



University of
Pittsburgh®

Community Leisure Learn
School of Education

University of Pittsburgh's

Pitt's Kids



Parent Handbook



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Pittsburgh®

Community Leisure Learn
School of Education

Contact Information and Scheduled Dates:

Kyle Kenia
Director Community Leisure Learn Program
Coordinator of Health and Wellness Outreach
KrK77@pitt.edu
412-648-8278
140 Trees Hall, Allequippa & Darragh Street
Pittsburgh, PA, 15261
Website: www.education.pitt.edu/cli

Dates:

First Saturday: January 27th – Last weekend Saturday March 30th 2024.
*No Program March 9th & 16th

Times:

Drop off is between 9:40am – 9:55am with the program starting at 10am
Pick up is between 12:05pm - 12:20pm.
*Ages 3-4 will be picked up in back lobby while all other ages in the front lobby.

Communication with Parents:

We communicate with parents via email, Facebook, and our website. In the application please list an email that you or your family will check for updates in regards to the program. Below is a list of resources on the Internet.

Website: www.education.pitt.edu/cli
Facebook Page: Community Leisure Learn



Refund Policy:

Families have until one week prior to the start of the Saturday program to request a refund or partial refund. If the refund request prior to January 12th that family will receive full amount minus the registration fee of \$25 per child.

Pitt's Kids DOESN'T offer refunds and or pre-rated rates during the start of the program. If your child misses a day or there is a scheduling conflict we will not offer a refund or pro-rated amount. If the University were to cancel programs due to a pandemic we would offer full refunds for those families enrolled.

What to Bring to Camp:

Each day campers will want to bring/pack the following items to ensure they have a safe & fun time at our PK Program.

Gym/Activity Attire:

Participants must wear closed toe sneakers or running shoes for the gym activities.

NO Flip flops, sandals, or open-faced shoes and or heels

Active Wear (shorts, t-shirts, socks)

Bring a water bottle.

Change of clothes (preferably another set of activity clothing.)

Swimming Attire:

A bathing suit, and towel each day.

Flip Flops for the pool deck are recommended but not required.

Goggles and swim cap are recommended but no required.

A change in clothing preferably active wear.

*We ask that you don't send your child with toys or any other games for the program unless directed otherwise. If you have further questions about what to bring to camp each day please direct your questions to Kyle Kenia at this time.



Behavioral Policy:

Our top priority is to provide a safe and enriching experience for all children. To do this, we must work together to develop the best plan for each individual child. In order to ensure this positive environment, we may not be able to serve children who repeatedly display disruptive behavior. Disruptive behavior is defined as verbal, physical or sexual misconduct which requires constant attention from the staff including, but not limited to: hitting, kicking, spitting, and attempting to leave the program space, hostile verbal behavior, and other behaviors which may hurt another child, themselves, or staff member.

Program Expectations:

- Respect others, the environment, and yourself
- Use put ups, not put downs
- Honesty
- Be responsible for yourself
- Treat others as they would like to be treated

In Response to Misbehavior:

- Be consistent in enforcing rules
- Using positive language
- Give clear choices
- Redirect your child
- Respect your child
- Work with parents to create and implement effect plans.

*Our goal is to work together with the child and family to address and modify any behavior concerns; however, if a child cannot display appropriate behavior, then he/she may be removed from the program.



Covid-19 Policy:

This up-coming Pitt's Kids will be following the University of Pittsburgh's Policy and Guidelines on Covid-19. These Guidelines and Policy's are subject to change based on the constant evolving nature of this pandemic.

What does this mean for your family?

- Face coverings are optional at this time. All members are welcome along with our staff to wear a face covering at any time, and for any reason.
- The University has a strict stance for employees and students to be vaccinated at this time. The University encourages all to get vaccinated and or boosted!
- Your child doesn't need to wear a face covering at this time.

What to do if your child is sick?

- We ask that you don't bring your child to camp that day. If they show covid-19 like symptoms we ask that they be tested. Families should notify the Director Kyle Kenia at any time if a child test's positive for covid-19.
- If your child shows signs and symptoms of covid-19 at camp we will separate your child from the rest of their group and notify that individuals parent. Parents will be responsible for picking up their child from camp.

Children under the age of 5:

- Staff working with children under the age of 5 will be required to wear masks with your and around your child. Pool staff will wear face shields as well.

