 4, 11, 18, 25

Days: Thursdays

Time: 6:30 - 7:15pm

Ages: 18 and up

Location: Superior Fitness
880 Burbank Ave, Suffield

Fee: \$55.00

Registration closes on **Monday, September 24** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Gutts and Butts

Back by popular demand! Get ready for a great lower body workout. We will have a blast in this legs and core class. This class is designed to strengthen and tone everything from stomach below. We will work on abs, low back and do lots of squats that will help trim the core and lower body, not to mention burn lots of calories. All Levels welcome!

Instructor: Lisa Jordan / Owner of Superior Fitness.

Dates: September 24, October 1, 8, 15, 22

Days: Mondays

Time: 6:30 - 7:15pm

Ages: 18 and up

Location: Superior Fitness, 880 Burbank Ave. Suffield

Fee: \$ 55.00

Registration closes on **Sunday, September 23** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Steppers, Strollers, Runners and Joggers - Lunchtime Workout

Do you want to get in shape, stay motivated and get some spring back in your step? Are you tired of trying to fit your daily steps in but have excuses of not being able to exercise because of lack of time, safety and also not wanting to walk/jog alone? Join our group and make new walking/running/jogging friends and get in shape at the same time. Did you know you should be walking 10,000 steps a day? All levels and abilities welcome. We will go over warming up, fitness walking/jogging and have a fun time getting you re-energized for the rest of the day! The program will meet rain or shine so please bring proper gear. Even if you can be at class for a half hour, you are encouraged to join the group! Prizes will be awarded to the most dedicated participants. All ages and abilities welcome including parents with strollers and seniors.

Instructor: Donna Carney-Bastrzycki

Dates: September 25, October 2, 9, 16, 30, November 6 (*No class on Oct. 23*)

Day: Tuesday
Times: 12:00 - 1:00 p.m.
Ages: All ages
Location: Meet at the Middle School Track
Fee: Free (Must Pre-register)
Registration closes on **Monday, September 24** and/or earlier if enrollment reaches maximum capacity.
Limited enrollment.

No Sweat-Shape and Slim

Are you looking for a perfect lunchtime workout? This new innovative fitness class will focus on core work, toning and building lean muscle. No experience necessary as certified Personal Trainer Joseph Hicks will accommodate and modify to suit all of your individual needs and fitness levels in this motivating class. Take charge of your health and fitness and break up your sedentary afternoon routine. The benefits of Wellbeing and healthy nutrition are also key elements of this fun class.

Instructor: Joseph Hicks, Certified Personal Trainer, ISTA. teamjtraining.com
Dates: October 1, 15, 22, 29, Nov. 12, 19 (*No class on October 8 and Nov. 5*)
Day: Monday
Time: 12:05 p.m-12:50 p.m.
Ages: Adults
Location: Suffield Town Hall Conference Room
Fee: \$45.00
Registration closes on **Tuesday, September 25** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

CrossFit Adult - Phase 1 & 2 - Beginner

CrossFit is a fitness program that is, by design, broad, general and inclusive. So there is no "gym intimidation" factor when trying this program. You will exercise at your own level under the supervision of Land Warrior CrossFit's experienced and professional staff. They will instruct you on how to do the exercises, so there is no apprehension about doing it the right way.

Land Warrior CrossFit in Suffield has worked with Suffield Parks & Recreation to create this specially designed program to eliminate barriers for you trying CrossFit. Now is your chance to take the first step toward being healthier.

If you are interested in Phase 2 or if Phase 1 dates do not work for you, you must register for Phase 2 separately.

Instructor: Land Warrior CrossFit Staff
Dates: October 2, 4, 9, 11, 16, 18, 23, 25, 30, November 1, 6, 8 Phase 1
Days: Tuesdays & Thursdays
Dates: November 13, 15, 17, 20, 27, 29, December 4, 6, 11, 13, 18, 20 Phase 2.
(*No program on Thursday, November 22 (Thanksgiving) – Make- up date Saturday, November 17*)
Time: 7:30 - 8:30pm
Ages: 18 and up
Location: Land Warrior CrossFit, 110 Ff Tyler Place, Suffield
Fee: \$ 85.00

Registration closes on **Monday, October 1** and/or earlier if enrollment reaches maximum capacity for Phase 1. Limited enrollment.

Registration closes on **Monday, November 12** and/or earlier if enrollment reaches maximum capacity for Phase 2. Limited enrollment.

Lunchtime Yoga-Recharge

Re-fresh and Re-charge your day while you Enjoy all the benefits of Yoga as we practice and enjoy a healthy de-stressing lunch time. Vinyasa flow style of yoga is empowering, edgy, creative and athletic for any level. We will use specific sequences to create a practice that is challenging and healing for everyone. This

class will help you clear your mind of everyday distracting thoughts. Practicing yoga creates a satisfying and rewarding feeling of achievement. Please wear comfortable clothes that allow for movement and bring a water bottle and a Yoga Mat.

Instructor: Amy Goodwin

Dates: October 24, 31 November 7, 14, 28, December 5 (*No class on November 21*)

Day: Wednesday

Time: 12:10-12:50 p.m.

