

# Activity Guide



Classes & Camps  
Fall 2020

[www.jcprc.org](http://www.jcprc.org)

*...a perfect place to grow.*





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## Scholarships are available!

If you would like a scholarship application or if you are interested in contributing to our Scholarship program, please contact Brenda Whittington: 304-728-3207 or email [bwhittington@jcprc.org](mailto:bwhittington@jcprc.org).

## Our Staff

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Hello everyone!

As we continue to muddle our way through the COVID-19 pandemic, we continue to develop new ways to join our community together for recreational fun.

This fall, you will notice a combination of virtual and in-person classes. Some things you should notice:

- In-person classes are accepting registrations at a 40% capacity.
- Any person who wishes to enter the Jefferson County Community Center will require a health screening, including a no-touch temperature screening.
- Facemasks are required for entry into the Community Center.
- Non-participants are discouraged from waiting for the participant inside the Community Center lobby, although we know in some cases it will be necessary.
- Programs and activities are created in conjunction with guidelines provided by the Jefferson County Health Department and WV DHHR. If COVID-19 concerns arise and classes must be canceled, pro-rated class fees will be refunded.
- If you have personal health concerns, please stay home for the safety of all participants.
- Hand sanitizer is provided in numerous locations around the Community Center. Please wash hands and sanitize to the greatest extent.
- During this time, buildings are cleaned and sanitized more frequently; however if you have concerns about any touchpoints, please notify our staff.

We ask for your patience as we continue to navigate the changing needs and requirements necessary for the health, well-being and safety of our community. Thank you for supporting your Jefferson County Parks and Recreation.  
...a perfect place to grow.



# Jefferson County Parks and Recreation

## Dance for Kids

### Hip Hop

Hip hop, a fast and upbeat form of urban dance elements will be incorporated into this class. Students should wear comfortable clothing and jazz shoes or sneakers for class. No class on 10/11, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 7-15 Weeks/Session 5

Instructor Cara Rakes

Jefferson County Community Center

Resident: \$53.00 Non-resident: \$58.00

Activity #6876 Sun Sep 13-Oct 18 1:40-2:40 PM

Jefferson County Community Center

Resident: \$63.00 Non-resident: \$68.00

Activity #6877 Sun Nov 1-Dec 13 1:40-2:40 PM

### Pre-Ballet

Join us to learn the fundamental steps of ballet. This class is open to all Genders. Please wear comfortable clothes or a leotard and ballet shoes. Hair should be pinned in bun or out of face. No class on 10/11, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 5-7 Weeks/Session 5

Instructor Cara Rakes

Jefferson County Community Center

Resident: \$53.00 Non-resident: \$58.00

Activity #6878 Sun Sep 13-Oct 18 2:50-3:50 PM

Ages 5-7 Weeks/Session 6

Instructor Cara Rakes

Jefferson County Community Center

Resident: \$63.00 Non-resident: \$68.00

Activity #6879 Sun Nov 1-Dec 13 2:50-3:50 PM

### Dance Express

This class is a great way for beginner dancers to try many types of dance. Each class will begin with a quick warm-up stretch. Classes will be dedicated to introducing a different style of dance. Some of the styles included but not limited to are...ballet, jazz, hip hop and lyrical. On the last week of class, see what the children have learn with a small performance. No class on 10/11, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Instructor Cara Rakes

Jefferson County Community Center

Resident: \$63.00 Non-resident: \$68.00

Activity #6875 Sun Nov 1-Dec 13 12:30 PM-1:30 PM

# Jefferson County Parks and Recreation

## Dance for Kids

### THE NEW HOPEWELL CENTER FOR THE ARTS

#### Creative Movement

Come explore the world of rhythm and entertainment. In this fun-filled class, children will use rhythm sticks, hula hoops, learn basics of ballet, tap and singing. Come have fun and explore the art of entertainment. No Class 11/24, 11/26. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 3-5 Weeks/Session 5

Instructor New Hopewell Center For The Arts  
Jefferson County Community Center

Resident: \$64.00 Non-resident: \$69.00

Activity #6888 Thu Nov 5-Dec 10 12:30-1:15 PM

Ages 3-5 Weeks/Session 6

Instructor New Hopewell Center For The Arts  
Jefferson County Community Center

Resident: \$76.00 Non-resident: \$81.00

Activity #6885 Tue Sep 15-Oct 20 12:30-1:15 PM

Activity #6886 Tue Nov 3-Dec 15 12:30-1:15 PM

Activity #6887 Thu Sep 17-Oct 22 12:30-1:15 PM

#### Ballet/Tap/Jazz Ages 6-8

Have fun learning the fundamental steps of ballet, exploring the basic steps of tap and some fast and upbeat moves for Jazz! Please wear/bring ballet shoes, tap shoes and jazz shoes or sneakers. No Class 11/24. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance

Ages 6-8 Weeks/Session 6

Instructor New Hopewell Center For The Arts  
Jefferson County Community Center

Resident: \$136.00 Non-resident: \$141.00

Activity #6880 Tue Sep 15-Oct 20 6:00-7:30 PM

Activity #6881 Tue Nov 3-Dec 15 6:00-7:30 PM

#### Ballet/Tap/Jazz Ages 9-12

Have fun learning the fundamental steps of ballet, exploring the basic steps of tap and some fast and upbeat moves for Jazz! Please wear/bring ballet shoes, tap shoes and jazz shoes or sneakers. No class 11/26. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 9-12 Weeks/Session 5

Instructor New Hopewell Center For The Arts  
Jefferson County Community Center

Resident: \$114.00 Non-resident: \$119.00

Activity #6884 Thu Nov 5-Dec 10 6:00-7:30 PM

Ages 9-12 Weeks/Session 6

Instructor New Hopewell Center For The Arts  
Jefferson County Community Center

Resident: \$136.00 Non-resident: \$141.00

Activity #6883 Thu Sep 17-Oct 22 6:00-7:30 PM

# Jefferson County Parks and Recreation

## Gymnastics

### Caterpillars

Come crawl, climb and balance to improve your motor skills and coordination on our gymnastics equipment! This is an introductory class for toddlers 1-3 with their adult. We will use beams, bars and fun props to develop the fundamental physical and social skills needed for independent gymnastics classes. Parent/caregiver is expected to actively participate! No class on 10/12, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 1-3 Weeks/Session 6

Jefferson County Community Center

Resident: \$55.00 Non-resident: \$60.00

Activity #6825	Sun	Sep 13-Oct 18	1:15-1:45 PM
Activity #6826	Sun	Nov 1-Dec 13	1:15-1:45 PM
Activity #6827	Mon	Sep 14-Oct 26	4:15-4:45 PM
Activity #6828	Mon	Nov 9-Dec 14	4:15-4:45 PM

### Frogs

This engaging program is designed to foster a lifestyle of movement and teach your child basic early gymnastics skills. Through play, we will use the beam, bars and springboard to strengthen coordination and balance while learning basic skills such as forward and backward rolls, bridges and more! Parents are welcome to observe during the last class. No class on 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 3-4 Weeks/Session 6

