



PARKS, RECREATION & WATERFRONT

Rec. Division • Shorebird Park Nature Center • 160 University Avenue, Berkeley, CA 94710 (510) 981-6720 • Fax (510) 981-6725 • TDD (510) 981-6903 • adventureplayground@ci.berkeley.ca.us

Group Instructions

(For groups that have confirmed reservations)

GO OVER THIS WITH YOUR STAFF/ADULTS & KIDS BEFORE YOU BRING THEM TO THE MARINA. STAFF MUST READ & UNDERSTAND OUR RULES & SUPERVISE YOUR GROUP WHEN THEY ARE IN THE PLAYGROUND.

1. **WHAT TO WEAR-** Everyone should wear OLD clothes that can get dirty, wet and painted on. No sandals, flip flops, or crocs - only ankle supporting, closed toed shoes (to avoid twisted ankles, nails and splinters). **Our Playground paint is water-based tempera (school paint), and it may not come out of clothing, even with pre-treating.**
2. **ARRIVAL- Do not take your group directly into the Playground.**
 - 1st. **Inform our staff that your group has arrived.**
 2. Show the group the bathrooms before you come back for the safety talk. Establish **your** rules about how you want them to leave if they have to use the restroom during their stay, Do you want them to go with an adult ? or by themselves?
 3. Bring the group back to sit on the hill and let staff know you are ready.
3. **ORIENTATION-** Our staff will give your group a safety orientation **outside the entrance gate** on the hill or at the tables. We will tour them through the playground and on the way the children will then put their bags and jackets on the shelves.(no eating inside) We will demonstrate the safest way to use the rope swing and the trolley. At this point, staff/ parents should choose their jobs **BELOW**.
4. **HELP NEEDED-** Please divide your staff/ adults to cover the areas where your children might need help.
These areas are:
 - a. Help at the tool shed- pass out the hammers, saws +clamp, paint +brushes .
 - b. Assisting children at the small wood table with saws+ clamps.
 - c. Monitoring the number of children on the ladder and top of the trolley, but most important- shoveling the landing pad at the bottom. Do not help kids onto the seat. If they cannot do it themselves, they are not ready.
 - d. Overseeing kids as they build - safety and time management.
 - e. **Everyone** helps with clean-up before the group leaves.



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Please read this to your whole group.

1. **Danger?** Report any unsafe areas where there is broken wood or nails sticking out (Mr. Dangerous). Tell a staff person or help by pulling any nails you see. Do not leave any naily wood or trip hazards on the ground; put it in the red zones by the fence or in the dumpster in the back.
2. **Time management** is important. If children in your group want to build, be realistic about the project they choose, can they get it done before you leave? If not, is there time to dismantle it and put it away before you go? Forts need to be sturdy, if it is not, it could be dangerous to other children. Ask our staff for ideas about how to make it stronger. And let them know your timing.
3. **Thirty minutes before you go**, check the progress of your group's projects. Can it be completed in the time you have left or does it need to be dismantled, de nailed and re racked? Please clean your area before you go.
4. **Ten minutes before your group** leaves the Playground, everyone must return the tools to the shed. This includes nails, paintbrushes, paint buckets, and aprons. **At the end of your reserved time, your party must not return for the rest of the day.**
5. **Accidents!** If there is an accident in the Playground, please tell Playground staff as soon as possible. We can offer cold pack, band aids and we are first aide certified. In addition, it is important that our staff complete accident information before you leave the Playground, so if we can we can keep it from happening again.
6. **Wildlife.** We have an overpopulation of ground squirrels in and around the Playground. **Please do not feed the squirrels.** Also, do not chase them, throw things at them, or put things in their holes. All animals in the park and intertidal area should be protected. No collecting or disturbing their habitat. You are guests in their home.

We appreciate your cooperation with these rules and feel confident that they will provide a better and safer experience for all. Thank-you for your help.

Sincerely,

Patty Donald
Coordinator

5/3/16



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