

Group One

Registration Information & Required Form

Pages 1 and 2:	Registration information and instructions
Page 3:	General information about our program
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Page 5:	Required Form – must be completed

For a child to begin attendance at our camp:

- ✓ Payment
- ✓ Bring 3 completed copies of the completed form (on page 4)

To register for Group One:

1. Provide payment and basic information (name, gender, age, weeks attending):
Please indicate the child's age as of the summer.

January through mid-June:

Online: www.chq.org

Phone: (716) 357-6250

Mail: Using Chautauqua's ticket order booklet

During the summer season:

Children's School handles Group 1 registrations

Phone: (716) 357-6278 8:30am – 12:00 M - F

In-person: 8:30am – 12:00 M - F at Children's School

Sundays: 12:00 – 3:00 PM at Hultquist Center

2. Complete the form on page 5 in its entirety and print three copies. Bring all 3 copies with you to Chautauqua.

Required Form Instructions:

1. Complete all fields on the form, either typed on your computer or handwritten.
2. This pdf allows you to save what you type into the fields. Once completed, save it to your computer for use in future years. In the years that follow, open your saved form, update information that has changed (age, grade, health updates), print, and sign/date.
3. After printing 3 copies of the completed form, please sign the bottom of each copy.
4. Bring the 3 copies of the form with you to Chautauqua.

FIRST DAY CHECK IN

Two options - Sunday afternoon or Monday morning:

Option 1 - MONDAY MORNING AT CHILDREN'S SCHOOL:

1. Please look for the table under the temple in front of Children's School on Monday mornings beginning at 8:30 AM.
2. Present your completed Group 1 forms to our staff in order to check in. Please have 3 identical copies of the completed form. Please make sure all requested information is provided.
3. We will use our registration lists to verify payment, age, and weeks enrolled.
4. You must check in before the child can proceed to his/her class. We ask that parents walk their child to the classroom in order to meet the teacher and receive a bus tag if needed.

If you did not register (pay for) the child prior the summer, you may take care of payment and complete paperwork upon arrival.

Option 2 - SUNDAY AFTERNOON IN HULTQUIST CENTER (ON BESTOR PLAZA):

You may hand in forms and/or pay on Sundays instead of Monday morning.

Available Sundays 12 PM – 3 PM in Hultquist Center (on Bestor Plaza).

Already paid: You may check-in with your completed forms.

Not yet paid: You may take care of payment and fill out forms.

Doing so will enable you to proceed directly to your child's class Monday morning.

INFORMATION ABOUT YOUR CHILD'S GROUP ONE EXPERIENCE

Group One is the program for children 6 years old and/or entering first grade. Group One is housed in Sheldon Hall, next to the Children's School campus, in the mornings; and then attend camp at Boys and Girls Club in the afternoons. Group One staff includes certified teachers and adult assistant teachers. The Group One teaching staff stay with their class for both the morning and afternoon sessions. In the afternoons they are joined by Boys and Girls Club specialty counselors for waterfront activities, crafts, music, and nature.

PROGRAM HOURS: Monday – Friday
9:00 – 12:00 in Sheldon Hall next to Children's School
2:00 – 4:00 at Boys and Girls Club

A TYPICAL MORNING AT CHILDREN'S SCHOOL INCLUDES:

- Developmental play
- Circle time (activities designed to provide a foundation for basic skills such as calendar, counting, days of the week, reading, singing)
- Activity centers (weekly themes such as children's literature, imagination community helpers, performing arts, animals, ooey goeey, bird, tree, and garden)
- Music, art, drama/movement, library, on-grounds field trips
- Special guest programs
- Snack time
- Outdoor play

Children's School is very fortunate to have continuing close relationships with the Schools of Fine and Performing Arts, The Chautauqua Opera Company, the Chautauqua Theater Company, and the Chautauqua Fire Department, among others. Each summer, our program is greatly enriched by the staff and volunteers of these groups.

AFTERNOONS AT BOYS AND GIRLS CLUB:

- Group One afternoon activities include canoeing, swimming, crafts, music, nature, field games, and swimming.
- Children should have a bag with a bathing suit and towel in the afternoons. Club has a bath house for children to change before/after swimming.
- The afternoon session begins promptly at 2:00. Groups 1 – 4 meet in the Girls Club building (green building). Announcements are given at the 2:00 assembly and it is important for children to arrive on-time so they do not miss the information provided at the assemblies.
- Wear sturdy shoes (i.e. sneakers) and clothing appropriate for active play.
- Daily schedules and a calendar of events are posted in Club's office in the Beeson Youth Center.
- Please label all clothing, towels, and other belongings with the child's first and last name.
- Check our lost & found box in the hallway of the Beeson Youth Center for missing items.
- Dismissal is promptly at 4:00. Group One is dismissed by the bath house (next to the volleyball court.)

TRANSPORTATION AND SAFETY

The safety of the children is important to all of us. To that end, we ask that you follow the guidelines below. Vehicular traffic in any areas, except as noted below, is prohibited and is police enforced.

If you are staying within Chautauqua Institution:

- Driving children to Children's School or Boys and Girls Club is not permitted, even on rainy days.
- Children may walk and/or ride a bike with an adult to Children's School in the mornings and to Boys and Girls Club in the afternoons.
- Busing is available for Group One in the mornings only. Children's School has a bus service available for children enrolled in Children's School and Group One. (For group One in the mornings only). Take your child to Children's School on his/her first day. The Group One teacher will give your child a bus tag which will state your child's name and bus stop information. Your child must wear the bus tag each day they attend our program. Buses are staffed with adult monitors who ensure that the child is met by the responsible adult at the bus stop. An adult must be there to meet the child otherwise the child will be brought back to Children's School.
- Boys and Girls Club does not provide busing. However, a bus and tram system is maintained by Chautauqua, with the South Bus passing within a block of Boys and Girls Club.