Jefferson County Community Center

Resident: \$66.00 Non-resident: \$71.00

Activity #6829	Sun	Sep 13-Oct 18	2:00-2:45 PM
Activity #6830	Sun	Nov 1-Dec 13	2:00-2:45 PM

### Wildcats

This preschool program will use age appropriate methods to teach basic gymnastics skills using the beam, bars and springboard. Students will learn forward and backward rolls, bridges, handstands and cartwheels and other fundamentals of beginner gymnastics! Parents are welcome to observe during the last class. No class on 10/12, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 4-6 Weeks/Session 6

Jefferson County Community Center

Resident: \$66.00 Non-resident: \$71.00

Activity #6831	Sun	Sep 13-Oct 18	3:00-3:45 PM
Activity #6832	Sun	Nov 1-Dec 13	3:00-3:45 PM
Activity #6833	Mon	Sep 14-Oct 26	5:00-5:45 PM
Activity #6834	Mon	Nov 9-Dec 14	5:00-5:45 PM

### Gymnastics 1

Students will learn fundamentals of gymnastics. Our fun filled weekly lesson plans will keep the students interested and excited about learning the basics of gymnastics. Gymnasts will work on skills using the beam, bars and springboard. Gymnasts will learn forward and backward rolls, bridges, handstands and cartwheels. Parents are welcome to observe during the last class. No class on 10/12, 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 6-10 Weeks/Session 6

Jefferson County Community Center

Resident: \$66.00 Non-resident: \$71.00

Activity #6835	Sun	Sep 13-Oct 18	4:00-4:45 PM
Activity #6836	Sun	Nov 1-Dec 13	4:00-4:45 PM
Activity #6837	Mon	Sep 14-Oct 26	6:00-6:45 PM
Activity #6838	Mon	Nov 9-Dec 14	6:00-6:45 PM

# Jefferson County Parks and Recreation

## Martial Arts

### Karate

Martial Arts classes will cover basic Karate skills, balance, coordination, self-control, respect and most importantly, provide FUN! Students are taught by Black Belt, Chelsy Erickson, who has been teaching Karate for many years. Learn new skills, make new friends and have hours of fun in a safe, controlled environment. This camp is a great way for a beginner to build basic martial arts skills or for the experienced martial artist to improve skills. Classes may include agility exercises and drills to build strength and endurance. Gain life-skills, problem solving, conflict resolution, respect, discipline and confidence.

Ages 3-5      Weeks/Session 6			Ages 5-7      Weeks/Session 6		
Jefferson County Community Center			Jefferson County Community Center		
Resident: \$52.00		Non-resident: \$57.00	Resident: \$68.00		Non-resident: \$73.00
Activity #6891	Sun Sep 13-Oct 18	4:30-5:00 PM	Activity #6893	Sun Sep 13-Oct 18	5:15-6:15 PM
Activity #6892	Sun Nov 1-Dec 13	4:30-5:00 PM	Activity #6894	Sun Nov 1-Dec 13	5:15-6:15 PM

Ages 8-17      Weeks/Session 6		
Jefferson County Community Center		
Resident: \$68.00		Non-resident: \$73.00
Activity #6895	Sun Sep 13-Oct 18	6:30-7:30 PM
Activity #6896	Sun Nov 1-Dec 13	6:30-7:30 PM

\*Please understand this program is being modified to allow for proper physical distancing. There is no belt testing available at this time. The classes will cover basic Karate skills, balance, coordination, self-control, respect and, most importantly, the children will have fun! Wear loose fitting clothing. No class 11/29. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

**LET'S  
PLAY!**

**MOBILE RECREATION**

Let's Play Mobile Recreation Activities are  
FREE for participants.  
Watch for the "Let's Play" van near you!





# Jefferson County Parks and Recreation

## Music Lessons

### Intermediate Guitar 1

This course is designed for children and teens who have little or no knowledge of playing the guitar. They should have a playable electric or acoustic guitar. (Please note: acoustic preferred, not a toy guitar.), a digital guitar tuner, and a notebook with pencils, internet and a device (computer or tablet would best) that is compatible with Zoom. Students should have a strong desire to learn to play the guitar while having fun! Students will advance as fast as their progress will allow. This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Please contact instructor Rick Cooper with any questions about the type of guitar needed or in which class enrollment is appropriate: guitaracademy5@gmail.com. **No class 11/24.**

Must Register by 2 business days prior to the course date.

Ages 8-14 Weeks/Session 6

Instructor Rick Cooper Virtual via Zoom

Resident: \$91.00 Non-resident: \$96.00

**Activity #6842 Tue Sep 15-Oct 20 6:00-7:00 PM**

**Activity #6843 Tue Nov 3-Dec 15 6:00-7:00 PM**

### Advanced Guitar 2

This course is designed for children and teens who have fundamental experience in playing guitar or have completed Course 1. They should have a playable electric or acoustic guitar. (Please note: acoustic preferred, not a toy guitar.), a digital guitar tuner, and a notebook with pencils, internet and a device (computer or tablet would best) that is compatible with Zoom. Students should already possess a strong desire in learning to play excellent guitar.

Students will advance as fast as their progress will allow, so let's rock on and have fun! This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Please contact instructor Rick Cooper with any questions about the type of guitar needed or in which class enrollment is appropriate: guitaracademy5@gmail.com. **No class 11/24.** Must Register by 2 business days prior to the course date.

Ages 8-14 Weeks/Session 6

Instructor Rick Cooper Virtual via Zoom

Resident: \$91.00 Non-resident: \$96.00

**Activity #6844 Tue Sep 15-Oct 20 7:15-8:15 PM**

**Activity #6845 Tue Nov 3-Dec 15 7:15-8:15 PM**

### Intermediate Guitar 1A

This course is designed for teens and adults who have little or no knowledge of playing the guitar. They should have a playable electric or acoustic guitar. (Please note: acoustic preferred, not a toy guitar.), a digital guitar tuner, and a notebook with pencils, internet and a device (computer or tablet would best) that is compatible with Zoom. Students should have a strong desire to learn to play the guitar while enjoying the wonders of making music. Students will advance as fast as their progress will allow, so join us and let's rock! This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Please contact instructor Rick Cooper with any questions about the type of guitar needed or in which class enrollment is appropriate: guitaracademy5@gmail.com. Must Register by 2 business days prior to the course date. **No class 11/28.**

Ages 15+ Weeks/Session 6

Instructor Rick Cooper Virtual via Zoom

Resident: \$91.00 Non-resident: \$96.00

**Activity #6867 Thu Sep 17-Oct 22 6:00 -7:00 PM**

Ages 15+ Weeks/Session 5

Instructor Rick Cooper Virtual via Zoom

Resident: \$76.00 Non-resident: \$81.00

**Activity #6868 Thu Nov 5-Dec 10 6:00-7:00 PM**

### Advanced Guitar 2A

This course is designed for teens and adults who have fundamental experience in playing guitar or have completed Course 1A. They should have a playable electric or acoustic guitar. (Please note: acoustic preferred, not a toy guitar.), a digital guitar tuner, and a notebook with pencils, internet and a device (computer or tablet would best) that is compatible with Zoom. Students should already possess a strong desire in learning to play excellent guitar.

