

SUMMER CAMP

Parent Handout

July 2nd - August 9th, 2024



Phone Numbers

Summer Camp Phone (Operational Hours): 250-650-5919

Comox PSP (Reception) 250-339-8211 x252-8315

Welcome to our Day Camp Program!

The PSP Summer Camp is excited to offer 6-themed weeks of fun activities including outdoor games, recreational sports, crafts, fun experiments, exploring, learning new skills, baking delicious creations, STEM activities, theme days, and swimming! We are looking forward to a great summer with a fun line up of active and engaging camp weeks ahead for children age 6-11!

Arrival and Departure

Summer Camp is open from 8:00am-3:30pm. Pick up is between 3:00-3:30pm, Monday-Friday. Children must be dropped off no later than 8:45am. It is very important that your child is dropped off on time as all structured programming begins at this time. Between 9:00am and 2:30pm we have planned small outings and activities both within 19 Wing Fitness and Community Centre and within walking distance to different locations nearby (ex. park, field, forest, etc).

Please note that the parent or caregiver must supervise their child while waiting for the program to start. The parent must accompany the child to the program, staff will sign him/her in on the daily "Attendance Sheet". We do not allow children to leave the Centre, unless they are signed out and accompanied by parent/guardian or authorized pick-up person which is designated by parent/guardian. A teenage sibling may pick up if parent/guardian adds them on the authorized pick-up list. In circumstances where a parent is requesting someone else to pick up who is not on the child's designated list, the parent must provide written consent and contact information for the alternative person, prior to pick up and they will be required to show photo identification to staff at time of pick up. Pick up must be no later than 3:30pm.

Absence

If your child is absent from the program, please text or phone the camp phone number 250-650-5919 before 8:30am and leave a detailed message including your phone number or send information by text.

Participation

The PSP Summer Camps provide active, fun, and stimulating experiences for all children. Part of our weekly programming includes swimming, sports, gym time, group games, crafts, free play, outdoor activities, theme days, guest presenters, experiments and crafts.

It is understood that children who are attending Summer Camp will participate in scheduled events and activities. Due to the highly active nature of the program, we encourage all children to participate in the activities provided and to be engaged in the group.

Camp Weeks & Themes

There will be some activities each week that may require supplies such as extra clothes or a pair of good walking shoes; these activities are listed below for your preparation.

Swimming at PSP pool is Tuesday & Thursdays 1:00pm-2:00pm every week. Make sure your child has a bathing suit, towel, and any other items they will need (goggles, flippers, change of clothes etc.)

Week 1: Animal Adventures (July 2-5)

- Enjoy a fun-filled week of furry friends, animal themed activities/crafts, forest games, getting to meet live animals & critters and learning about the amazing animals on our planet and how to be a good care-taker!

Week 2: Around The World (July 8-12)

- Get ready to pack your backpacks as we venture into discovering a different continent that will be explored along with activities, games, crafts, sports, cooking/baking from cultures around the world each day!

Week 3: STEM (July 15-19)

- Experience science experiments, robotics, building and engineering through these fun themed days jam-packed with activities, games, team challenges, crafts and more!

Week 4: Creative Kids (July 22-26)

- Get ready for a fun filled week of exploring your own creativity through texture arts, stop motion, music, drama, crafts and hands on experiences that will bring out your creative side!

Week 5: Outdoor Explorers (July 29-August 2)

- Are you wild about nature? Come join us as we explore the great outdoors through forest games, learning about nature, discovering new skills, woodworking, outdoor activities, fun in the sun and more!

Week 6: Spirit Week (August 6-9)

- Join us for an adventure of new themes and activities every day! Spirit week is a combination of all our favourite crafts, sports, wet and wild games, team building challenges and a huge variety of activities for all campers to enjoy!

Special Considerations for Themed Weeks:

- On **Thursday, August 1st, 2024 (only)**, camp will be located at **Airforce Beach Pavilion** for drop off and pick up. Camp on this special day at the beach will be regular hours 8:00am-3:30pm. Please pack an extra change of clothes, swimsuit or water clothing, water appropriate footwear, sunscreen, along with regular day camp recommended supplies. We have lots of fun beach activities planned!
- **Animal Adventures July 2nd-5th, 2024**, will include lot of visits from various guests including Barnyard Party Animals, Kitty Cat Pals and more! **If your child is allergic to fur please let us know so we can best accommodate**, there will be lots of animals visiting this particular week of camp.
- **Around the World July 15th-19th, 2024** features variety of tasty dishes we will be making together as a group from many counties around the world, **if your child has any food allergies please let us know in advance and we will make substitutions** as needed to accommodate as best we can.

