June 3rd, 2021

Dear Parent/Guardian,

Welch Field is excited to be opening again this summer after being closed in 2020! We do ask for everyone’s patience and understanding as our programs will look considerably different than in 2019. We know not all the procedures are convenient, but these are the things we need to do to be open this summer.

Everyone who has children that participated in our swim lessons, field program, and/or drama program in 2019 and is a Westfield resident is receiving this letter with separate registration forms for their children. This summer, there are different registration forms for swim lessons and the field/drama program. We are only sending field program registration forms to those with children ENTERING grades 3-8 in the fall as the field program will be limited to those grades this summer. In addition to those age groups, parents of preschoolers (who are going into kindergarten in the fall) and current kindergartners are also receiving this letter with a swim lesson registration form for their children. We will also be limiting registration to Westfield residents (non-residents will be put on a waiting list for both the field and drama programs as well as swim lessons).

**SWIM LESSONS**

On the swim lessons registration form, there is a spot that lists all the possible days and times that your child can have swim lessons. PLEASE NOTE THAT SWIM LESSONS WILL BE SCHEDULED DIFFERENTLY THIS YEAR. Overall, there are 5 different time slots for each session (except for levels 5 & 6). Please note that at this time we are not 100 % sure if we will be able to offer evening lessons.

For morning lessons for levels 1, 2, 3 and 4, we will have four different “Two Week” sessions with classes four times a week. All these classes will meet Monday, Tuesday, Wednesday, and Thursday for two consecutive weeks. All lessons will be 25 minutes long and will consist of 8 total classes. There will be no lessons on Fridays. For levels 1, 2, 3 and 4, we will be limiting each class to THREE participants. We are doing this to create enough social distancing between all participants, helpers and lifeguards. In addition, for levels 1, 2 and 3, each child MUST HAVE AN ADULT OR SOMEONE 13 OR OLDER go in the water with them for each lesson to assist them in their various strokes. We are doing this so that our lifeguards and participants are not within 6 feet of each other without face coverings.

For levels 5 & 6 and evening lessons (if we can have them), we will have two different “Four Week” sessions with classes twice a week. All these time slots are two lessons a week (Monday/Wednesday or Tuesday/Thursday). For levels 5 & 6, we will be limiting each class to FIVE participants for the sake of social distancing.

 We know that this may not be convenient for all, but this is what we need to do to have lessons this summer.

**FIELD & DRAMA PROGRAMS**

We will be limiting the field program to 100 participants this summer, so we encourage everyone to SIGN UP AS SOON AS POSSIBLE (more info below). Registration will be limited to participants who are ENTERING grades 3-8 this fall. We will be separating our participants into groups of 25. We will have two groups come in the morning each day (Monday-Friday) from 9 a.m. to 1 p.m. and two groups come in the afternoon each day (Monday-Friday) from 1 to 5 p.m. Participants will only be allowed to come to the program during the time their group is scheduled. The same groups will stay together all summer unless attendance becomes low or state guidelines loosen up.

In addition, the playground will be CLOSED to all kids under 13 from 9 a.m. to 5 p.m. unless they have adult supervision. We will give our participants a chance each day to play on the playground while under the supervision of our staff. For afternoon participants, they will still be able to participate in open swim at the pool if they desire. We will be limiting registration for the drama program to 25 Westfield residents ENTERING grades 3-8 in the fall.

**REGISTERING**

We ask that every parent/guardian pick their top five time slots for their child’s swim lessons. We will do our best to get everyone their first choice slot. If that’s not available, we will go to the second choice and so on. In the rare event that none of the top five slots are available, we will call the parent/guardian and work with them to get them the best possible alternative slot. For the field program, we are asking that every parent/guardian pick their desired session (either morning or afternoon). We will do our best to get everyone’s first choice. Slots will be filled in the order that we receive the registration forms, so please try to turn in your registration forms ASAP. All people receiving this letter are getting a chance to sign up early before the general signup times.

There are three different ways that people can sign up their child for swim lessons and the field/drama program. Everyone receiving this mailing can sign up as early as 8:00 a.m. on MONDAY, JUNE 7TH. Those who are not on the mailing list can pick up registration forms at the village window in Eason Hall or from our website [www.westfieldny.com/recreation](http://www.westfieldny.com/recreation) starting MONDAY, JUNE 14TH. Registrations will not be accepted without full payment (except for non-residents on the waiting list). Non-Westfield residents will be put on a waiting list and will be called if spots open up. Below is a list of the ways that you can turn in your registration forms and/or sign up without forms:

1.) Drop them off at the village window at Eason Hall (23 Elm St. Westfield). They are open from 8-4:30 Monday-Friday.

2.) Mail them to us at 23 Elm St. Westfield, NY 14787. You can address them to the Westfield Recreation Department.

3.) Come to our registration nights on Tuesday & Thursday June 15th and 17th from 6-8 p.m. inside the field house at Welch Field. Once again though, we are encouraging everyone to SIGN UP AS SOON AS POSSIBLE since we have limited spots in the various programs.

This will also be the best time to come and ask any questions that you have about any of our programs including the drama, field, and swim programs. Other community groups such as the Patterson Library, YWCA, and the Golden Hawks will also have tables at our registration nights. Please note that **NO** registration forms will be accepted without full payment.

Fees for summer programs are as follows:

**Westfield Residents:** For youth programs, it is $45 for the first child, $35 for the second, and $25 for the third (max. of $105 per family). This fee includes the swim and field programs, as well as summer drama. For adult programs, it is $4 a session for lap swim and $4 a class for aquacize or season passes will be available at $100.Partial scholarships are available if needed.

**Non-Westfield Residents:** For youth programs, it is $60 for the first child, $50 for the second, and $40 for the third (max. of $150 per family). This fee includes the swim and field programs, as well as summer drama. For adult programs, it is $5 a session for lap swim and $5 a class for aquacise or season passes will be available at $125.

For more information or to ask questions, call the Westfield Recreation Dept. at 753-6842 (Andrew), visit our website at  <https://westfieldny.com/recreation/westfield-recreation>, or message us on Facebook [www.facebook.com/welchfield](https://www.facebook.com/welchfield).

We thank you all for your support and cooperation, and we look forward to a great summer!

Sincerely,

Andrew Webster

Recreation Director

Village of Westfield Recreation Department