Students will advance as fast as their progress will allow, so let's rock the house one more time! This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Please contact instructor Rick Cooper with any questions about the type of guitar needed or in which class enrollment is appropriate: guitaracademy5@gmail.com. Must Register by 2 business days prior to the course date. **No Class 11/26.**

Ages 15+ Weeks/Session 5

Instructor Rick Cooper Virtual via Zoom

Resident: \$76.00 Non-resident: \$81.00

**Activity #6870 Thu Nov 5-Dec 10 7:15-8:15 PM**

Ages 15+ Weeks/Session 6

Instructor Rick Cooper Virtual via Zoom

Resident: \$91.00 Non-resident: \$96.00

**Activity #6869 Thu Sep 17-Oct 22 7:15-8:15 PM**

# Jefferson County Parks and Recreation

## Kid's Sports

### Little Kickers Soccer Skills

This is the perfect opportunity for your child to try out soccer or improve their skill set. Children will learn new skills and improve on skills they already know. Through small-sided games and scrimmages your child will learn how to dribble, pass, shoot and learn positional skills and techniques. Class will be held outside when weather permits. No class 10/12. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 3-5 Weeks/Session 6

Sam Michaels Park

Resident: \$54.00 Non-resident: \$59.00

**Activity #6846 Mon Sep 14-Oct 26 5:00-5:45 PM**

**Activity #6847 Mon Nov 9-Dec 14 5:00-5:45 PM**

### Big Kickers Soccer Skills

This is the perfect opportunity for your child to try out soccer or improve their skill set. Children will learn new skills and improve on skills they already know. Through small-sided games and scrimmages your child will learn how to dribble, pass, shoot and learn positional skills and techniques. Class will be held outside when weather permits. No class 10/12. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 6-9 Weeks/Session 6

Sam Michaels Park

Resident: \$54.00 Non-resident: \$59.00

**Activity #6848 Mon Sep 14-Oct 26 6:00-6:45 PM**

**Activity #6849 Mon Nov 9-Dec 14 6:00-6:45 PM**

### Floor Hockey

This program is intended to teach your child to enjoy being physically active while having fun and learning the importance of working together in a team-sport atmosphere. Children will learn fundamental hockey skills, emphasizing on stick and puck control, offense/defense techniques and the rules of the game of hockey. Each child will also have an opportunity to learn the goalie position while wearing full goalie pads. We will have hockey sticks, but if your child already has a hockey stick, they are welcome to bring their own. No class 11/11, 11/25. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 8-12 Weeks/Session 10

Instructor Eric Sanders

Jefferson County Community Center

Resident: \$66.00 Non-resident: \$71.00

**Activity #6850 Wed Sep 16-Dec 2 5:45-7:15 PM**

### Beginner Volleyball Clinic

Enjoy this fun volleyball clinic. This clinic will cover a variety of skills, drills and games. The focus will be on introducing and fine tuning the skills of beginner players. No Class 11/24. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 8-12 Weeks/Session 6

Jefferson County Community Center

Resident: \$46.00 Non-resident: \$51.00

**Activity #6913 Tue Sep 15-Oct 20 5:00-5:45 PM**

Ages 8-12 Weeks/Session 5

Jefferson County Community Center

Resident: \$39.00 Non-resident: \$44.00

**Activity #6914 Tue Nov 10-Dec 15 5:00-5:45 PM**

### Intermediate Volleyball Clinic

Enjoy this fun volleyball prep clinic. This clinic will cover a variety of skills, drills and games. The focus will be on fine tuning the skills of intermediate players and preparing them for advanced level play. Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 8-12 Weeks/Session 6

Jefferson County Community Center

Resident: \$46.00 Non-resident: \$51.00

**Activity #6915 Tue Sep 15-Oct 20 6:00-6:45 PM**

Ages 8-12 Weeks/Session 5

Jefferson County Community Center

Resident: \$39.00 Non-resident: \$44.00

**Activity #6916 Tue Nov 10-Dec 15 6:00-6:45 PM**



# Jefferson County Parks and Recreation

## Kid's Sports

### Little All Stars

Bring your little one to this fun and entertaining class where they will learn basic skills of several sports. Learn and practice kicking, throwing, dribbling, shooting and reinforce those skills with fun small sided games like red light green light and sharks and minnows. Weather permitting, class may be held outside. Please send your child with a water bottle. **No Class 11/24. Once your child has been checked in, please exit the building. Parents and Guardians are welcome to wait in their vehicle or enjoy an outdoor activity, such as walking the trails.**

Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 3-6 Weeks/Session 6  
Sam Michaels Park  
Instructor Heidi Citro

Resident: \$43.00 Non-resident: \$48.00

Activity #6911 Wed Sep 16-Oct 21 11:00-11:45 AM

Ages 3-6 Weeks/Session 4  
Sam Michaels Park  
Instructor Heidi Citro

Resident: \$29.00 Non-resident: \$34.00

Activity #6912 Wed Nov 11-Nov 25 11:00-11:45 AM

### Hot Shots Basketball Clinic

This small-group class will teach and practice basic skills such as shooting, passing, dribbling, defense, small-sided games, drills, scrimmages, and more! **Once your child has been checked in, please exit the building. Parents and guardians are welcome to wait in their vehicle or enjoy an outdoor activity, such as walking the trails.**

Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 8-12 Weeks/Session 4  
Sam Michaels Park  
Instructor Robert Carter

Resident: \$36.00 Non-resident: \$41.00

Activity #6917 Thu Sep 17-Oct 8 3:00-4:00 PM

Activity #6918 Thu Oct 22-Nov 12 3:00-4:00 PM

## Kid's Outdoor Activities

### Little Explorers

Enjoy a fun program filled with nature hikes, exploring the park grounds at Sam Michaels and catching nature at its finest. This program will include stories, games, crafts and other nature and ecology-based activities. Children will be outside for the majority of the program. Please send your child with a water bottle. This program will meet at the Veteran's Pavilion near the Community Center. **No class 10/12. Once your child has been checked in, please exit the building. Parents and guardians are welcome to wait in their vehicle or enjoy an outdoor activity, such as walking the trails.**

Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 3-6 Weeks/Session 6  
Sam Michaels Park  
Instructor Heidi Citro

Resident: \$43.00 Non-resident: \$48.00

Activity #6910 Mon Sep 14-Oct 26 11:00-11:45 AM

# Jefferson County Parks and Recreation

## Virtual Fitness for All Ages

### Virtual Work-Week Wind Down

Stretch, relax and de-stress! This class will focus on empowering you to release tension and stress from your body and mind. TGIF!

Participants must have access to internet and a device (computer or tablet would best) that is compatible with Zoom. This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Must Register by 2 business days prior to the course date. No Class 11/27.

