Club FRIDAY

MONTGOMERY COUNTY Recreation

Potomac Community Recreation Center
11315 Falls Rd., Potomac, MD 20854
240-777-6960

Dear Club Friday Parents:

Welcome to another year of fun at Club Friday at the Potomac Community Center (PCC)! We are pleased that you and your child have decided to join us for our twenty first year of operation.

Please read over the following information carefully. Your cooperation is essential in ensuring the success of our program.

MEMBERSHIP CARD & FORMS. Now that your child is a PCC Club Friday member, you must return two mandatory documents before your child can attend the program. Please download the Health & Information form and the Club Friday rules form from the MCR website. Once PCC/Club Friday staff gets both forms and a self addressed stamped envelope, your child's Club Friday membership card will be mailed to the home address we have on file. These documents must be received by Friday, September 30, 2016 so we enough time to mail the Club Friday membership card to members before the first Club Friday – October 14, 2016. (Note: please be sure MCR has your current address You may need to update it when you register for Club Friday.)

PCC Club Friday staff will let you know if we haven't received your forms by the deadline. If this should be the case, you will need to bring the forms in person to the PCC during regular business hours and wait for the membership card.

MEMBERSHIP CARDS: Members must bring their cards every Friday. If they do not, they will be treated as a guest and will have to pay the $5.00 guest fee. We will be laminating cards for an extra 25 cents for the first few weeks. A replacement card costs $2.00.

NEW: Zipped wallets/ID holders may be purchased for $3.00.

DURATION/HOURS OF PROGRAM: October 14, 2016 through March 17, 2017. Program hours will run from **7:00pm - 9:00pm**, but doors will open at **6:30 pm** for your convenience. Club Friday will not meet on Nov 27, Dec. 23 & 30. Club Friday will also not meet on days when schools close early due to inclement weather.
The Recreation Department's inclement weather number is 240-777-6889.

VOLUNTEERS: This year we will select your volunteer date after you have registered for Club Friday. We need your help and commitment to support this successful program. Each parent is required to volunteer at least one time (or more) at a Club Friday event during the year. This is a requirement, not a request. Without parental commitment, we will not be able to continue to operate this program for your children.

Failure to fulfill the volunteer agreement may result in the refusal of a future membership We will select a volunteer date for you during the registration process. If for some reason you are unable to volunteer on your given evening, we will select another date. Please understand that without enough volunteers each evening we may be forced to cancel future weeks. Your volunteering is requested for the safety and enjoyment of the children that participate.

CONTENT OF PROGRAM: New this year will be more themed evenings and programs! Various sporting games will be played in the gym (basketball, gym hockey, soccer, etc.). Our lobby area provides for free play and tournaments in billiards, ping-pong, air hockey, etc. Special craft projects will be planned and carried out in the Arts & Crafts room. The community room features our large screen TV which will show prime-time television shows (i.e. Nickelodeon, Disney, Cartoon Network). A special theatre room will run a featured movie each week (passes cost $1.00) Our snack bar will sell pizza, hot dogs, chicken, snacks, sodas, ice cream and candy. Prices will range between $.50 cents up to $3.00. There will be a D.J. in the Social Hall for your child's entertainment. Other Special Events and activities will be posted at the Center or flyers will be sent home.

RULES & REGULATIONS: Please see the Club Friday Rules Document.
These rules are to be read and understood by both parents and members. Please explain to your child that if they do not abide by these rules, their membership will be revoked. Behavior problems will be dealt with accordingly. Parental contact will be made if necessary.

IT IS THE PARENT/GUARDIAN'S RESPONSIBILITY TO PICK-UP THEIR CHILD IMMEDIATELY WHEN REQUESTED TO DO SO BY RECREATION DEPARTMENT STAFF.

PICK-UP & DROP OFF PROCEDURES: These countywide procedures were designed to ensure the safety of all of our Club Friday participants.
Please see the Check In/Out Procedures Document.

GUESTS: Due to the high attendance numbers of last year, there will be a limit placed upon the number of guests allowed each night: Only one guest per member will be allowed. **OCTOBER 28 IS THE FIRST NIGHT THAT CLUB FRIDAY MEMBERS CAN BRING GUESTS.** You will receive Guest passes with your membership card to use on October 28 and additional dates. Any additional guest passes will be sold at the door; we will not be selling them in advance.

Remember, please do not drop off your child and guest until you are sure they have been admitted to the building. Please see the Check In/Out Procedures Document for information about how to check your guests in and out of Club Friday.
No Exceptions: we will call you to come back to PCC to sign in your child or carpool.

If you have any questions please feel free to leave a message for the community center director, Peter Selikowitz on the PCC Club Friday information line - **240-777-6957**.

We hope that you had a nice summer and look forward to seeing you in October!

Sincerely,

Peter Selikowitz, Director
Potomac Community Center

Sam Botsford and Carolyn Hayes, Co-Director
Potomac Community Center's Club Friday