

lack of inclusion staff due to illness or child's illness. Pick up in such circumstances must be within reasonable timeframe from time of first contact. If refusing or non-compliance to request for pick up, the child will be suspended from further summer camp activities due expectations of the parent/guardian obligation not being met.

Absence Initials:

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 and your phone number.

Participation Initials:

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 Fees Initials:

Please be advised our cancellation policy for summer camp is has been updated to reflect the PSP cancelation and refund policies. Registration camp fees will not be refunded from two weeks prior to the start of camp.

If you are not planning on your child attending summer camp and would like a refund, please ensure you withdraw before the two-week cut off time, so you receive a refund. An administration fee of 10% will be withheld for all withdrawals.

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: Around the World (July 7-11)

- 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 2: Mad Science (July 14-18)

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

Week 3: Animal Adventures (July 21-25)

- 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 caretaker!

Week 4: Spirit Week (July 27-August 1)

- Join us for an adventure of new themes and activities every day! Spirit week is a combination of all our favourite activities, team building, and an opportunity for campers to be creative and show off their talents!

Week 5: Nature Explorers (August 11-15)

- Welcome to our outdoor focused week of camp, where we explore different environments around us, learn about different survival skills and work together to use them, and enjoy various outdoorsy crafts and activities! Camp for this week on **Thursday August 14th will be at Airforce Beach Pavilion from 8:00am-3:30pm** for a full day of fun, **drop off and pick up from the Pavilion.** (Pack a towel, bathing suit and change of clothes for beach day!)

Special Considerations for Themed Weeks:

- **Around the World July 9th** we will have a bike safety session with the MP's and a fun bike with the campers. Please ensure your child comes with a **bike or scooter to participate in the bike safety activity** as well a **helmet** for that day!
- **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.
- **Animal Adventures July 21st – 25th** 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.
- **Thursday August 14th** will be a special beach day at **Airforce Beach Pavilion from 8:00am-3:30pm** for a full day of fun, water games, sandcastle building, crafts, smores and more! **Drop off and pick up from the Pavilion.** 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!

What Campers Need To Bring To Summer Day Camp Each Day Initials: _____

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 Initials: _____

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.

Program Rules Initials:

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 before camp and will be upheld while attending camp:

- 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, physical outbursts or violence)
- 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. (aggressive behavior or physical violence towards others will not be tolerated)
- 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.

Behavior Intervention Initials:

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 try to redirect children to another activities before problems occur or have a conversation with child(ren) to facilitate resolving conflicts.
- 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, nor tolerated.
- Behaviours such as physical violence towards others (i.e. hitting, kicking, biting, use of a weapon, etc.), uttering threats of violence or intended harm, verbal abuse, swearing at others, bullying, vandalism, purposefully destroying property, removing other people's property or running away from program are not appropriate in a summer camp environment and the child may be required to be sent home for that day.

Depending on the severity of the incident(s) and if harmful behaviours continue to endanger the safety of themselves or others, the child may be suspended for the duration of the summer camp due to significant or ongoing safety concerns for themselves and others.

- If a child is not in control of their emotions and actions, he/she will be asked to take a body break 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. In rare circumstances, a child may be sent home for the remainder of that day and welcomed back to the program the next day. This is for the child's benefit.
- We value working together with parents to provide a safe and respectful environment for all children. It is important to have communication with parents and work together finding ways to provide a safe and supportive environment at camp.

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.

Access to Inclusion Supports Initials:

As we receive an Inclusion Grant from National to assist in providing a support worker at summer camp, it is important for the parents/guardians to identify on the registration form if your child would benefit/require an inclusion worker in order to provide this service for campers. We do request that this information is transparently disclosed on the registration form for support to be made available for your child. If your child does require an EA or support at school, this information is helpful for us to be able to provide the best support and care for your child while attending our summer camp. We appreciate your transparency on the registration form to help assist us in making the camp experience a supportive experience for your child. If your child does have a support need and it is not disclosed on the registration form, we are unable to provide support at summer camp. If we see that a camper has great need for a support worker and it is undisclosed on the forms, that support will not have been made available and therefore your child will be unable to attend.

If your child does benefit from the consistent support of an inclusion worker and the inclusion worker is unable to attend due to illness, we may request that your child not attend for that specific day. If this situation occurs, you will be reimbursed for the day of camp that is missed. We sincerely appreciate your understanding should an unexpected circumstance of illness arise. We strive to provide quality support.

Please sign below indicating your acceptance of the Summer Camp Policies as detailed above. This document will be retained in our registration files, a copy of the signed document can be provided on request.

Parent/Guardian Signature

Date

Name of Child(ren) attending the program(s)