Below are links to additional information that the University has provided in response to Covid-19.

www.coronavirus.pitt.edu/healthy-community/pitts-health-rules

https://www.policy.pitt.edu/sites/default/files/covid/COVID_Rules-final.pdf



Swimming Level Descriptions:

Pre- Level (Adapting to Aquatic Environment):

Begin exploring the aquatic environment. Flotation devices. This level will work on the child's comfort in the water and learning basic swimming and safety skills such as floating, kicking and dunking their head in the water. This level incorporates a lot of games to increase the child's comfort in the water.

Level I (Water Exploration):

For the beginner swimmer with little or no experience, who is comfortable holding onto the wall and using flotation devices independently. This level will work on the child's independent entry and exit from the water, jumping into the water, swimming underwater, and proper kicking technique for the beginning of crawl strokes and breaststroke using flotation devices and learning arm motions for the strokes.

Level II (Primary Skills):

In this level the child should be able to submerge underwater and feel comfortable in the pool environment. This level will work on learning to swim and float short distances independently on their back and belly, and longer distances without support of a flotation device. The child will have more instruction to the swim strokes in this level and will learn to use arms and legs at the same time during these strokes. Treading will be introduced as well.

Level III (Stroke Readiness):

The child should be able to retrieve objects underwater with eyes open, jump from the side of the pool into deep water and return to the side of the pool independently. This level the child will work on diving, refinement of stroke skills and swimming longer distances on his/her front and back.

Level IV (Stroke Development):

The child should be able to swim 25 yards of freestyle and backstroke, dive from the side of the pool, and tread water for 2 minutes. This level will work on front crawl with rotary breathing, learning the dolphin kick and side stroke, along with refinement of other strokes and increasing swimming endurance. The child will also work on retrieving objects from deeper water.

Level V (Stroke Refinement):

The child should be able to dive from a diving board, swim freestyle and backstroke uninterrupted for 50 yards, and breaststroke for 25 yards. This level will work on refining the four strokes; in particular the butterfly and breast strokes and begin swimming longer distances. The child will also begin to work on flip turns.

Level VI (Skill Proficiency):

The child will be proficient with all the major strokes and can swim 100 yards of freestyle and backstroke, 50 yards of breaststroke, and 25 yards of butterfly. The child should also be able to perform a flip turn or touch turn. This level will mainly continue the stroke refinement that began at the prior level, with a focus on increasing endurance.



Gym Description and Groupings:

3 & 4 years old:

Learn and develop fundamental motor patterns through game play. Including locomotor (i.e. running, skipping, galloping, jumping) and object control concepts (handling, gripping, kicking, throwing, striking). In addition, children in this age group will learn creative movement skills such as dance, creative acting, and language and relationship development.

5 & 6 years old:

Develop and refine fundamental motor patterns through game play. Including locomotor (i.e. running, skipping, galloping, jumping) and object control concepts (kicking, throwing, catching, striking). In addition, children in this age group will learn creative movement skills such as dance, creative acting, language, and academic development. For this age group there will be feature activities in cooperative learning to support relationship development.

7 – 9 years old:

Develop and advance activity and sport concepts through game play. An emphasis will be placed on learning tactical strategies for offensive and defensive games, sportsmanship, communicating and listening, health benefits, and cooperation. Activity categories include (invasion, catching and throwing, fielding, and striking, and aerobic tag games). In addition, fundamental skills for rock wall climbing and high energy dance will be taught.

10 to 14 years old:

Develop and refine activity and sport concepts through game play. An emphasis will be placed on learning new and innovative games and sports. This includes games like catchhit (paddleball and lacrosse), boccerball (basketball & soccer) and angleball (target and conditioning game). In addition, an emphasis will be placed on reinforcing sportsmanship, communication, and relationship development. Children in this age group will have been taught how to safely and effectively use to muscle fitness equipment.



3 and 4-year-old drop off and pick up information:

We follow a strict arrival and dismissal system to ensure your child's safety! So please read the procedures carefully.

Arrival time- is between **9:40AM - 9:55AM** - with children's program starting right at **10am**.

Dismissal Time- is between 12:00pm – 12:15pm.

