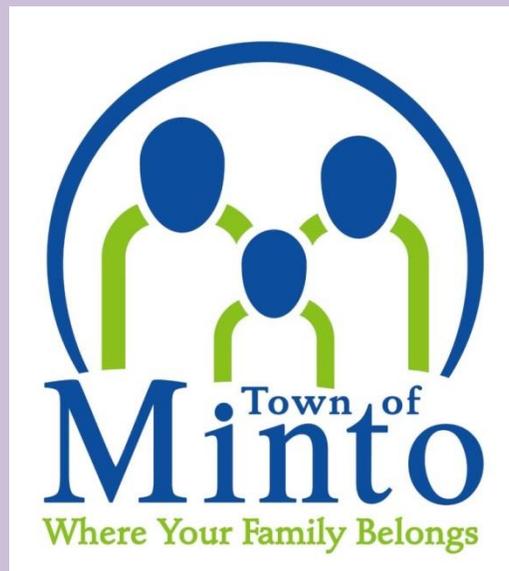




2018 Welcome Guide



Commitment to Children

The Town of Minto is committed to providing a safe, inclusive and quality Adventure Camp Program for summer 2018. Our program is designed to provide children with a variety of fun experiences that promote a healthy, active lifestyle. We will ensure that our staff will provide an environment that promotes healthy child development at all times.

Program Environments for children will be:

- Secure and safe
- Caring
- Stimulating
- Accessible
- Considerate of personal space and special needs
- Welcoming to all cultures and abilities

Program Activities for children will:

- Encourage co-operation, friendship and fun
- Provide children with opportunities for input, involvement and choice
- Provide opportunities for active participation and reflection
- Incorporate varied learning styles and developmental stages
- Value and incorporate cultural, racial and linguistic diversity

Adventure Camp Leaders will:

- Ensure all children are treated with respect, honesty and trust
- Employ positive behaviour management methods
- Consistently model appropriate behaviour
- The Supervisor will continually evaluate the program and the staff's leadership to reflect the changing needs of the camp and make improvements as needed

Frequently Asked Questions

Do I need to register my child for camp?

Camp is run on a first-come, first-serve basis. Therefore we recommend registering for camp prior to attending to guarantee your child's spot! This especially applies to trip days as we have a limited number of seats on the bus and need to maintain a proper staff to children ratio. Therefore we ask for sign up for these trips as far in advance as possible to help us organize and schedule the trip accordingly. We will try our best to meet everyone's needs; however, this may not be possible all the time. Thank you for your understanding and patience.

Registration opens on the following dates:

2018 March Break Day Camp - Monday January 8th, 2018

2018 Summer Adventure Camp - Monday January 8th, 2018

How old must my child be to attend camp?

Your child must be born in 2006-2013. They need to be no younger than in their 5th year, and no older than in their 11th year. If your child receives the support of an educational assistant in school, one-on-one care is required at camp. This is the responsibility of the parent/guardian to organize and the one-on-one worker must be employed or supplied by a recognized organization.

What time do I drop my child off?

Regular camp hours are 9am-4pm. However, we offer flexible drop off between 8-9am and pick up between 4-5pm at no additional fee.

Where do I drop my child off?

Two locations are available for your child. You may register your child for either the Palmerston or Harriston Adventure Camp. Both Camps are at the Arena on the Curling Club side. The location of the Palmerston camp may change due to the availability of the curling club. In the case of this event, we will notify you of this

location change. A sign-in, sign-out policy is in effect at camp. The person dropping the child off or picking them up must sign them in or out of camp and be preapproved in order to do so.

What if I am late to pick up my child?

If you are going to be late (past 5pm), please call the Town of Minto office before 5pm at 519.338.2511. A late fee may be applied.

What if my child is going to be absent?

If you have signed your child up to be at camp and they are going to be absent, please let us know by calling the Town of Minto at 519.338.2511 or emailing: camp@town.minto.on.ca. We take attendance daily and will call home if a child is absent. You may still be responsible for paying for camp the day of the absence depending on how much notice was given.

What if someone else is picking up my child?

Please provide us with a note if someone who is not a parent or caregiver of the child is picking them up from camp. This note should include the name of the person who is picking the child up, the date and your signature signifying your permission. If someone comes to pick up your child without prior written consent, we will call you for your verbal permission before releasing your child.