What Campers Need To Bring To Summer Day Camp Each Day

Please send items in a backpack that your child can carry:

- Hat
- Indoor sneakers for rainy days
- Sandals with straps (no flip flops please)
- Change of clothes
- Refillable Water Bottle
- Healthy peanut/nut-free lunch and two morning and afternoon snacks daily (please do not pack candy for snacks or lunches.)
- Sunscreen
- Bathing suit, towel, and goggles if preference (Tuesday, Thursday)
- Weather appropriate clothing (e.g. rain gear when needed)

Remember to label all items with your child's name. Please do not bring electronics or breakable items to camp.

Health and Safety

Health Policy

Our health policy is designed to promote the health of children and staff and reduce the risk of spreading diseases. This policy will be enforced to keep the children healthy.

DO NOT send your child to the program if he /she are sick or unable to cope in the program. A change in behaviour and energy level is usually the first sign that the child may become sick. Many diseases are contagious before they break out and therefore, we ask the parents to be observant and if in doubt keep the child at home. Please notify the program staff if your child becomes ill, especially if he /she have a communicable disease, such as chicken pox, measles, pink eye, etc. as we have the responsibility to post a notice to alert other parents.

Parents should be advised to keep their children at home or seek alternative care arrangements in the following situations:

- ☹ Unexplained or undiagnosed pain.
- ☹ A cold with fever, runny nose and eyes, coughing and sore throat. (Once temperature and symptoms have cleared child may return to camp.)
- ☹ Difficulties in breathing – wheezing or a persistent cough.
- ☹ Fever (100 F+ or 38.2 C+) accompanied by general symptoms such, as listlessness.
- ☹ Sore throat or trouble swallowing.
- ☹ Infected skin or eyes, or undiagnosed rash.
- ☹ Headache and stiff neck.
- ☹ Unexplained diarrhea or loose stool, nausea, vomiting, abdominal cramps. These symptoms may indicate a bacterial or viral (gastrointestinal) infection that is very easily passed from one child to another.
- ☹ Open, oozing sores that cannot be covered or kept under control with medication.
- ☹ The child is unable to participate in the daily routine, including outdoor play.

A child may RETURN to the program

- ☺ 24 hours after the symptoms have ceased and the temperature is at normal range without

- the help of medication, including Tylenol, Advil, etc.
- ☺ 24 hours after prescription medication is first administered, to ensure that the child does not show a reaction to the medication.
 - ☺ With a written doctor's note if the child still has symptoms of an infection.

If your child becomes ill during program hours, we will attempt to contact you. If you are unavailable, we will call your emergency contact to pick up your child. Until pick up we will provide a quiet, resting area and close supervision. If the situation becomes urgent, we will follow emergency procedures as outlined. If the child has symptoms of an infectious disease, he/she must remain at home, unless the doctor recommends otherwise. In such an instance a medical note is required.

Head Lice

Head lice are tiny insects about the size of a sesame seed and are common where children play together. The eggs hatch in 6 – 12 days and reach adult hood in 7 to 15 days. Although they don't jump or fly, they can be transmitted through close contact when heads touch. If a case of head lice is reported in the child's program we recommend that parents check their child's head once a week after shampooing when still wet. This should also be done if you witness your child scratching his or her head more than usual.

Please report lice to a Camp Leader of the program. We ask one treatment dose is started before the child returns to camp. It is very important to treat lice as soon as it is detected so prevent from spreading, a child having lice once treatment has started does not prohibit them from attending program.

More information on how to get rid of these pests is available through the local Health Unit:
www.viha.ca/locations/health_units/

Medication and Allergies

Staff may administer medication prescribed by a medical practitioner or provided by the parent. The medication has to be in its original container with detailed instructions and a written authorization form signed by the parent/guardian before staff can administer prescribed medication provided by parent/guardian. Prescribed medication such as inhalers cannot be shared by siblings. Please do not leave any medication, including Asthma inhalers, Anti-Kits or Tylenol in your child's backpack. For the safety of all children, these items need to be locked up. Parents are to fill out a "Medication Release" form for any medication to be administered at the Centre.

Allergies

Please inform the staff about allergies and ensure that your child has an Epi-Pen or medication in case of an allergic reaction. A care plan will be formulated with you in regards to your child's condition. A medical authorization form must accompany any medication.

Medical Emergency

Staff are all first aid trained/certified and carry first aid kits in emergency backpack. If minor medical attention is necessary (i.e.: cuts, stings, etc.), the first aid kits provide ample supplies. If an injury does occur parents will be informed about their child's injury, condition and the care that was given by text message and/or phone call from camp staff. In the event of serious injury or health crisis an ambulance may be called.