The program will feature three program areas this spring. Locomotion skills, Obstacle course frenzy, and Water Safety. Each area will be 30 minutes long with roughly 10- 15 minutes of transition time. This will allow for a more focused lesson both in the pool and in the gym areas. All the times for the program will be the same however, we will be adding a third area for the 3 & 4's. The program will keep all the 3- & 4-year-olds in their groups including swimming.

We will be dividing the 3- & 4-year-old group into three groups this spring.

- Group A: Swim – Dance Studio – Multipurpose Room
- Group B: Multipurpose Room – Swim – Dance Studio
- Group C: Dance Studio – Multipurpose Room – Swim

ALL Groups will be dropped off in the back of our building located on Robinson Street. There are big glass doors where 3- & 4-year old's will be dropped off. This is also where parents will pick up from. Staff will then take the participants to the proper location to start the program. **NO PARENT** is allowed in the building this coming year.

If a participant needs to leave the program early that must be arranged with staff beforehand. In case of a last-minute family change parents must come to the main entrance of the building and speak with the guard. The guard will then notify staff.

Parents will be notified a week prior to the program start date of what group their child will be placed in. We ask that if your child is swimming in the first group that they come prepared for the pool ahead of time.

*If you have multiple children of different ages, they can all, be dropped off at this location. Our staff will make sure to transport the child(ren) to the correct space.

On Page 14. there is a map of pick up and drop off locations for parents.



5 and 6-year-old drop off and pick up information:

We follow a strict arrival and dismissal system to ensure your child's safety! So please read the procedures carefully.

Arrival time- is between 9:40AM - 9:55AM - with children's program starting right at 10am.

Dismissal Time- is between 12:00pm – 12:15pm.

This year we have several new changes to our drop off and pick up policy for parents to follow. This is to ensure a safe and fun filled weekend.

Parents will drop their child off in the vestibule area located at the main entrance of Trees Hall. Pitt's Kids staff will check the child in and transport them to the appropriate location. No parent is allowed into the building at this time.

As you arrive to pick-up your child, parents will check out with a staff in the vestibule area located in the main entrance of Trees Hall. Pitt's Kids staff will then bring your child to the front for pick-up.

Please arrive and depart on time. If you are late arriving, parents must check-in with the guard at the front desk. The guard will then notify staff to pick up and transport the child to the appropriate area.

The week leading up to the program Parents will be notified whether your child is swimming first or will be in the gym first. We ask that parents have their child ready for the program area. Please be aware that if your child swims in the second part of our program they will be ready for pick up starting at 12:05pm.

Please see the drop off and pick up map on page 14.



7 to 9-year-old drop off and pick up information:

We follow a strict arrival and dismissal system to ensure your child's safety! So please read the procedures carefully.

Arrival time- is between 9:40AM - 9:55AM - with children's program starting right at 10am.

Dismissal Time- is between 12:00pm – 12:15pm.

This year we have several new changes to our drop off and pick up policy for parents to follow. This is to ensure a safe and fun filled weekend.

Parents will drop their child off in the vestibule area located at the main entrance of Trees Hall. Pitt's Kids staff will check the child in and transport them to the appropriate location. No parent is allowed into the building at this time.

As you arrive to pick-up your child, parents will check out with a staff in the vestibule area located in the main entrance of Trees Hall. Pitt's Kids staff will then bring your child to the front for pick-up.

Please arrive and depart on time. If you are late arriving, parents must check-in with the guard at the front desk. The guard will then notify staff to pick up and transport the child to the appropriate area.

The week leading up to the program Parents will be notified whether your child is swimming first or will be in the gym first. We ask that parents have their child ready for the program area. Please be aware that if your child swims in the second part of our program they will be ready for pick up starting at 12:05pm.

Please see the drop off and pick up map on page 14.



10 to 14-year-old drop off and pick up information:

We follow a strict arrival and dismissal system to ensure your child's safety! So please read the procedures carefully.

Arrival time- is between 9:40AM - 9:55AM - with children's program starting right at 10am.

Dismissal Time- is between 12:00pm – 12:15pm.

This year we have several new changes to our drop off and pick up policy for parents to follow. This is to ensure a safe and fun filled weekend.

