

PLEASE PRINT CLEARLY WITH BLUE OR BLACK PEN

Township of Plainsboro / Recreation and Community Services Department

641 Plainsboro Road, Plainsboro NJ 08536

609 799-0909 Ext 332 or 351 Fax 609 799-7026 E-Mail recdept@plainsboronj.com

2010 Spring Session - Programs for Youths with Special Needs

Participant Last Name _____ First _____ Male [] Female []

Age _____ D.O.B. _____ Parent/Guardian _____

Street Address _____ Town _____ Zip _____

Daytime Phone _____ Cell Phone _____ E-Mail _____

Emergency Contact (if different than above) _____ Phone _____

List any health or medical condition(s) that would affect participation in the program(s) below _____

State the nature of your child's disability _____

<input checked="" type="checkbox"/>	Program Name	Dates	Day and Time	Location	Fee payable to Plainsboro Township
<input type="checkbox"/>	Beat of the Drum <i>Plainsboro and nonresident youths ages 9 - 21</i>	4/8 – 4/29	Thursdays, 4:30 pm – 5:15 pm	Plainsboro Municipal Community Room A/B	\$20
<input type="checkbox"/>	Kids' Co'Motion I - <i>Plainsboro and nonresident youths ages 4 - 9</i>	3/24 – 6/2 No class 3/31, 4/14 and 5/12	Wednesdays, 5:30– 6:30 p.m.	Plainsboro Municipal Community Room A/B	\$35
<input type="checkbox"/>	Kids' Co'Motion II - <i>Plainsboro and nonresident youths ages 10- 21</i>	3/24 – 6/2 No class 3/31, 4/14 and 5/12	Wednesdays, 6:30– 7:30 p.m.	Plainsboro Municipal Community Room A/B	\$35
<input type="checkbox"/>	Artful Artists I <i>Plainsboro and nonresident youths ages 10 – 21</i>	4/9 – 6/4 No class on 4/30	Fridays, 4:15 – 5:15 p.m.	Princeton Alliance Church Room 103-104	\$35
<input type="checkbox"/>	Artful Artists II <i>Plainsboro and nonresident youths ages 4 - 9</i>	4/9 – 6/4 No class on 4/30	Fridays, 5:15 – 6:15 p.m.	Princeton Alliance Church Room 103-104	\$35
<input type="checkbox"/>	Kids' MusicRound <i>Plainsboro and nonresident youths ages 3-9</i>	3/25 – 6/3 No class on 4/1	Thursdays, 4:30 – 5:15 p.m.	Plainsboro Presbyterian Church, Fellowship Hall	\$35

Registration Processing Registrations are processed in the order received. In-person registration will be processed upon arrival. Registrations sent by mail will be processed by the end of the day they were received. Registrations left in the office drop box will be processed with daily mail. Mail is processed randomly.

Program Fees are due with registration. Payment is accepted by check or cash (exact amount requested). The township does not accept credit cards.

Refund Policy Unless otherwise noted, all program fees are non-refundable. Exceptions are made only in the event of an emergency and documentation is required. Requests for refunds must be submitted in writing. Refunds will not be given for absences, vacations, removal from program due to behavior problems, or false statements pertaining to eligibility criteria. Refunds take 6-8 weeks to process.

Class Changes Requests to change a class registration will be subject to a \$5 administration fee.

Eligibility Programs offered by Plainsboro Recreation Department are open to township residents only, unless otherwise stated. Programs for children in grades K-12 are open to students in Plainsboro & West Windsor, unless otherwise stated. Restrictions and/or non-resident fees may apply. Proof of age, residency, or other determinant may be required. Misrepresentation of any eligibility requirement will result in forfeiture of space in the program and no refund will be given.

Program Cancellation The Township reserves the right to cancel programs for which insufficient registration is received prior to the start of the program (amount of time varies). Participants will be notified as soon as a decision is made and full refunds will be given.

Inclement Weather If schools have early dismissal or are closed due to inclement weather, all school-based activities for the remainder of the day are cancelled. If the municipal complex closes due to weather conditions, information will be posted on the main phone line. Instructors who cancel classes will contact their students directly.

Photo Policy By registering you/your child for the program(s) listed, you give permission for photos to be taken that may be used by the township or invited media. If you do not wish you/your child to be included in such photographs, you must submit this request in writing with registration.

Behavior Participants are expected to exhibit appropriate behavior at all times. The following guidelines have been developed to make recreation department programs safe and enjoyable for all participants. Additional rules may be developed for particular programs as deemed necessary by staff. Participants shall:

- Show respect to all participants and staff
- Refrain from using foul language
- Refrain from causing bodily harm to other participants or staff
- Show respect for equipment, supplies and facilities

Discipline A positive approach will be used. The Plainsboro Recreation Department reserves the right to dismiss a participant. Each situation will be evaluated on its own merit.

With registration for a Plainsboro Recreation Department activity, the participant (or parent/guardian of a minor) assumes all risks associated with participation in the program, and hereby releases and holds harmless the Township of Plainsboro, its employees, partners, or volunteers from any claims of injury or losses of property that may occur as a result of participation in the activity. Neither the program leader nor any other staff or volunteers are responsible for minors prior to or after the scheduled program.

Parent/Guardian Signature _____ Date _____

<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Received by _____ Receipt # _____ Amount _____ Cash [] Check []	

For Fee Based Programs

Users of online mail services such as Gmail or hotmail need to save the form to their hard disk by selecting the save button, and then attach it to an e-mail to recdept@plainsboronj.com. You will receive a confirmation e-mail within one business day of submission. If you do not receive a confirmation it is assumed the submission was not received and you must print and return the registration form via fax, mail, or in person.

Save this Form for later printing or emailing

For Fee Based Programs

Print form to return with payment (cash or check). Forms may be submitted in person or via mail.

Print this Form