Ages 15+ Weeks/Session 6 Virtual

Resident: \$78.00 Non-resident: \$83.00

**Activity #6904 Fri Sep 18-Oct 23 6:30-7:30 PM**

Ages 15+ Weeks/Session 5 Virtual

Resident: \$65.00 Non-resident: \$70.00

**Activity #6905 Fri Nov 6-Dec 11 6:30-7:30 PM**

**VIRTUAL**

### Virtual P.E. w/ Ms. Heidi

Foster a lifetime of fitness and health. Fully live and interactive on Zoom, your child will be guided through various exercises, games and activities to keep them moving, learning, and socializing from the safety and convenience of your home. Participants must have access to internet and a device (computer or tablet would best) that is compatible with Zoom. This class is offered virtually via Zoom. We will email you the password and link prior to the first day of class. Must register no later than two business days prior to the course date. No class 11/24, 11/26.

Ages 6-10 yrs Weeks/Session 6

Virtual Instructor - Heidi Citro

Resident: \$58.00 Non-resident: \$63.00

**Activity #6906 Tue, Sep 15-Oct. 20 3:00-3:45 PM**

Ages 6-10 yrs Weeks/Session 5

Resident: \$48.00 Non-resident: \$53.00

**Activity #6907 Tue, Nov 10-Dec. 15 3:00-3:45 PM**

Ages 11-14 yrs Weeks/Session 6

Resident: \$58.00 Non-resident: \$63.00

**Activity #6908 Thu, Nov 5-Dec10 3:00-3:45 PM**

Ages 11-14 yrs Weeks/Session 5

Resident: \$48.00 Non-resident: \$53.00

**Activity #6909 Thu, Nov 5-Dec10 3:00-3:45 PM**

**VIRTUAL**

## Community Enrichment

### Community Enrichment Activity Pods

Children enrolled in virtual school are invited to join our Community Enrichment Activity Pods. Children may bring their device and we will provide them with some time to use our Wi-Fi for virtual learning. Each day we will include enrichment activities such as sports (anything from basketball to mini golf, to SAFE Archery and more!), nature walks, crafts or STEM experiences. Sign up for one day a week or both days! Pods will be kept small, and while the weather is nice, we will spend much of the time outside. **Please pack a lunch, reusable water bottle and face covering each day. Please note that our instructors will not be providing academic instruction for virtual learning but will be available and supervising their independent virtual learning. No class 11/3.** Covid-19 Response: Equipment will be sanitized after each class. Children should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 6-12 Weeks/Session 4

Jefferson County Community Center

Resident: \$70.00 Non-resident: \$75.00

**Activity #6919 Tue Sep 15-Oct 6 10:00 AM-2:00 PM**

**Activity #6921 Thu Sep 17-Oct 8 10:00 AM-2:00 PM**

**Activity #6920 Tue Sep 15-Oct 6 10:00 AM-2:00 PM**

Ages 6-12 Weeks/Session 5

Jefferson County Community Center

Resident: \$88.00 Non-resident: \$93.00

**Activity #6922 Thu Oct 15-Nov 12**

**10:00 AM-2:00 PM**

# Jefferson County Parks and Recreation

## Teen & Adult Activities

### Beginner / Intermediate Knitting

*Beginners-* Learn the basic knit and purl stitches, how to cast on and bind off, and how to understand basic patterns. A supply fee of \$14 is to be paid to the instructor at the first class to cover the cost of yarn (both cotton and acrylic), a tote bag, knitting needles and a variety of patterns. *Intermediates-* Refresh your skills, receive assistance with patterns, stitches or techniques. Feel free to bring a project from home. If you would like to contact the instructor prior to class to discuss your needs, please call 304-725-3172 (before 7 p.m. please). \*Students under the age of 14 are welcome to take this class, but must be accompanied by an adult. **No class 10/12.** Covid-19 Response: Equipment will be sanitized after each class. Facemasks are required in the Community Center. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 14+ Weeks/Session 4

Instructor Judy Slusher

Jefferson County Community Center

Resident: \$33.00 Non-resident: \$38.00

**Activity #6857 Mon Sep 28-Oct 26 9:30-11:30 AM**

### Complete Your Own Knit/Crochet

This class is designed for students who know the basic knit or crochet stitches and would like to learn new techniques, need help in understanding a pattern or completing a project. Instructor will provide individualized attention while you refresh skills or learn new ones. There may be a limited number of slots available to learn either Knitting or Crochet in this afternoon class. Please contact the instructor prior to registering for more information. Assorted patterns will be available. Please bring a project to work on or call 304-725-3172 (before 7 p.m. please) prior to class with any project ideas or questions. **No class 10/12.** Covid-19 Response: Equipment will be sanitized after each class. Facemasks are required in the Community Center. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 14+ Weeks/Session 4

Instructor Judy Slusher

Jefferson County Community Center

Resident: \$33.00 Non-resident: \$38.00

**Activity #6858 Mon Sep 28-Oct 26 12:00-2:00 PM**

### Knit or Crochet for Charity

FREE, HOWEVER, PRE-REGISTRATION IS REQUIRED. If you knit, crochet or do any other needlecrafts and would like to use your time and talents to donate handmade items to local charities, this group will give you the opportunity to enjoy an afternoon of needlework while doing just that. Please bring your own knitting needles/crochet hooks/yarn/supplies to class. The only cost to you is your time, talents and whatever yarn you can provide. There will be a variety of knit and crochet patterns and project ideas available. There may also be some donated yarn available at class. If you would like to speak with the facilitator prior to class please call 304-725-3172 (before 7 p.m. please). Please note: Some guidance will be provided but this class is not an instructional class. **FREE CLASS.**

Covid-19 Response: Equipment will be sanitized after each class. Facemasks are required in the Community Center. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 14+ 1 Day Activity

Instructor Judy Slusher

Jefferson County Community Center

**Activity #6859 Tue Sep 22-Sep 22 12:00-2:00 PM**

**Activity #6860 Tue Oct 27-Oct 27 12:00-2:00 PM**

### Adult Dance

Have fun and exercise through dance! This class will combine elements of Ballet and Jazz to keep you moving, learning and having fun! No previous experience required. **No Class 11/11, 11/25.**

Covid-19 Response: Equipment will be sanitized after each class. Facemasks are required in the Community Center. All patrons entering the community center will undergo a health screening prior to admittance.