Power/Water Outage Policy

In the event of a power/water outage where Summer Camp cannot ensure the safety and health of campers (i.e. no heat, prolonged outage) the staff will not accept campers into the program in the morning. If campers are already present parents may be contacted in cases of prolonged outages. In the event parents can not be reached those listed as emergency contacts will be contacted.

Other Information

Youth should be sent to the summer program in comfortable clothing and running shoes (no flip flops) with a complete change of clothing, a sun hat, a bathing suit, bath towel, gym clothing and non-marking, clean running shoes for indoor sports. Please label ALL belongings with the youth's name and put into a backpack daily.

We are not responsible for any lost or spoiled clothing. Any found items will be put in the "Lost and Found" box. All items left after Labor Day will be donated to the Salvation Army.

Electronics must stay at home. Please be mindful if a child brings a toy from home it remains in their backpack during all non-free play time and is the sole responsibility of child to look after the toy and if it becomes a disruption, the staff will ask child to put it in their backpack or if needed remove them for "safe keeping" until the end of the day.

Sun Block Lotion

Please apply sunscreen to your child before dropping off the child to the summer program each morning. We also require you to bring in a bottle of sunscreen lotion, labeled with the child's name so it can be reapplied as needed. We do not share sunscreen.

Snack/Lunch

Parents are to send a lunch, two snacks and a water bottle daily. Food should be stored in a lunch bag. Lunches will be stored in refrigerator unless requested otherwise, in which please include a cooling pack in your child's lunch kit.

High sugar snacks are strongly discouraged and are not permitted. Children are not allowed to purchase items in the store or at vending machines. We are not allowed to share or trade food at this time. The camp is also a nut-free zone.

Closed for Stat Holidays

Summer Day Camp is closed for all statutory holidays, which include: (July 1st, Canada Day) and (August 5th, BC Day).

Program Rules

We recognize that the most important part of our program is that we all have fun! To ensure the safety and well-being of all children, the following day camp rules should be discussed with your child:

- We respect others and their property, refrain from name calling and teasing.
- We ask for permission before we leave the play area (e.g. going to the bathroom)
- We use words when we disagree (no bad language, verbal or physical outbursts)
- We listen when we are spoken to and follow the directions given by our leaders.
- We stay together in the group
- We play safe and ensure other people's safety.
- We help each other when we see help is needed.
- We are all a team. Although winning is great, a positive attitude shows great sportsmanship.
- We play fair, take turns and ensure everyone is included.
- We share and treat others with kindness.
- We ask for help because our leaders care and are here to help when we need it.

Guidance Techniques

Guidance techniques will be implemented as a method of re-enforcing positive behaviour. Careful consideration will be given to the child's age and developmental level. Our staff will demonstrate a positive attitude and will assist children in learning appropriate behaviour by showing consistency when setting limits and boundaries.

- Positive reinforcement is used to build self-esteem and reinforce positive behaviour.
- Children are given clear, consistent and simple limits. Rules will be discussed at the beginning of every session to ensure a safe and fun camp experience for all children.
- If program rules are broken, we will explain to the child the reason for the rule, and what the natural consequence would be if repeated. We use natural and logical consequences to correct behaviour. For example: "If you push when standing in a line, you will miss your turn."
- Every effort will be made to re-direct children when they are exhibiting inappropriate behaviour. This may include redirecting or if needed removing a child from one activity in which they are being disruptive or inappropriate, and introducing them to a new activity.
- Staff are to assist children in resolving conflict by discussing the behaviour with the child immediately following the incident.
- Staff are to watch for potential conflicts that are arising and redirect children to another activities before problems occur.
- Minor incidents, which endanger no one, and which do not interfere with other people's rights are ignored (i.e. Attention Seeking Behaviour).
- Absolutely no physical punishment will be used or will be tolerated.
- Behaviours such as hitting, kicking, picking a fight, verbal abuse, swearing at others, bullying, destroying and removing other people's property or attempting to run away from program are not acceptable and the child may be sent home, depending on the severity of the incident and if harmful behaviours continue to endanger the safety of themselves or others.
- If a child is not in control of their emotions and actions, he/she will be asked to take a time to cool down (away from the children) with some calming sensory toys or small activity until he/she is ready to return to the group (a child will never be left unsupervised). The staff will talk to the child about the incident, before he/she returns to the group and will communicate about the situation with parents.
- We value working together with parents to provide a safe and respectful environment for all children.

We are looking forward to a fun and exciting summer. If you have any questions, please feel free to talk to the Summer Day Camp Supervisors or Office Staff.