

# Melrose Recreation Department PROGRAMS & EVENTS

FALL 2021

MAYOR PAUL BRODEUR



MELROSE RECREATION DEPARTMENT

562 MAIN STREET, MELROSE, MA 02176

PHONE: 781-979-4179

EMAIL: [RECREATION@CITYOFMELROSE.ORG](mailto:RECREATION@CITYOFMELROSE.ORG)

## FALL PROGRAMMING

*HAVING FUN, BEING SAFE, TOGETHER AS A COMMUNITY*

# M

**REGISTRATION NOW OPEN!**  
**SPACE IS LIMITED!!!**

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**[WWW.CITYOFMELROSE.ORG/RECREATION](http://WWW.CITYOFMELROSE.ORG/RECREATION)**

### **STATEMENT OF PRECAUTION**

Under the guidance of the Mayor of Melrose, the Board of Health, and the Melrose Park Commission, the City of Melrose prioritizes the importance of proper health and safety precautions involving all programming. We strictly follow all guidelines established by the State of Massachusetts in order to ensure the safety of our participants and their families. Our goal is for Melrose residents to have the opportunity engage in the activities they enjoy, while adhering to all necessary precautions.

# INTRODUCTION

## Director's Corner

We are very excited about all we have to offer this fall through the Melrose Recreation Department. We have programs, classes, events, and leagues for youth and adults of all ages. We have added a lot of new offerings that we hope you find interesting throughout our Brochure Book. Please take your time and mark your calendars so you don't miss out on the fun.

If you are looking to stay informed please sign-up for our weekly "Upcoming Programs & Events" email that we send out every Friday. This is a great way to be reminded of activities that are starting. You can sign-up for our newsletter by visiting the Recreation Department at [www.cityofmelrose.org/recreation](http://www.cityofmelrose.org/recreation).

Thank you for your continued support, and we look forward to seeing everyone this fall.

Sincerely,  
**Frank Olivieri, CPRE**  
**Recreation Director**

## Mission Statement

The Melrose Recreation Department strives to create high quality recreational programs and events that are affordable and safe for citizens of all ages and abilities. With dedicated leadership and pride, we offer resources and opportunities to strengthen our community while striving to increase the social, cultural, and physical well-being of its residents and visitors.

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## Melrose Recreation Dept.

562 Main Street, Melrose, MA 02176

Main Phone .....781-979-4179  
Email.....[recreation@cityofmelrose.org](mailto:recreation@cityofmelrose.org)

## Recreation Dept. Staff

Frank Olivieri.....Recreation Director  
Joe Blotner.....Recreation Coordinator  
Haley Gorman.....Recreation Assistant  
Julie Pino.....Recreation Assistant

## Park Commission

Bob Christiansen      John McLaughlin Jr.  
Bill Gardiner (Chair)   John Mercer  
Jim Lane

\*The Park Commission meets the second Monday of every month at Mount Hood Golf Course in the Carr Room at 7:00pm. Check city website for changes.

## Office Hours

Mon – Thu      9:00am – 2:00pm  
                         2:00pm – 8:00pm (By appointment)  
  
Fri                9:00am – 12:00pm  
                         12:00pm – 4:30pm (By appointment)

### Note:

On weekday afternoon / evenings the Recreation staff visits numerous locations to supervise programs, leagues and events. Please contact us if you would like to schedule an after-hours appointment so we can assist you.

# SCHOLARSHIP SPONSORS



**Buckalew's is proud to support  
the Melrose Recreation  
Department Scholarship Fund!**

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"Do you know what my favorite part of the game is?  
The opportunity to play the game."

— Mike Singletary



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# SCHOLARSHIP SPONSORS



**Fitzgerald**  
Physical Therapy Associates

**2 Washington Street, Suite 1  
Melrose, MA 02176**

**p: 781.321.7000  
f: 781.322.9678**

Here at Fitzgerald Physical Therapy Associates, our health care professionals are dedicated to providing evidence-based care to examine, diagnose and then prevent or treat conditions that limit the body's ability to move and function in daily life. Our clinics specialize in orthopedic physical therapy where disorders and injuries to the musculoskeletal system are diagnosed, treated and managed.