Ages 18+ Weeks/Session 4

Instructor New Hopewell Center For The Arts

Jefferson County Community Center

Resident: \$61.00 Non-resident: \$66.00

**Activity #6866 Wed Nov 4-Dec 9 7:45-8:45 PM**

Ages 18+ Weeks/Session 6

Instructor New Hopewell Center For The Arts

Jefferson County Community Center

Resident: \$91.00 Non-resident: \$96.00

**Activity #6865 Wed Sep 16-Oct 21 7:45-8:45 PM**



# Jefferson County Parks and Recreation

## Teen & Adult Activities

### Boot Camp

**NO CHILDCARE AVAILABLE.** Burn fat and gain muscle, tone and strengthen your core all in one hour!! We start with 40 minutes of boot camp - this consists of a mixture of cardio segments and strength training segments and calisthenics, plus, a few fun surprises to burn fat and motivate you. We will end with 20 minutes of Pilates core work that will target your abs, back, hips and glutes. Beginner to Advanced variations will be taught. Weight and measurements are taken at the beginning and end of each session to check your progress. No Class 11/26. Covid-19 Response: Equipment will be sanitized after each class. Participants should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 18+ Weeks/Session 8

Instructor Teresa Cantrell Sam Michaels Park

Resident: \$131.00 Non-resident: \$136.00

Activity #6851 Tue & Thu Sep 8-Oct 29 9:30-10:30 AM

Activity #6852 Tue & Thu Nov 3-Dec 22 9:30-10:30 AM

Ages 18+ Weeks/Session 8

Instructor Teresa Cantrell Sam Michaels Park

Resident: \$73.00 Non-resident: \$78.00

Activity #6853 Tue Sep 8-Oct 27 9:30-10:30 AM

Activity #6854 Tue Nov 3-Dec 22 9:30-10:30 AM

Activity #6855 Thu Sep 10-Oct 29 9:30-10:30 AM

Activity #6856 Thu Nov 5-Dec 17 9:30-10:30 AM

### Adult Volleyball Drop-In

Recreational volleyball offers fun and exercise for men and women. Come and enjoy the game for all in an encouraging environment. Take up this recreational sport that will add health and fun to your life! **Sept.-Dec.** Covid-19 Response: Equipment will be sanitized after each class. All patrons entering the community center will undergo a health screening prior to admittance to class.

18 yrs & up / \$5 per visit / Thursdays 7pm-9pm  
Jefferson County Community Center

### Late Night Indoor Soccer Drop-In

Do you enjoy playing soccer, but do not have a place to play, players to field a team or are working too late? If so, come out to join this fun activity! Pick-up games played once a week. **Nov. - Dec.**

Covid-19 Response: Equipment will be sanitized after each class. All patrons entering the community center will undergo a health screening prior to admittance.

18 yrs & up / \$5 per visit / Wednesdays 9-11pm  
Jefferson County Community Center

### Tai Chi

Tai Chi is balanced, relaxed, peaceful, fluid and graceful as river, aesthetic to watch and invigorating to perform. This class welcomes teens through older adults. You do not need to be strong or athletic to participate in this mindful, slow motion class. Join this class to rejuvenate your mind and body! No class 11/24. Covid-19 Response: Equipment will be sanitized after each class. Participants should come to class with a mask or face covering and be prepared to wear when they are not physically active and/or when physical distancing is not possible. All patrons entering the community center will undergo a health screening prior to admittance to class.

Ages 16+ Weeks/Session 6

Instructor New Hopewell Center For The Arts

Sam Michaels Park - Meet at the Amp

Resident: \$91.00 Non-resident: \$96.00

Activity #6864 Tue Sep 15-Oct 20 12:30-1:30 PM

### Pickleball Drop-In

Join in on the fun that is sweeping the nation. Come with friends to play some pickup Pickleball games. Take up this recreational sport that will add health and fun to your life! Two indoor courts available, first come, first served.

**Sept.-Dec.** Covid-19 Response: Equipment will be sanitized after each class. Facemasks are required in the Community Center.

All patrons entering the community center will undergo a health screening prior to admittance to class.

All Ages are welcome! / \$2 per visit / Wednesdays 8:30-11:30 AM / Jefferson County Community Center

# Jefferson County Parks and Recreation

## Preschool Programs



This program is designed for children 2 years of age and based on a commitment to offering children and educationally sound and happy experience where they can learn about themselves and the world around them. Toddler Learning Time will introduce your child to the basics of alphabet, numbers, colors and shapes through various crafts, stories and other activities. We know the preschool experience is a first and very important step in a long education process, and we will strive to make it fun and educational. **CHILD MUST BE POTTY TRAINED.**

Once your child has been checked-in, please exit the building. Parents and guardians are welcome to leave the park or enjoy an outdoor activity such as walking the trails.

### SEPTEMBER

Age 2 10 classes Instructor Ms. Heidi Citro  
Jefferson County Community Center  
Resident: \$99.00 Non-resident: \$104.00

**Activity #6900 MWF Sep 9-Sep 30 9:00-10:30 AM**

### OCTOBER

Age 2 12 classes Instructor Ms. Heidi Citro  
Jefferson County Community Center  
Resident: \$114.00 Non-resident: \$119.00

**Activity #6901 MWF Oct 2-Oct 30 9:00-10:30 AM**

### NOVEMBER

Age 2 10 classes Instructor Ms. Heidi Citro  
Jefferson County Community Center  
Resident: \$114.00 Non-resident: \$119.00

**Activity #6902 MWF Nov 2-Nov 30 9:00-10:30 AM**

### DECEMBER

Age 2 8 classes Instructor Ms. Heidi Citro  
Jefferson County Community Center  
Resident: \$114.00 Non-resident: \$119.00

**Activity #6903 MWF Dec 2-Dec 18 9:00-10:30 AM**

**Children must be fully toilet trained prior to the first day of class.**

**Use of disposable undergarments are not permitted.**

**No class: 10/12, 11/11, 11/25, 11/26, 11/27. No refund or makeups for missed days. Must be enrolled by the 20th of the month prior.**



Play & Learn Program's mission is to provide children ages 3-5 with a well-rounded program in a positive, safe and supportive environment. Our mission is achieved by a professional and dedicated staff that will guide your child through a variety of meaningful and interesting experiences, which will help to develop your child's cognitive, social and physical skills through appropriate activities. Your child will have fun learning through play.

Learning Outcomes include:

- Enhance self esteem & individuality
- Build friendships
- Develop respect & promote teamwork
- Encourage reading readiness
- Strengthen listening & speaking skills
- Provide opportunities for self-expression
- Learn to get along with & respect others
- Encourage creativity

Held at Jefferson County Community Center

**Children must be fully toilet trained prior to the first day of class. Use of disposable undergarments are not permitted.**

3-4 yrs / \$140 per month Instructor Holly Junkin  
Tue/Thur 9:00 am-11:30 am

4-5 yrs / \$190 per month Instructor Holly Junkin  
Mon/Wed/Fri 9:00 am-11:30 am

Registration Fee: \$50 Materials Fee: \$50  
Registration fee and materials fee are non-refundable.