Location: Town Hall-Lower Level Meeting Room

Ages: 18 and up

Fee: \$45.00

Registration closes on **Tuesday, October 16** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.



FAMILY & COMMUNITY

Friends and Family Bowling Nights

Real fun – real value!!! Get your friends together for some real fun this fall. Bowl for 8 weeks for only \$10.00 per week. This is a program for all ages and each week participants will bowl three games. This program offers a great way to get some exercise and make new friends.

Dates: October 25, November 1, 8, 15, 22, 29, December 6, 13

Day: Thursday

Time: 7:00 p.m.-8:30 p.m.

Location: Spare Time, Route 75, Windsor Locks

Ages: All ages

Fee: \$80.00 (shoe rental not included)

Registration closes on **Wednesday, October 10** and/or earlier if enrollment reaches maximum capacity.

Limited enrollment. You must pre-register and pre-pay before the deadline. Please register on time as teams must be formed and submitted to the bowling alley the week before the program.

Inclusive Programs for Individuals with Special Needs

These programs foster friendships, socialization, promote community involvement and independence. This group enjoys educational presentations, fitness activities, crafting classes, games and evening trips that are inclusive. Many fun outings throughout the year are held. The programs are geared for high school students through adult. Enrollment is on a first come first paid basis. Volunteers are always welcome. If you wish to join the group and receive notifications of upcoming events, you must pre-register. Please contact Donna Carney-Bastrzycki, Special Programs Coordinator at dcarney@suffieldct.gov or call (860)-668-3862

Bowling Buddies and Outing Group

Enjoy a great evening of bowling and meeting new friends. Get some exercise and have some fun! This program is geared for high school students through adults. (Junior High School students that would like to participate are also welcome). Volunteer special partners, coaches and helpers are always needed and also welcome! Many fun trips and event nights are held throughout the year in addition to the bowling program!

Instructor: Donna Carney-Bastrzycki

Registration deadline is ongoing.

Dates: October ongoing until the end of April 2018 (Spare Time Lanes is currently under renovation they are now scheduled to be open by October 1 and on the nights that the bowling group is not bowling yet we will be doing various activities. On Tuesday, September 11 we will have a fun Meet Up night at the McDonalds in Windsor Locks starting at 4:30 p.m. Please email dcarney@suffieldct.gov for more info or to register

Day: Tuesday

Time: 4:30 - 6:30 p.m.

Age: geared for High School students through adult

Location: Spare Time, Route 75, Windsor Locks

Fee: \$11.00-for three games and shoe rental, paid directly at Bowling alley (you must pre-register for this program)

Bowling Buddies JR.

Enjoy a great evening of bowling and meeting new friends. Bowling Buddies JR is for any child with special needs in grades 2-9. Each buddy will bowl one string and enjoy pizza and refreshments.

Facilitators: Donna Carney-Bastrzycki, Special Programs Coordinator-Suffield Parks and Recreation Department, Sue Davis and Jill Caron-Foundation for Exceptional Children of Suffield Founders

Please register on time as teams must be formed and submitted to the bowling alley the week before the program.

Dates: October 30, November 6, 13, 20, 27, December 4

Day: Tuesday

Time: 5:30-6:45 pm

Age: Grades 2-9

Location: Bradley Bowl, Route 75, Windsor Locks

Fee: *FREE-A maximum of 16 special needs children will be sponsored fully by the Foundation for Exceptional Children of Suffield. Children will also receive a free t-shirt! Enrollment is on a first come first registered basis. Parent volunteers and Special Partner helpers are needed in order for this program to be successful. Enrollment maximum is 16 children. Please register at www.suffieldrec.com before Tuesday, October 16. Teams must be submitted to Spare Time bowling alley the week before the program. Please register early.*

Registration Deadline: **Tuesday, October 16** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

Scare-it- up-Suffield

It's a free Scarecrow Contest with a Scare-It-Up Suffield Party. Everyone is welcome! Activities include face painting, spooky arts & crafts stations, Live animals with Animal Embassy, light refreshments, music and more. The winning scarecrows will be announced at 12:00 Noon.

Register by Tuesday, October 16 to enter and create a scarecrow for the Scarecrow Contest. Individuals, families, organizations and businesses are welcome to make a scarecrow. It's free. Once registered, scarecrows need to be set up anytime Friday, October 19 or until 10:00 a.m. on Saturday, October 20 in front of the Suffield Senior Center. They will be on display through Thursday, November 1 and must be picked up by Sunday, November 4. Prizes will be awarded for the Most Creative, Funniest, Prettiest, Spirit of Suffield, Youth Award, Teen Award, and People's Choice.

For Contest rules and details refer to: suffieldrec.com, or suffield-library.org

Date: October 20

Day: Saturday

Time: 10:00 a.m. – 1:00 p.m.