## At Fitzgerald Physical Therapy, our specialists...

- Believe the patient is never a number
- Take great pride in their personalized care and customized one-on-one treatments
- Meet in early morning and evening hours to accommodate our physical therapy patients' busy work and family schedules
- Warmly welcome new patients! Past patients frequently come back and also refer their friends and family
- We accept most major insurance plans and have a fee schedule for non covered or non-contracted services
- We have state-of-the-art equipment, private treatment rooms, and easy parking at both locations.

## Our Mission

- ✓ To provide the utmost in evidence-based, orthopedic physical therapy services to the Boston Metro North Region
- ✓ To ensure a caring, compassionate, healthcare experience for all ages, from pediatric to geriatric, where the patient ALWAYS comes first
- ✓ To acknowledge and respect the insight of each patient in regard to their health and encourage active involvement in their recovery process
- ✓ To enhance clinical skills through frequent and ongoing training and continuing education
- ✓ To offer an enriching clinical educational experience for our affiliates
- ✓ To engage the community in our mission through wellness events, complementary programming and outreach endeavors
- ✓ To ensure that each patient becomes a "patient for life"



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## STRENGTH & CONDITIONING


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## Raj Das



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# SCHOLARSHIP SPONSORS

*The Melrose Recreation Department is very proud of our scholarships that allows Melrose kids who cannot afford programs to participate for free. Our goal has always been to never turn away a child due to economic hardship.*

**Each sponsor below represents several scholarships that we will be able to grant this year!**

***Thank you to all of our generous sponsors for their continued support!!!***

Proud Supporters of the  
**Melrose  
Recreation  
Department  
Scholarship Fund  
Program**

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***Thank You  
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Proud Supporter of the  
Melrose Scholarship Fund!



# YOUTH SPORTS PROGRAMS



## Super Soccer Stars

### Wednesday Classes

**Dates:** Sept 8 – Oct 27  
(Rain Date Nov 3 & 10)

### Saturday Classes

**Dates:** Sept 11 – Oct 30  
(Rain Date Nov 6 & 13)

**Sessions:** 8 Classes  
**Cost:** \$170  
**Location:** Gooch Park  
**Class Size:** Max 14 Kids / Class

**Ages 2 - 3:** 9:00am – 9:40am (40 min)  
(Parent / guardian participation required)

**Age 3 – Young 4:** 9:55am – 10:40am (45 min)

**Age Older 4 - 5:** 10:55am – 11:45am (50 min)

At Super Soccer Stars, it is our goal to teach soccer skills in a fun, non-competitive, educational environment. Our philosophy is to use soccer to nurture, to build self-confidence, and to develop teamwork in every class. Our specially designed curricula use positive reinforcement and a low child-to-coach ratio to ensure that each child improves at his or her own rate while having endless fun. Parent participation is required in our 2-3 year old class. T-shirts are included! All children are required to bring a soccer ball, water, and mask.

### Run by:

Super Soccer Stars [www.supersoccerstars.com](http://www.supersoccerstars.com)

## STEAM & Stories at the Common

**Ages:** 2 - 5  
**Day:** Wednesdays  
**Dates:** Sept 15 – Oct 20  
(Rain Date: Oct 27)  
**Time:** 10:30am – 11:15am  
**Cost:** \$35  
**Location:** Common Park

Young children are natural born scientists, engineers, artists and mathematicians! Join staff from the **Family Resource Network** as we explore the world through Science, Technology, Engineering, Art and Math. This outdoor play and learn group is designed for parents or caregivers with children 2 - 5 years old. Children will explore STEAM through stories and fun hands-on activities, where they will create, invent, reason and problem solve.

Please be sure to register all additional siblings that may attend the class

Anyone attending is required to bring a mask with them to the class.

### In partnership with:

North Suburban Child & Family Resource Network  
<https://www.nsfamilynetwork.org/>

### Follow on Facebook at:

[www.facebook.com/pg/northsuburbanfamilynetwork](https://www.facebook.com/pg/northsuburbanfamilynetwork)





# MELROSE



## FIELD HOCKEY CLINIC

**Grades:** 3-5  
**Date:** Sunday, September 26  
Sunday, October 10  
**Time:** 3pm – 5pm  
**Location:** Fred Green Field



This clinic is open to all skill levels and intended to expose girls to the game of field hockey. No experience required to learn this great game! Girls will learn the basics of dribbling, elimination skills, push passes, hits, and shooting. We will end with a fun mini scrimmage.

