August 3, 2021

Dear Puddle Jumper Parents & Guardians:
We are excited that your child(ren) will be joining us to explore the wonders of nature! While learning new skills, your child will also gain positive experiences in nature through exploration, experimentation, observation, creative art projects, and outdoor play. This letter is filled with important information to help you and your child get ready for the program and for new discoveries. Please read the following information carefully.

HOURS: The hours for Puddle Jumpers are 9:30 AM - 12:00 PM for the morning program and 2:00 - 4:30 PM for the afternoon program. This is a drop-off program and will be held outdoors for the full 2.5 hours each day.

STAFF: Leaders have been selected because of their experience, enthusiasm, and desire to work with youth. In addition, the Program Coordinator will oversee the daily operation of the program. Please feel free to discuss any questions or concerns you may have with the Program Coordinator.

LOCATION & SHELTERS: Puddle Jumpers will be held on the grounds, boardwalk and trails at Millbrook Marsh Nature Center. The main pavilion, sun shelters and event tents (without sides) will be used for shelter from the sun and precipitation as well as for some stationary activities. See Weather Policy below for inclement weather procedures.

DROP-OFF:
- Drop-off begins at 9:30 AM and ends at 9:45 AM for the morning program and begins at 2:00 PM and ends at 2:15 PM for the afternoon program. Please arrive on time as the group may move to a new location immediately after drop-off.
- Vehicles may be parked in the staff parking lot for drop-off/pick-up.
- Escort your Puddle Jumper(s) to the designated drop-off/pick-up area identified with signage and Drop-off area is located near the pole light close to the staff parking lot.
- Staff will be stationed at least 6 feet away from the drop-off area. On the first day of the program staff will confirm that a Health and Safety Form and signed waiver is on file for your child(ren). A child may not remain at Puddle Jumpers without a completed Health & Safety form and waiver on file.
- Each child will place their daily items in an individual cubby, apply hand sanitizer, and be directed to join the group for activities. Groups are limited to a maximum of 10 children. Please see the COVID-19 Operational Protocols, Clothing, and What to Bring sections below for more information about masks and what to pack each day.

PICK-UP:
- Pick-up is at 12:00 PM for the morning program and 4:30 PM for the afternoon program; please arrive on time.
- Vehicles may be parked in the staff parking lot for pick-up.
• Adults picking up a child(ren) must wait at the designated pick-up area (same location as drop-off area) for staff to greet you and to direct your child(ren) to you; please do not approach the group.
• Staff must be informed no later than the morning of if participants will be picked up from the program early.
• Anyone picking up a child other than a parent/guardian needs to be authorized in writing ahead of time by the parent/guardian. If you have an issue that will make you late to pick up, please call the Nature Center office at 814-235-7819 and the office will notify the program leaders.

HEALTH AND SAFETY FORM & WAIVER: We want to create the safest environment for all children participating in the program. Before starting Puddle Jumpers, complete a Health and Safety Form for your child(ren). If your child has a severe allergy or if there is other health information you would like to discuss with staff, call 814-235-7819 or email puddlejumpers@crcog.net. A child may not remain at Puddle Jumpers without a completed Health and Safety Form and waiver on file. Health and Safety Forms can be found HERE, Waivers can be found HERE, and links to both forms are also included in your welcome email.

CLOTHING: For children to have the best outdoor experience, it is important for them to be properly dressed for the weather. Children should wear loose fitting clothing that is okay to get dirty. The 2.5-hour program is held outdoors.

Suggested Clothing for Winter: Snow boots, heavy winter coat, snow pants, insulated water-resistant gloves/mittens, warm hat.
Suggested Clothing for Spring: Rain boots, crows or water shoes, light jacket or fleece, rain jacket, rain pants, hat or cap. Sunscreen and bug spray application before arrival is recommended.
Mud: The marsh ecosystem is a great place to discover and have fun with mud! Please pack a spare change of clothes for your child in a labeled bag. Change of clothes may be left at in their cubby until the end of the season if desired. The bag should contain a pair of pants, shirt, underwear, sweater, and socks. Please remember to switch out their clothing with the changing of seasons and as they grow.

WHAT TO BRING: Participants should bring the following items each day, labeled with their name:
• A clean, properly fitting face mask that covers the nose and mouth, fits snugly below the chin, and falls against the sides of the face without too much gaping. Masks will be required when indoors. The group will go inside each day during bathroom breaks.
• Drink/Water Bottle (no glass bottles, please). Water bottles will be stored in a sanitized drink divider so that they do not touch. Water bottles must have a diameter of 3” or less to fit in the drink divider.
• Snack - Please refrain from packing items containing peanut butter or nuts until a staff person gives approval. If your child has a severe food allergy, please inform staff.
• Seasonal clothing (see suggested Clothing section above)

WEATHER POLICY:
• In case of rain, the program will continue, and pavilions may be used as shelter areas.
• If there is thunder present, the group will take shelter under the main pavilion or one of the sun shelters for 30 minutes after each rumble of thunder. If any lightning is seen, children and
leaders will move to the barn, and leaders and children will wear their face masks. All barn doors and windows will be opened to provide ventilation.

- Staff will monitor approaching weather and determine whether they can shelter in place and resume activities, or if parents need to be called for pick-up.
- If more severe inclement weather is forecasted for later in the program time, staff may notify parents for a specific pick-up time via email or phone.
- Delays and Cancellations: Puddle Jumpers follows State College Area School District (SCASD) snow delays and cancellations. When the schools are cancelled due to snow/ice, Puddle Jumpers is cancelled. When the SCASD has a 2-hour delay, Puddle Jumpers has a 30-minute delay beginning at 10:00 AM for the morning program. When the SCASD has an early dismissal, Puddle Jumpers may also have an early dismissal and parents will be notified via email or phone.

**COVID-19 OPERATIONAL PROTOCOLS:**
These policies are based on considerations from the Centers for Disease Control and Prevention, PA Department of Health, American Camp Association and on local, state, and national guidelines.

**Staff:**
- Staff will wash their hands and use hand sanitizer as often as possible throughout the program.
- Face masks, soap, and hand sanitizer will be provided to all employees.
- Staff will stay home if they have symptoms of Covid-19, have tested positive for Covid-19, or have been exposed to someone with Covid-19.

**General Operations:**
- **Face Masks:** Masks are required indoors and when physical distancing is not possible. Please be sure that your child(ren) has a clean, properly fitting face mask each day. Proper fitting masks cover the nose and mouth, fit snugly below the chin, and fall against the sides of the face without too much gaping.
- **Cubbies:** Each child will be assigned an individual cubby to store their daily items and extra clothing. Cubbies will have a lid and will be clearly marked with the child’s name. The exterior of each cubby will be sanitized prior to the start of the program each day.
- **Handwashing and Hand Sanitizer:** Children will be required to use hand sanitizer when they arrive at Millbrook Marsh and throughout the day, under leader direction. A mobile handwashing station with soap and water will be available throughout the program each day.

Thank you for your interest to participate in Puddle Jumpers! If you have any questions or concerns regarding this information, please contact Millbrook Marsh Nature Center at (814) 235-7819 or by email at puddlejumpers@crcog.net.

Sincerely,

Mandy Maguffey, Nature Center Program Coordinator