To obtain information and registration packet  
please email Holly Junkin at  
[hjunkin@jeffersoncountywv.org](mailto:hjunkin@jeffersoncountywv.org)



## FACILITY RENTAL FEES

Facility/Equipment	Base Fee JC County Resident	Additional Fees	Discount Fee Non-Resident	Additional Fees	Jefferson County Non-Profit <small>Mon-Thurs Only (excludes holidays)</small>
<b>Pavilions</b>					
Sam Michaels Park <b>Mason Pavilion</b>	\$125/Day	\$30 Kitchen Extra Table \$7 ea	\$135/Day	\$30 Kitchen Extra Table \$7 ea	50% Discount*
Sam Michaels Park <b>Veterans Pavilion</b>	\$125/Day Veterans-\$93/Day	Extra Table \$7 ea	\$135/Day Veterans-\$93/Day	Extra Table \$7 ea	50% Discount*
Leetown Park <b>Pavilion</b>	\$90/Day		\$100/Day		50% Discount*
Mount Mission Park <b>Pavilion</b>	\$125/Day	\$30 Kitchen	\$135/Day	\$30 Kitchen	50% Discount*
James Hite Park <b>Pavilion</b>	\$50/Day		\$60/Day		50% Discount*
<b>Jefferson County Community Center</b>					
<b>Full Gym</b>	\$100/Hour	\$1/Chair \$3/Table	\$110/Hour	\$1/Chair \$3/Table	50% Discount*
<b>Half Gym</b>	\$60/Hour	\$1/Chair \$3/Table	\$70/Hour	\$1/Chair \$3/Table	50% Discount*
<b>Activity Room</b>	\$40/Hour		\$50/Hour		50% Discount*
<b>Dance Room</b>	\$20/Hour		\$30/Hour		50% Discount*
<b>Athletic Fields</b>					
<b>Baseball/Softball Fields</b>	\$20/Hour	Lights \$10/hour	\$25/Hour	Lights \$10/hour	
<b>Soccer Fields</b>	\$20/Hour		\$25/Hour		
<b>Tennis Courts</b>	\$10/Hour		\$10/Hour		
<b>Special Events Facilities &amp; Services**</b>					
<b>Festival Field</b>	Please contact <a href="mailto:info@jcprc.org">info@jcprc.org</a> for pricing.				
<b>The Amp at Sam Michaels Park</b>	Please contact <a href="mailto:info@jcprc.org">info@jcprc.org</a> for pricing.				
<b>Dog Park</b>	\$250/Day		\$250/Day		
<b>Tournament Field (8am-8pm)</b>	\$200/Event	\$50 Kitchen	\$200/Event	\$50 Kitchen	
<b>Tournament Field - All Nighter</b>	\$250/Event	\$50 Kitchen	\$250/Event	\$50 Kitchen	
<b>5K Course (EMS required on site)</b>	\$150/Event		\$150/Event		
<b>Disc Golf Course</b>	\$100/Day		\$100/Day		
<b>The Columns Event Facility</b>	\$250/3-day rental		\$250/3-day rental		
<b>Camping at Moulton Park</b>	\$20/Day		\$20/Day		
<b>Nerf Wars Course</b>	\$25/2 Hours		\$25/2 Hours		
<b>Inflatable Movie Screen (onsite only)</b>	\$25/2 Hours		\$25/2 Hours		

\* Jefferson County Based Non-Profit Organizations must provide a 501c3 verification to receive a discounted rate.

50% rentals are only available Mon-Thurs and do not include holidays.

\*\* Events with an expected attendance over 100 people must contact our office for a special events application.

### Jefferson County Parks and Recreation

235 Sam Michaels Lane Shenandoah Junction, WV 25442

[info@jcprc.org](mailto:info@jcprc.org) 304-728-3207 [www.jcprc.org](http://www.jcprc.org)



# Jefferson County Parks and Recreation

## Parks & Facilities

### Sam Michaels Park



The entrance to this 130-acre park is located on Job Corps Road, near Harpers Ferry. The private setting of this park offers the perfect place to host weddings, receptions, and reunions and family events. The well shaded Mason Picnic Pavilion offers an adjacent kitchen and restroom facility. The Veterans Memorial Pavilion offers picnic tables, bathrooms and close proximity to the large playground area and Jefferson County Community Center. You will also find The Columns at Sam Michaels, baseball fields, athletic fields, playgrounds, walking and running trails, dog park, disc golf, event space and more.



The Amp at Sam Michaels Park; Jefferson County's newest concert and Festival Venue opened in Spring of 2019 and will be host to the Levitt AMP Shenandoah Music Series in 2021.

### Peter Burr Farm

The oldest wood frame structure in West Virginia, Peter Burr Farm is owned and maintained by the Jefferson County Historic Landmarks Commission. They offer events and workshops to the public periodically though out the year. More information can be found at: <http://www.jeffersoncountyhlc.org>

### James Hite Park



Our newest 119-acre park that includes a 2-mile walking trail, soccer and football fields and rentable picnic pavilions. A new playground will be installed summer/fall 2020. Future plans include, dog park and softball fields.

### Bolivar Nature Park



Located on primrose alley, near Harpers Ferry, this 7-acre park is filled with plenty of botanical delights. A walking trail allows you to stroll through the park.

### Mount Mission Park



This picturesque three and one-half acre park is located on Mission Road, near Shannondale. The picnic pavilion, complete with restroom and kitchen facilities, has played host to family reunions, weddings, and birthday parties. An old church on site, a newly renovated playground, new basketball hoop, horseshoe pits, sand volleyball and a baseball diamond make this park a convenient site for neighborhood get-togethers.

### Leetown Park



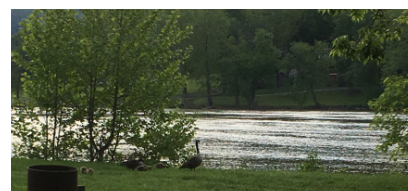
Located one mile East of Leetown, on off of old Leetown Pike, this 10-acre park has been a gathering for softball games since the 1970's. On the park grounds are lighted softball fields, tennis courts, a playground, picnic pavilion, horse shoe pits, concession stand and new renovated restroom facility. This park offers a great place to host your company's softball league or to simply relax and just play a pick-up game of baseball. Ball fields available for reservations.

### South Jefferson



Located on Route 1, between Summit Point and Middleway, this 71-acre park accommodates six baseball fields, tennis courts, concession stand, a playground, and basketball court. South Jefferson.

### Moulton Park



On the shore of the Shenandoah River, just North of the Bloomery Bridge, this half-mile of river frontage features camping and other recreational opportunities. A public boat ramp gives access for fishing the Shenandoah River. Camping is not available summer 2020 due to COVID-19 restrictions.