\$20 program fee covers both Youth Field Hockey Clinic and Melrose Field Hockey Day

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## MELROSE FIELD HOCKEY DAY

Youth Field Hockey Scrimmages Followed By Alumni Game



**Sunday, October 10<sup>th</sup>**



The Melrose Field Hockey Day will give youth participants the chance to play in front of current and former MHS Field Hockey players! Following the conclusion of the youth clinic scrimmages, join us to watch the alumni take on the current MHS Varsity Team. The event features a scrimmage at halftime between our two MS Field Hockey Teams!

- Youth Field Hockey Clinic / Scrimmage  
3:00pm – 4:30pm
- Melrose Alumni Game  
4:30pm – 6:00pm
- \$20 program fee covers both  
Youth Field Hockey Clinic & Melrose Field Hockey Day





# YOUTH SPORTS PROGRAM



**MELROSE  
LACROSSE**



## **Melrose Athletics - Youth Lacrosse Clinic**

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**Ages:** 7 – 14, Boys & Girls  
**Dates:** Sept 19 – Oct 31  
(No Oct 10)  
(Rain Date: Nov 7)  
**Days:** Sundays  
**Cost:** \$80  
**Location:** Franklin Field

**Session I:** Ages 7 - 10  
9:00am – 9:55am

**Session II:** Ages 11 - 14  
10:00am – 10:55am

Come and see what it is like to be a Red Raider lacrosse player. We invite you to join Coach Galusi and Coach James and the current Red Raider girls and boys lacrosse players and participate in skills, drills and game play situations. Offensive and defensive concepts will be covered and there will even be some contests for prizes! Girls must bring their own stick, goggles, mouth guard and water. Boys must bring a stick, helmet, as well shoulder pads, elbow pads and gloves.

First time players are encouraged. If you are just trying for the first time please bring a helmet and a stick for boys and a stick and goggles for girls. We will have a sub separate group for kids who are just starting out.

### **Run by:**

Boys Varsity Coach Matt James  
Girls Varsity Coach Matt Galusi

## **Middle School Basketball Skills & Drills**

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**Grades:** Boys & Girls, Grades 6 – 8  
**Sessions:** 4 Total Sessions  
**Dates:** Sept 27 – Oct 25 (No Oct 11)  
**Days:** Mondays  
**Time:** 7:45pm – 9:00pm  
**Cost:** \$55  
**Location:** Middle School Gym

Each skills and drills session is **75 minutes**. This workout focuses on fundamentals of the game of basketball, including footwork, ball handling skills, shooting form, offensive attack, strength and conditioning. Workouts will vary from week to week, but the focus of improving the form and skill of each player is always the top priority. This workout is adjusted to fit all ages and skill levels. Players will work out on each court with our instructors for increments of time. They will get to work with our instructor throughout the evening and focus on specific skill work depending on the focus of the night.

**All participants are required to bring their own basketball to each session.** Please contact the Recreation Department if you need assistance with providing a basketball.

### **Instructor:**

Ted Cottrell & Staff



# MIDDLE SCHOOL AFTERSCHOOL

6<sup>th</sup> – 8<sup>TH</sup> GRADE

The **Melrose Recreation Department** is proud to be running the following After School Sports for all Middle School students during the upcoming school year. Please be sure to check the Melrose Recreation Departments main website for announcements and flyers on all activities

[www.cityofmelrose.org/recreation](http://www.cityofmelrose.org/recreation). If you would like more information on any programs or are interested in registering please contact us at [recreation@cityofmelrose.org](mailto:recreation@cityofmelrose.org).

## FALL

- Football
- Cheerleading
- Cross Country
- Field Hockey

## WINTER

- Basketball
- Ice Hockey
- Wrestling

## SPRING

- Outdoor Track
- Volleyball

**MELROSE**



**MIDDLE SCHOOL**

**ALL SPORTS & ACTIVITIES ARE  
LISTED ON THE NEXT FEW PAGES**

\*Middle School level sports are independently  
Run by the Melrose Recreation Department





# MIDDLE SCHOOL FALL SPORTS



## Middle School Cross Country

---

**Grades:** 5 – 8  
**Date:** Sept 13 – End of Oct  
(No Oct 11)  
**Time:** 3:00pm – 4:15pm  
**Cost:** \$95  
**Location:** Melrose Middle School  
(Near Fred Green Field)