If you are coming from outside Chautauqua Institution to drop off / pick up:

- Mornings - You must enter through the Turner Gate, turn right at the traffic circle (Palestine St), then left on Hurst. You may park along Hurst briefly while you walk your child to Children's School. The area directly in front of the Children's School building is for buses only. Please don't park in any other areas except as noted above. Please drive carefully and watch for children. If you want your child to ride the bus, you may park at the Main Gate Welcome Center, walk through the pedestrian gate, and wait at the Main Gate bus stop for the yellow school bus. A free 45 minute walk-in pass (available at the Will Call window) is required each day for adults without a gate pass.
- Afternoons - You must enter through the Bryant Gate at the far south end of the Institution. The South Gate will not permit entry for Club drop off / pickup. Bryant Gate hours: 8:45 – 9:15, 11:45 – 12:15, 1:45 – 2:15, and 3:45 – 4:15. Proceed straight ahead and down the hill by the tennis courts. Drop off / pick up children at the turn around area at the base of the hill. Drop offs and pick ups on other streets/hills are not permitted.

GROUP	Registered for these Chautauqua week #s									Verification Stamp
	1	2	3	4	5	6	7	8	9	

GROUP ONE INFORMATION FORM only use this form for child entering 1st grade

PLEASE COMPLETE ALL FIELDS BELOW AND SIGN/DATE. BRING 3 COPIES OF THIS FORM. TURN IN FORMS EITHER MONDAY MORNING AT CHILDREN'S SCHOOL OR SUNDAY AFTERNOON IN HULTQUIST CENTER.

PERSONAL INFORMATION, EMERGENCY CONTACTS, HEALTH ALERTS

Child's Name: _____ Gender: _____
 Summer Age: _____ Date of Birth: ____ / ____ / ____ Grade Entering in Fall: ____ (MUST be 1st grade)
 Parent/Guardian Name: _____ Parent/Guardian Name: _____
 Chautauqua/Local Address: _____ Local Telephone: _____
 Permanent Address: _____ City, State, Zip: _____
 Is the child staying with the parents/guardians listed above while in Chautauqua? (Yes or No) _____
 If child is staying with someone else, what is their name: _____ Relation: _____
 Cell Phone Contacts: Cell # (____) _____ Name: _____ Relation: _____
 (of those staying locally) Cell # (____) _____ Name: _____ Relation: _____
 Other **local** individual we may contact if parent/guardian cannot be reached at above local and cell numbers:
 Name _____ Address _____ Telephone _____
 Please list any allergies, special needs, conditions, or other health issues that may affect both your child's experience and our staff's ability to serve him/her: _____

 Physician to contact in emergency: _____ Telephone: _____

TRANSPORTATION TO/FROM CHILDREN'S SCHOOL - No bus service to/from Club at 2:00 & 4:00 PM

Place an X next to the _____ An adult will bring the child to and from Children's School
 child's transportation _____ Riding yellow school bus, and picked up at bus stop by an adult listed above
 *Circle bus stop choice below

- North Bus Route stops:* 1. Main Gate 2. Library 3. Miller Park 4. Gleason
 5. N. Lake & McClintock 6. Pratt & Evergreen 7. North Shore 8. The Pines
 9. Dance Studio 10. Palestine & Scott (bus home only)
- South Bus Route stops:* 1. Lincoln Park 2. Janes & Massey 3. Overlook/Arboretum 4. Hall of Christ
 5. Heinz Beach 6. S. Lake & Cookman 7. Sports Club 8. Colonnade

IMMUNIZATION RECORD – REQUIRED EVERY YEAR BY NYS LAW

You must provide the full set of immunization dates. Indicating that it is up to date is not acceptable.

Please bring a copy of the child's immunization record, or the dates may be copied onto the following chart:
 Month/Day/Year needs to be provided for each shot. If using the chart below please use the format: MM/DD/YY

	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5	Dose 6
DTP / DT/ DTaP / Tdap	_____	_____	_____	_____	_____	_____
IPV / OPV (polio)	_____	_____	_____	_____	_____	_____
MMR	_____	_____	_____	_____	_____	_____
Hepatitis B	_____	_____	_____	_____	_____	_____
Varicella (chicken pox)	_____	_____	_____	_____	_____	_____
Meningococcal	_____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____	_____

The information on this form is accurate and up-to-date to the best of my knowledge. In case of an accident I give permission for routine first aid treatment. For more serious accident or illness, I request that I be contacted. If I am unable to be reached, I hereby authorize staff to secure proper treatment for the child. In addition, staff has my permission to obtain a copy of my child's health record from providers who treat my child and these providers may talk with staff about my child's health status. I understand that a copy of this form will be provided to office staff, my child's counselors, the camp nurse, and if necessary to emergency personnel. Multimedia such as photographs and video may be taken for Chautauqua Institution purposes only. My child has permission to participate in supervised trips on the Chautauqua Grounds while attending Group One. Rev. 18

Signature of parent/guardian _____ Date _____

A PHYSICIAN MUST COMPLETE THE SEPARATE MEDICATION FORM IF ANY MEDICATION WILL BE SENT FOR THE CHILD. This includes Epi-pens and inhalers. (Form available online to download)