# Jefferson County Parks

## 1. James Hite Park

2545 Hite Road, Leetown

## 2. Leetown Park

56 Jefferson Orchard Road, Leetown

## 3. Harvest Hills Park (not developed)

## 4. Sam Michaels Park

235 Sam Michaels Lane, Shenandoah Junction

## 5. Bolivar Nature Park

294 Jefferson Street, Bolivar

## 6. South Jefferson Park

4095 Leetown Road, Summit Point

## 7. Moulton Park

716 Bloomery Road, Charles Town

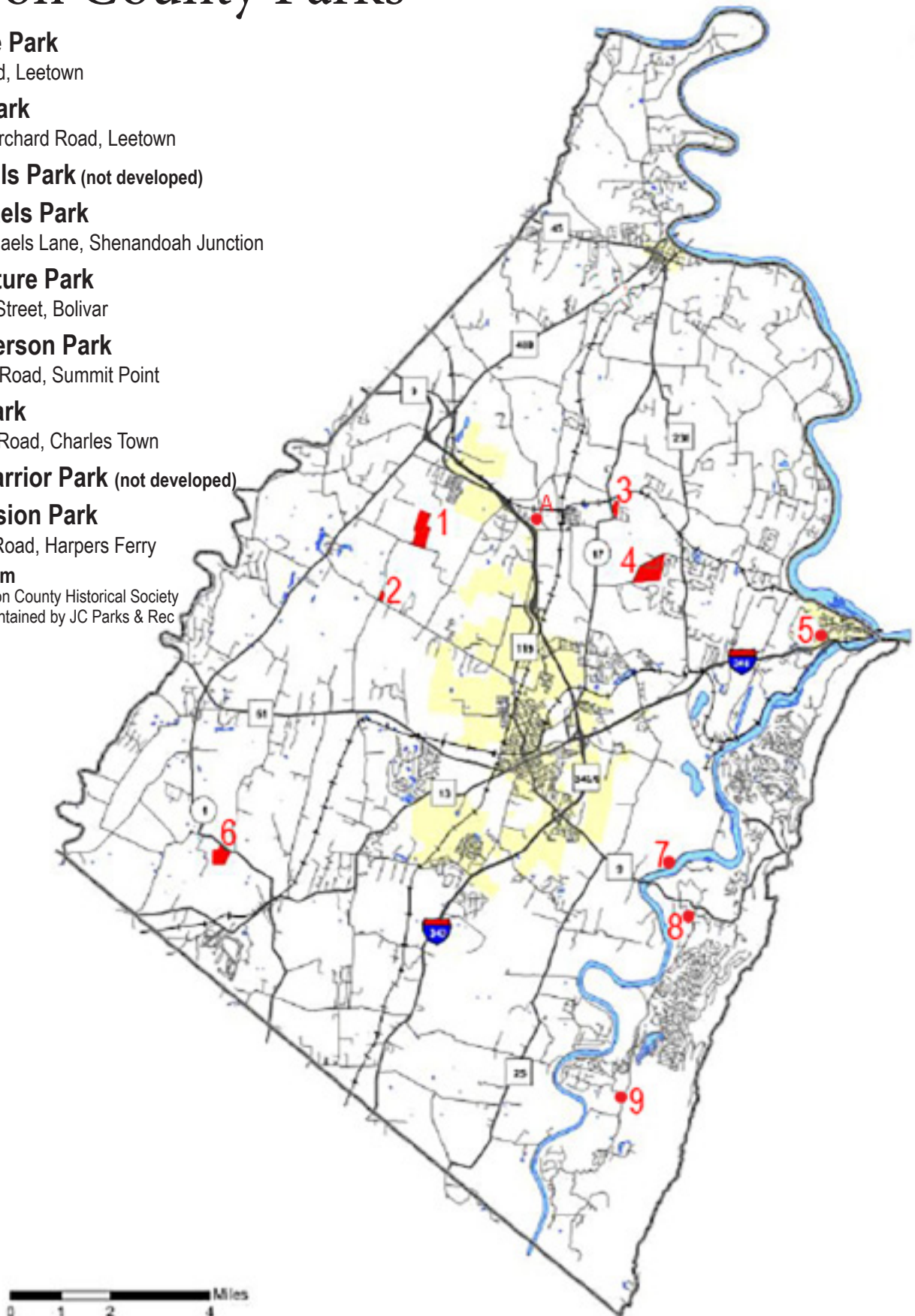
## 8. Heather Marrior Park (not developed)

## 9. Mount Mission Park

4210 Mission Road, Harpers Ferry

## A. Peter Burr Farm

Owned by Jefferson County Historical Society  
Operated and Maintained by JC Parks & Rec





# Jefferson County Parks and Recreation

## Scholarship Application

### Eligibility

The scholarship program is available to Jefferson County residents Only. Eligibility for a scholarship is based on a case-by-case basis. Proper documentation must be submitted in order to be considered for eligibility (medical card, letter demonstrating need for assistance, etc.) If the applicant does not have the required documentation they must have verification by Jefferson County West Virginia Department of Social Services, using their standard process and methods.

### Benefits

The Jefferson County Parks & Recreation Commission scholarship provides a discounted fee for programs and camps based on need.

### Restrictions

The Jefferson County Park & Recreation Commission scholarship is not valid for the following programs or services:

- Facility Rentals
- Birthday Parties
- Special Events
- Field/Court Rentals

### Application Procedure

To be considered for a Jefferson County Parks & Recreation Commission Scholarship, a signed application with the following documentation must be submitted.

- Proof of Residency (valid driver's license, utility bill, tax statement/bill or other proof of residency **AND**
- Verification from the Department of Social Services **OR**
- Letter demonstrating need.

Applications with documentation may be submitted via email to: [bwhittington@jcprc.org](mailto:bwhittington@jcprc.org) or by mail: 235 Sam Michaels Lane, Shenandoah Junction, WV 25442.

### Application Review & Reward

Upon receipt of a scholarship application, Jefferson County Parks & Recreation Commission staff will review the application (10-15 business days) and will make a financial assistance determination based upon the information submitted. The application will not be processed until all necessary documents are provided. All applicants will be notified once a decision has been made and the applicant's account will be activated immediately.

### Reverification

Once the scholarship has been awarded, the applicant is required to re-verify their income and household size every twelve (12) months and/or when re-applying in order to maintain their scholarship discount.

### Payments & Refunds

Payment is due when registering for any Jefferson County Parks & Recreation program, without exception, JCPRC accepts cash and credit cards. Refunds for cancellations are issued as a credit on your JCPRC account. No cash refunds will be given. If the applicant does not attend the program without prior notice to JCPRC the entire scholarship will be forfeited.



# Jefferson County Parks and Recreation

## Scholarship Application

Guardian Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Please list all adults and children living at the address listed above.  
 Any changes on this part of the application after submission require a new application and review.

Name	Age	Date of Birth	Relationship to Applicant
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### Statement of Understanding & Agreement

I have read and understand the rules restrictions for Jefferson County Parks & Recreation Scholarship Program. By signing and submitting this application, I hereby agree to the rules and restriction outlined in the scholarship program. I understand that there are legal penalties for submitting false information. I understand that I may be subject to review for eligibility once a year. Jefferson County Parks & Recreation Commission reserves the right to request more information, investigate the information and/or deny the scholarship based upon the financial information submitted.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Requested Programs:

Child Name: \_\_\_\_\_ Activity # \_\_\_\_\_ Class Name: \_\_\_\_\_ Dates: \_\_\_\_\_  
 Child Name: \_\_\_\_\_ Activity # \_\_\_\_\_ Class Name: \_\_\_\_\_ Dates: \_\_\_\_\_  
 Child Name: \_\_\_\_\_ Activity # \_\_\_\_\_ Class Name: \_\_\_\_\_ Dates: \_\_\_\_\_  
 Child Name: \_\_\_\_\_ Activity # \_\_\_\_\_ Class Name: \_\_\_\_\_ Dates: \_\_\_\_\_

JCPRC Staff Use Only

Date Received \_\_\_\_\_

Review By: \_\_\_\_\_

Date: \_\_\_\_\_

Discount Awarded \_\_\_\_\_

Applicant Notified:   Email   Phone Call

# Jefferson County Parks and Recreation

## Park and Program Policies

### Payments & Fees:

- Please make your check(s) payable to: Jefferson County Parks & Recreation.
- A \$25 fee will be charged for all returned checks and declined credit cards.
- Incomplete registrations cannot be processed—full payment must accompany registration.
- A \$5 out-of-county fee will be charged to any person not living in Jefferson County.
- A \$5 late fee will be charged if registration is received after the program starts.
- JCPRC is not responsible for lost, late or misdirected mail.
- Registration is for the program, not attendance—no make ups, refunds or credits will be offered for missed classes.