### Description:

- Practices Monday, Wednesday, Friday directly afterschool
- 2 - 3 competitive meets will be scheduled
- Participants receive a XC shirts for meets

\*Middle School level sports are independently  
Run by the Melrose Recreation Department

## Middle School Field Hockey

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**Grades:** 6 – 8  
**Date:** Sept 10 – End of Oct  
(No Oct 11)  
**Time:** 3:00pm – 4:45pm  
**Cost:** \$115  
**Location:** Cabbage Patch Field

**Team Meeting:** Wed, Sept. 8  
3:00pm  
MS Cafeteria

### Description:

- Practices Monday, Wednesday, Friday directly afterschool
- 4 - 6 game schedule (games are against outside schools and intersquad games)
- Must provide your own goggles, sticks, shin guards, and mouth guards.
- Uniform is included



2020 MS Field Hockey Team



# MIDDLE SCHOOL WINTER SPORTS



## **Middle School Boys Basketball**

### **Boys 8:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Boys 7:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Boys 6:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Description:**

- Cost \$380 (Does not include basketball uniform or outside tournaments)
- League: Eastern Basketball League
- Two practices per week in the evening (2 total hours / week)
- Pre-registration is required to participate in tryouts (no cost to tryout)

## **Middle School Girls Basketball**

### **Girls 8:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Girls 7:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Girls 6:**

**Tryouts:** TBD (to be announced in Sept.)  
\*Preregistration is required for tryouts

### **Description:**

- Cost \$380 (Does not include basketball uniform or outside tournaments)
- League: River Valley League
- Two practices per week in the evening (2 total hours / week)
- Pre-registration is required to participate in tryouts (no cost to tryout)

## **Middle School Ice Hockey**

**Varsity Team:** Grades 7 – 8  
(Bantam Age Level Rules)

**Tryouts:** TBD  
\*Preregistration is required for tryouts

**JV Team:** Grades 6 – 7  
(Peewee Age Level Rules)

**Tryouts:** TBD  
\*Preregistration is required for tryouts

### **Description:**

- Cost \$350
- Practices: 3 - 4 hours of team practices will be held towards the beginning of the season.
- VMSHL game schedule including playoffs
- Participants cannot miss more than 4 games in a season
- Pre-registration is required to participate in tryouts (no cost to tryout)



\*Middle School level sports are independently  
Run by the Melrose Recreation Department



# TRAINING COURSES

## **Safety at Home**

**Ages:** 8 - 12  
**Date:** Sun, Sept 26  
**Time:** 1:00pm – 4:00pm  
**Cost:** \$55  
**Location:** Roosevelt Café

Safety at Home, is a designed to better prepare your children to be alone before and after school. This program is a stepping stone for younger kids, to prepare them for what is to come, and for older kids that are seeking a better understanding and that need reinforcement of what they are experiencing. This course will teach basic safety rules and help build self-confidence, sense of responsibility and decision-making abilities through a variety of fun interactive activities and discussions, including acting and worksheets. Knowing when your child is ready to stay home alone is a difficult decision; preparation can make the transition much easier for you and your child. Topics include but are not limited to:

This course discusses:

- Child safety
- Strategies to look after yourself for short periods of time
- Having an emergency contact list
- Arriving home safely
- How to prevent injuries or problems by creating a safe and positive environment
- Fire safety
- Key, Internet, and Telephone Safety
- How to handle real-life situations and emergencies
- Snacks & meals
- When & how to get help
- Being aware of your surroundings
- Things to do while you are home alone
- And more

It is recommended to bring a snack. Pamphlets and handouts will be provided.

## **Babysitter's Training**

**Ages:** 11 - 15  
**Date:** Sun, Oct 3  
**Time:** 1:00pm – 5:00pm  
**Cost:** \$65  
**Location:** Roosevelt Cafe  
**Instructor:** Debbie LaFlamme

Babysitters Training will better prepare young teens to be a more responsible, trustworthy babysitter for family and friends.

This course discusses

- Learn the basics for interviewing with parents
- Learn infant and toddler care (diapering and feeding techniques, creative reading, activities for young children, and appropriate snacks)
- Handle bedtime issues\
- Choose safe and age-appropriate toys & games
- Perform basic First Aid (choking, cuts, puncture wounds, bruises, eye injuries, nosebleeds, tooth injuries, burns, seizures, poisoning, bites)
- Learn tips for having a safe babysitting experience including setting up a "code" with your parents in case of an emergency.