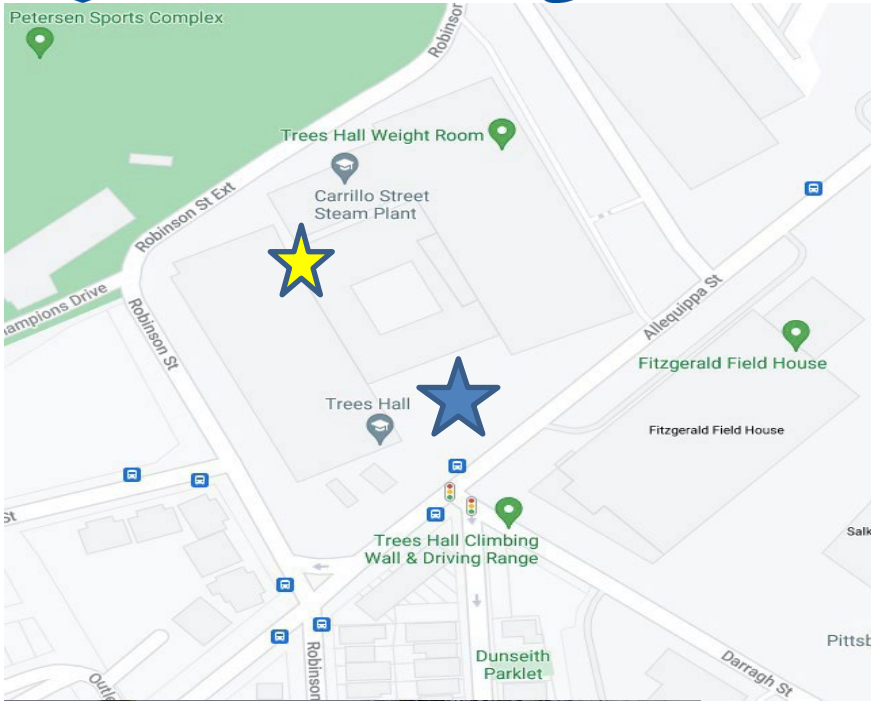
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As you arrive to pick-up your child, parents will check out with a staff in the vestibule area located in the main entrance of Trees Hall. Pitt's Kids staff will then bring your child to the front for pick-up.

Please arrive and depart on time. If you are late arriving, parents must check-in with the guard at the front desk. The guard will then notify staff to pick up and transport the child to the appropriate area.

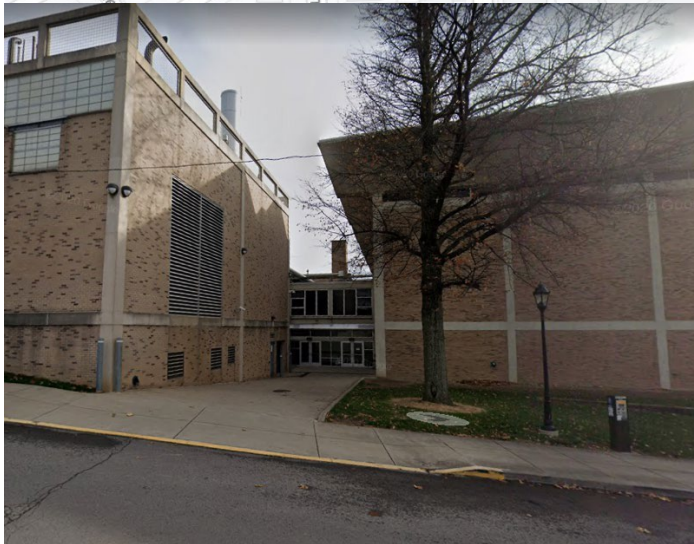
The week leading up to the program Parents will be notified whether your child is swimming first or will be in the gym first. We ask that parents have their child ready for the program area. Please be aware that if your child swims in the second part of our program they will be ready for pick up starting at 12:05pm.

Please see the drop off and pick up map on page 14.



Gold Star – 3-4-year-old drop off and pick up location.

Blue Star – 5-13-year-old drop off and pick up location. Also is main entrance.



3- and 4-year-old drop off and pick up location. This location is on the backside of Trees Hall Located on Robinson Street. Please see the gold star in the map above.



5-13 year old drop off and pick up location. This is the main entrance of Trees Hall located across from the Fieldhouse on Allequippa Street. See the blue star on the map above.