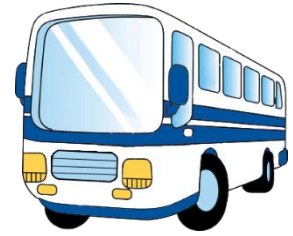
Ages: All

Location: Senior Center, 145 Bridge Street, Suffield

Fee: Free



Trips



The Suffield Parks & Recreation Department shares most bus trips in conjunction with the Granby and East Granby Recreation Departments. All bus trips are on a first come, first paid basis and due to the nature and commitment of bus contracts; there are no refunds for trips unless a specific trip is canceled. Purchased seats are non-refundable but transferable to another person and you must inform the Parks & Recreation Department of such change. Everyone must pay the full price, no discounts apply. On rare occasions the bus company may cancel a trip due to severe weather conditions at which time a full refund would be issued. All bus trips have scheduled departure and return times that are strictly followed. It is your responsibility to be at the bus on time, going to and from your trip destination. Customers who miss the bus on the scheduled departure time will be responsible for arranging and financing their own transportation. You must depart from the Town in which you register.

We are not responsible for your return trip if you are not at the designated pickup location on time!

NO ASSIGNED SEATS.

REMEMBER – Your reservation is not confirmed until your payment has been received.

New York City on your own - Saturday, October 6

The cost is \$46.00 per person and includes:

- Round trip bus transportation **Departs:** Middle School Parking Lot at 7:30 a.m.
- Taxes **Departs:** New York at 7:00 p.m.

Meals are on your own. Registration closes on **Monday, September 24** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

New York City on your own - Saturday, December 1

The cost is \$46.00 per person and includes:

- Round trip bus transportation **Departs:** Middle School Parking Lot at 7:30 a.m.
- Taxes **Departs:** New York at 7:00 p.m.

Meals are on your own. Registration closes on **Tuesday, November 13** and/or earlier if enrollment reaches maximum capacity. Limited enrollment.

REGISTRATION INFORMATION

Easy ways to register for a program

1. ON-LINE, register at suffieldrec.com with a credit card. Create a new account and follow the easy steps that will provide us with names, phone numbers, emergency contacts, allergy information... online registration will allow you to conveniently register for programs.
2. You may still pay by cash or check, but you must first set up a household account on-line to initiate this form of payment and procedure.
 - Create a household account, at check- out time, click on form of payment (Cash or Check).
 - Print out invoice, and mail or drop off final payment to Parks & Recreation Office, 97 Mountain Road, Suffield.

Programs are for Suffield residents and for certain programs, non-residents. Non-resident registration will be accepted at an additional fee. Suffield residents will receive first priority in the registration process. Children must be of the correct age or corresponding grade level to participate in programs. Special considerations may be made for children on a case by case situation. Programs have limited enrollment. The Department reserves the right to set a maximum for each program and to cancel a program due to insufficient enrollment. No unregistered person may attend a program. No on-site registrations. Your early registration helps us make the decision to run the program.

For payments that are mailed, we recommend you call the office to verify receipt. A mail box is located in the front of the Town Hall Annex building for customers who need to conduct business before or after our scheduled office hours. There will be a fee of \$10.00 for checks returned for insufficient funds. Please plan your selections in advance. Any change or modification to your initial registration will incur a \$10.00 processing fee.

Reasons to Register Early! Many programs are very popular and people know that in order to get a spot, they need to register early. But there are also reasons to register early for programs that don't usually fill up. All of our programs are self-supporting and we must reach minimum enrollment for it to run. There is a point (usually about one week before the program is due to start) that a program must be canceled if there aren't enough people registered. Very often people look to register after the program has been canceled, and if the registrations were done earlier, in many cases, the program would have run. So, if you know you want to join a program, please register early.

General Information: Children must be of the correct age or corresponding grade level to participate in specific programs. Special considerations may be made for children on a case by case situation. Children will be placed in groups accordingly by Parks & Recreation staff, please no special requests. **Please mark your calendars with dates of programs your child is registered for – you will not receive a call to remind you of your child's enrollment. Check your email -**Your program receipt will have this information on it. All programs are based on a limited enrollment - either deadline date and/or when program reaches capacity. Please register early to ensure that you have a spot and that the programs are not canceled for insufficient enrollment.

Cancellations

Cancellations or weather related changes will be announced on the department phone system, call: **860-668-3862, press 2** for a recorded announcement.

School activities and sports have priority over the Parks and Recreation activities. Whenever school is canceled due to inclement weather, or if there is an early release, all recreation activities held in the public schools will be canceled.

Regarding programs other than those held in public schools, a decision to cancel a program will be made by 4:00 p.m., Monday-Thursday, OR one hour prior to the start of the program on Saturday. Cancellations will be announced on the following television station: **WFSB-TV3**, our **Facebook** page and **suffieldrec.com**

Refund Policy:

All programs are based on a limited enrollment – either deadline date or when program is full – please register early to ensure that you have a spot and that the programs are not canceled. If the Parks & Recreation Office is notified 5 business days prior to the start of the program, all but 25% of the program fee will be refunded. No refunds once program starts.

We reserve the right to cancel or consolidate programs based on registrations. Full refunds are given for any canceled programs.