**All participants receive a certificate for completing the course.**

It is recommended to bring a snack.

## **Babysitting – Debbie LaFlamme**

Debbie LaFlamme is a licensed day care provider in Woburn, MA. With her degree in Early Childhood Education, she has over 20 years of experience in caring for children of all ages in her home. About ten years ago, she created this babysitting class. In the past 5 years, it has grown tremendously and is now being offered to many local schools, church groups, and organizations.

# ADULT PROGRAMS

## **Men's Fall Pick-Up Soccer**

**Ages:** 25(+)  
**Days:** Sundays  
**Time:** 6:00pm – 7:30pm  
**Cost:** \$55  
**Location:** Fred Green Field  
**Session:** September 12 – November 21  
(No Oct 10)

### **8 Sunday Pick-up Nights (plus two rain dates)**

Every pick-up game is staffed with a referee and will be played under the lights on the turf at Fred Green Field. Games will be continuously running for the entire time period. Uniforms are not included in the registration fee (see below). Rain dates have been built into the schedule as extra days. If night(s) are cancelled due to weather or HS athletics they will not be made-up.

If you need a new reversible team jersey there is an additional \$15 fee at time of registration. Be sure to include your jersey size if you are purchasing a new jersey. All players are required to own a Recreation Dept. reversible jersey to participate. You can use your jersey for all future seasons.



## **Women's Fall Pick-Up Soccer**

**Ages:** 25(+)  
**Days:** Sundays  
**Time:** 7:30pm – 9:00pm  
**Cost:** \$55  
**Location:** Fred Green Field  
**Session:** September 12 – November 21  
(No Oct 10)

### **8 Sunday Pick-up Nights (plus two rain dates)**

We welcome all women to join our adult pickup soccer program. This program is about soccer, exercise, and having a fun time. Each game is staffed with a referee and will be played under the lights on the turf at Fred Green Field. No prior experience required. Rain dates have been built into the schedule as extra days. If night(s) are cancelled due to weather or HS athletics they will not be made-up.

If you need a new reversible team jersey there is an additional \$15 fee at time of registration. Be sure to include your jersey size if you are purchasing a new jersey. All players are required to own a Recreation Dept. reversible jersey to participate. You can use your jersey for all future seasons.



# ADULT PROGRAMS

## **Men's Over Thirty Fall Basketball League**

**Ages:** 30(+)  
**Days:** Sundays  
**Time:** 4:30pm – 8:30pm (one hour game)  
**Cost:** \$125  
**Location:** Roosevelt Gym

**Fall Session:** Sept 19 – Dec 12  
(No Games Oct 10, Oct 31, Nov 28)  
**Registration Deadline:** Sept 12

### **8 game regular season plus playoff**

Each game is staffed with two certified referees and a scorekeeper. Two 20 minute halves are played per game. Space is limited to the first 48 players before they are placed on the waiting list in hopes of opening up additional teams. The league fills up fast so please do not wait to register.

**If you need a new reversible team jersey there is an additional \$15 fee. When you register please be sure to include your jersey size (if you are purchasing a new jersey), your playing experience, your height, and DOB.**

## **Pickleball**

**Ages:** 25+  
**Days:** Tuesdays & Thursdays  
**Dates:** May 18 – Oct 21  
**Time:** 5:30pm – 7:30pm  
**Cost:** \$5 Drop-In  
**Location:** Foss Park  
(Potential location change)

### **Description:**

This is a fun and social league where skill levels may vary. Participants should enjoy friendly competition, maintain a lengthy rally, and are skilled at both the soft and hard game strategies. These players play at the NVZ, get 80% of their serves in and have played competitively in other locations. Due to limited court space prior experience is required. Paddles and balls will be provided. Games typically last between 10 – 15 minutes before rotation. Games are almost always played as doubles competition. Sneakers are required.

## **Women's Pick-Up Basketball**

**Ages:** 18(+)  
**Days:** Sundays  
**Time:** 7:00pm – 8:45pm  
**Location:** Marcoux Gym

**New Players:** \$35  
**Returning Players:** \$90

### **Free Trial Pickup Night:**

**Date:** Sept 12  
(Participants are required to pre-register online or to bring a printed Recreation registration form that night)

### **Fall Session:**

**Date:** Sept 19 – Dec 5 (9 Weeks)  
(No Oct 10, Oct 31, & Nov 28)

Two hours of fun, competitive pick-up basketball games for registered intermediate to advanced players. On-site coordinator will organize teams and games based on how many players show up each night. The number of participants will be capped at 20 to maximize playing time. Make-up nights from cancellations will be rescheduled for June.