### Age Policy:

Program participants must be the advertised age before the program starts.

### Scholarships:

Scholarships are available for some programs. Contact Brenda at the JCPRC (304) 728-3207 or email [bwhittington@jcprc.org](mailto:bwhittington@jcprc.org).

### Cancellation Policy:

Programs may be cancelled due to insufficient registration, school closings or inclement weather. Check social media the most up-to-date information.

### Mark Your Calendar:

NO REMINDERS WILL BE SENT. You will only be notified if there is a problem processing your registration or if the class is canceled.

### Media/Photography:

- The JCPRC reserves the right to take pictures at all events, activities, and programs. Pictures may be displayed in future commercials, brochures and web publications.
- Parents/children cannot take photos during classes without permission from the instructor and/or other parents of registered participants.

### Attention Parents:

- JCPRC instructors or staff are not responsible for your child prior to or after class time.
- It is the responsibility of the parent/guardian to notify JCPRC staff of any medical conditions/special needs of a child prior to the start of class.

### Discipline Policy:

The JCPRC has a discipline policy for recreation programs/facilities. In the event the participant is asked to leave a program/facility, no refund will be issued.

### Trips Alcohol Policy:

We strive to have a family atmosphere on our trips. If you choose to drink while on our trips, please do so responsibly and make arrangements to have a designated driver for your trip home from the bus drop-off area.

### Refund Policy:

See new policy on the next page.

### Oops:

While every effort is made to provide accuracy in this activity guide, mistakes do happen. JCPRC staff reserves the right to make final decisions about programming.

### Jefferson County Community Center:

The Jefferson County Community Center is located in Sam Michaels Park. It hosts many of our activities and the main office for park business and programming.

### Facility Hours

Monday - Friday ----- 9am-4pm  
Office Hours (Monday - Friday) ----- 9am-4pm  
Weekend hours vary, please call 304-728-3207.

### Observed Holidays

The Park Office will be closed on the following holidays:

Labor Day ----- September 7  
Columbus Day ----- October 12  
Election Day ----- November 3  
Veterans Day ----- November 11  
Thanksgiving ----- November 26-27  
Christmas ----- December 24-25  
New Years Day ----- January 1

In addition to holidays, the Community Center may close to conserve our operating budget if programs or rentals are not using the space. Always call the office at 304-728-3207 to check for availability of open gym or general facility use.

### General Facility Use:

"General Facility Use" provides access to the fitness room, open gym and indoor walking track. Punch Passes have no expiration date. Membership and Punch Passes cannot be used for programming or classes. Additional fees apply for indoor playground.

### Facility Use Fees:

Youth (6-18 years) ----- Daily Fee: \$2  
20 Visit Punch Pass: \$30      Yearly Pass: \$150  
Adults (19-59 years) ----- Daily Fee: \$2  
20 Visit Punch Pass: \$30      Yearly Pass: \$150  
Senior Adults (60+ years) ----- Daily Fee: \$1  
20 Visit Punch Pass: \$15      Yearly Pass: \$100

### Inclement Weather:

Jefferson County Parks and Recreation makes every effort to contact customers if classes are canceled due to inclement weather. Sometimes time is short due to quickly changing conditions. Please check the Jefferson County Parks and Recreation Facebook Page for the most up-to-date information about cancellations.

### COVID-19 Response:

Social Distancing and Face masks are required when visiting the Jefferson County Community Center. Please check in at the outdoor window before entering the building. Temperature checks and health screens will be performed before admittance.



235 Sam Michaels Lane, Shenandoah Junction, WV 25442

Phone: 304-728-3207 email: info@jcprc.org web: www.jcprc.org

## Cancellation/Refund Request Form

This form is required for all refund/credit considerations.

Please complete the form and return to: bwhittington@jcprc.org or to the Jefferson County Community Center.

Refund to be issued to: \_\_\_\_\_ Signature: \_\_\_\_\_  
Activity Name: \_\_\_\_\_ Activity Number: \_\_\_\_\_  
Participant's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Reason for refund request: \_\_\_\_\_

### Jefferson County Parks and Recreation Cancellation/Refund Policy

Our refund policy encourages early decisions, so as to not affect other customers or our ability to deliver efficient programs. All requests for refunds must be made prior to the start of the program. Registrations that require advanced tickets are not refundable. Refunds for Sports League registrations must be made prior to the listed league registration deadline. There are no refunds for missed sessions.

After initial registration, refund requests must be submitted in writing via refund request form and will be honored in the following manner:

Cancellation requested	14 business days prior	7-13 business days prior	Less than 7 business days prior
Refund	Full refund minus	50% of the program	Not eligible
Account Credit	Full refund minus \$12 admin fee	50% of the program cost + \$12 admin fee	Approval required. If approved, \$12 admin.
Program Transfer	\$5 transfer fee	\$5 transfer fee	Approval required. If approved, \$12 admin.

Additional fees, including out-of-county fees, supply or material fees, t-shirt costs, or others, will not be included in the refund or credit.

Any time a transfer from one program to another program is requested by a customer, there will be a \$5 transfer fee added to the transaction.

If a program or activity is canceled due to low enrollment, a full refund or credit will be issued to your account within seven business days of the cancellation. No administrative fees will apply.

If a program or activity is canceled due to inclement weather, and is not able to be rescheduled, a credit will be issued to your JCPRC account within 7 days of the missed class.

If JCPRC reschedules or offers a make-up for missed or canceled classes, no refunds or credits will be issued.

### Activity Refund Calculation

Activity Fee Paid: \_\_\_\_\_

☐ Transfer? ☐ Withdraw?

Minus Service Fee: \_\_\_\_\_

Subtotal: \_\_\_\_\_

Supply Fees Issued: \_\_\_\_\_  
(t-shirts/materials/out-of-county fees)

NET REFUND: \_\_\_\_\_

Rec. Program Supervisor Approval: \_\_\_\_\_

- ☐ Refund Credit to JCPRC Account  
☐ Refund to Credit Card  
☐ Refund Check Paid

*Please allow 7 days for processing.*

#### Office Use Only:

- ☐ Refund Processed Date: \_\_\_\_\_  
☐ Credit Processed Approval: \_\_\_\_\_  
☐ Transfer Processed Amount: \_\_\_\_\_