Pickleball at Foss Park





CITY OF MELROSE

RECREATION DEPARTMENT

*Saturday, Sept 18<sup>th</sup>*  
*Sunday, Sept 19<sup>th</sup>*

Melrose City Hall  
Melrose, Massachusetts 02176  
Telephone – (781) 979-4179  
E-mail – [recreation@cityofmelrose.org](mailto:recreation@cityofmelrose.org)

## 10th Annual Melrose Tennis Open



### Available Draws:

- Men's Singles (A & B Flights)
- Women's Singles (A & B Flights)
- Men's Doubles (A & B Flights)
- Women's Doubles
- Mixed Doubles
- Junior Singles (**18 & Under**)

- Open to players of all levels!
- Free t-shirts for all registrants
- \$25 for singles
- \$40 for doubles (per team)
- Spots **are** limited!

### Rain Dates:

October 2 & 3

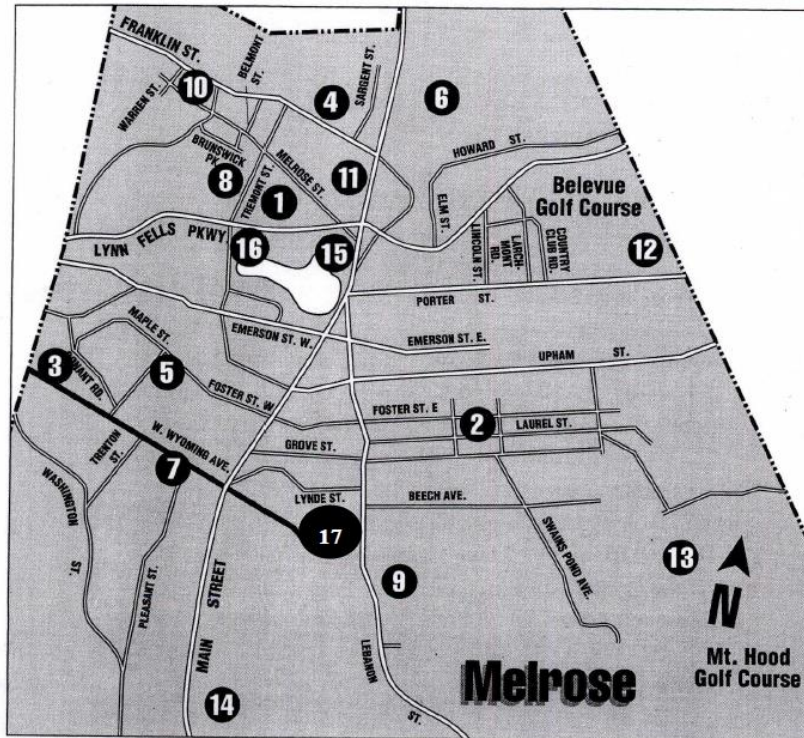
### Registration Information:

- Early Registration— Sept 2
  - Guaranteed t-shirt size
- Final Registration— Sept 9
  - Will receive Adult L t-shirt
- Participants can only register for **two total draws**
- Participants **cannot** play in both flights of one draw

To register, or for more information, please contact the Melrose Recreation Department by phone at 781-979-4179 or by email at [recreation@cityofmelrose.org](mailto:recreation@cityofmelrose.org). Additional information is also available on our website at [www.cityofmelrose.org](http://www.cityofmelrose.org).

**Online registration is available for tournament spots!**

# parks and fields



## Park Locations

### Park Name

1. High School Athletic Complex
2. Common Park
3. Conant Park
4. Dunton Park
5. Gooch Park
6. Hesseltine Park
7. Lincoln Park
8. Messenger's Park
9. Lebanon St. Park
10. Volunteer. Park
11. Franklin School Park
12. Drinkwater Park
13. Mt. Hood Golf Course & Park
14. Pine Banks Park
15. Ell Pond Park – East
16. Ell Pond Park – West
17. Foss Park

### Amenities

- Football, baseball, track  
 Tot lot, basketball, softball  
 Play area, ball fields  
 Tot lot, benches  
 Play area, basketball  
 Tot lot, ball field, basketball, tennis  
 Tot lot, tennis, basketball, ball field  
 Tot lot, fields, basketball  
 Play area, basketball, softball  
 Tot lot  
 Soccer field, tot lot  
 Tot lot  
 Golf, hiking, fishing, x-country skiing  
 Baseball, hiking, rugby, soccer  
 Tennis, soccer, Dog Park  
 Tennis, baseball  
 Basketball, pickleball, baseball, play area

### Location

- Lynn Fells Pkwy  
 Laurel & Foster St.  
 Conant Rd.  
 Franklin & Pratt St.  
 Florence, Maple, Vinton St.  
 Hesseltine Ave.  
 Rear Lincoln St.  
 Rear Roosevelt School  
 Lebanon St.  
 Warren & Melrose St.  
 Rear Franklin School  
 Porter & Ellis Farm  
 Stillman Rd.  
 Main St.  
 Lynn Fells Parkway  
 Tremont St.  
 Malvern St.

## Parks Department

Joan Bell      Superintendent of Mt. Hood G.C. & Public Open Space

781-979-4169

## Guide to Use & Maintenance of City Recreational Facilities

<http://www.cityofmelrose.org/departments/parks/Permits/RecFacilityUserGuide.pdf>

# GENERAL INFORMATION

## **Payment**

Payment must accompany all program registrations. Cash, checks, and credit card (online only) are all accepted. Checks should be made payable to "Melrose Recreation Department." Mastercard, and Visa are accepted for all online registrations. All printable registrations forms can be found on our website at [www.cityofmelrose.org/recreation](http://www.cityofmelrose.org/recreation). To register online visit our website (listed above) and click on the "Online Registration" link. If you have any difficulties please contact us at 781-979-4179.

## **Scholarships & Financial Aid**

Scholarships are provided for families who qualify for the Free or Reduced Lunch Program through the Melrose School System. Other financial assistance may be available to interested participants. For eligibility information, please contact the Melrose Recreation Department by phone or email.

## **Financial Aid**

Financial assistance may be available to interested participants. For eligibility information, please contact Melrose Recreation by phone or email.

## **Refunds**

Because our classes are supported solely by fees, no refunds will be given after a class or a session begins unless for a medical condition. If you cancel for other reasons, you must do so **before two weeks prior to the first class** for a refund (minus administrative fee). Request must be in writing with a short explanation. Refunds may take 4 – 6 weeks for processing. An administrative fee of \$10.00 will be retained per person per program for all withdrawals from programs. If you cancel after the start of a program, no credit or refunds will be given.

## **Participants Responsibility**

We ask that all participants respect the staff, other participants, program equipment, age requirements, and facilities when participating in programs offered by Melrose Recreation. If participants fail to cooperate with the rules, Melrose Recreation reserves the right to dismiss or suspend a participant in any program without a refund.

## **Attention Parents / Guardians**

All program participants are encouraged to bring water and snacks to programs, however, due to increased nut allergies, please do not bring or send items containing nuts for snacks and lunches.

## **Inclement Weather**

All weather announcements and updates will be made via email to registered participants. Please check your email regularly to find out the status of your programs and field conditions.

## **Cancellations**

Melrose Recreation reserves the right to cancel or postpone a program due to low enrollment. If a multi-session program must be cancelled due to inclement weather or other unforeseen circumstances, refunds or program credits will not be given, however we will do our best to reschedule.

## **Course Confirmation**

A participant is registered ONLY when payment is received. If at any time, there are questions regarding your enrollment status please contact Melrose Recreation either by phone or email.

## **Special Needs**

Participants with special needs are encouraged to attend all of our programs. Staff members are sensitive to their needs and will do everything possible to assist. If you are unsure about program registration, call regarding specifics.

## **Volunteer Opportunities**

Melrose Recreation greatly depends on volunteers to support all of our programs and special events. If you are interested in volunteering, there are a variety of programs and activities looking for a caring heart, a specific skill, and a helping hand! Contact us for openings. Thank you to all who have already given their time and energy!!!

## **Scholarship Funding**

In order to continue offering quality programs at affordable costs, when registering, please consider donating to our scholarship fund. Melrose Recreation's goal is never to turn away an interested participant due to economic hardship. With your help, we will be able to continue this practice. Thank you.