Can my child travel to and from camp alone?

Your child's safety is very important to us. An authorized parent or caregiver must pick up their children from camp. Written permission from a parent or caregiver is required to allow a child to leave camp alone.

What if I need to pick up my child during the camp day?

Call the Town of Minto at 519.338.2511 to make arrangements to meet your child's group at the designated meeting area. It is best to make arrangements ahead of time, as your child may be away from the main site in an activity and it may take some time for the camp to walk back and meet you. On the camp door will be a "You can find us at..." sign as well.

What if my child becomes ill at camp?

In the event your child becomes ill at camp, we will contact you to come and pick them up at the camp site. If your child is too ill to participate fully in all aspects of the program, please keep them home from camp. When a child is feeling poorly the last place they want to be is on a bus, outdoors in the heat, or around their friends who are busy having a good time.

What should I send my child for lunch?

Your child will be very active at camp- swimming, playing games, sports, walking, etc. Children need healthy lunches and snacks to fuel this high activity level. Therefore, greater quantities of food may be required than a typical school day. When you pack your child's lunch, please keep in mind their lunch will not be refrigerated, but there are microwaves available to use with the help of staff.

We strive to be a nut-free program.

What kinds of snack do you provide?

We provide an afternoon snack daily. You should send a morning snack for your child. The afternoon snack ranges through a variety of options. All food is locally bought or made on site. If your child has an allergy, please make us aware so we can provide snacks that pertain to your child's needs.

What should my child wear to camp?

Please dress your child each day in:

- Washable clothes that you don't mind possibly getting stained
- Fabrics that are cool and lightweight-it's a good idea to layer clothes, as mornings are often cooler than afternoons
- Running shoes for activities and sandals for activities that involve water.
- A hat and/or sunglasses for sunny days

How do I protect my child from the sun?

The best way to ensure protection from the sun is to wear sunscreen. Please send sunscreen that is labeled with your name to camp. We will prompt children to put

on sunscreen before going outside and will also assist with the application if necessary. We will also plan activities so that children are not out in the hot sun all day.

How do I protect my child from insect bites?

Please send labelled bug spray with your child to camp. We do go cray fishing and for nature hikes where there are insects. We will remind and assist children to apply bug spray before departing.

What happens during unpleasant weather?

On rainy days, children will participate in indoor activities and we may or may not go swimming, depending on the severity of the weather. During extreme heat or smog conditions, our program is adjusted to include activities that require less exertion and are conducted indoors or shaded areas. Campers are reminded to drink plenty of water throughout each day.

When will my child swim?

We walk to the public swimming pool each day and attend public swimming from 1-2PM daily (weather permitting). Please pack a bathing suit and towel each day. Lifejackets are provided at the pools where staff will assist children with putting them on. Staff will then be in the pool with the children and the pools are guarded. Children must pass a swim test conducted by the lifeguard in order to swim in the deep end of the pool.

Will my child be watching TV at camp?

We do have DVDs that we play for the children during snacks and lunch. We do this to keep the children quiet while they sit and eat their lunches. All movies played are appropriate for all age groups and never take the place of our activities. The only other time a child may watch our TVs are in AM or PM extended care. In extended care, it is the child's choice to do whatever activities they want as the rest of the children arrive.

What if my child needs medication at camp?

Please fill out a medication form to staff on-site. All medications need to be in the original container with your child's name and date of prescription. If the medication is for emergency use (ex. Inhaler or epi-pen), please send it in a waist pack so that it can be carried with your child.

What if my child loses something at camp?

Please do not send valuable items to camp (money or electronics). To help ensure that your child's belongings return at the end of the day, please label your child's items. Any found items at the end of the day will be collected and placed in the lost-and-found box at the camp site. You can look through this box at any time and claim your child's items. Items are held until the end of the summer, at which point unclaimed items are donated to children in need. The Town of Minto is not responsible for lost or stolen articles.

What rules must my child follow at camp?

- a) **DO NOT LEAVE THE GROUP:** Kids must not leave the group at any time or under any circumstances. Any child who leaves the group will have parents called for pick-up. Leaving is a zero tolerance policy.
- b) **RESPECT:** Kids must respect others, and understand that any bullying, racism, teasing or otherwise mean behavior will not be tolerated. Disrespect of Summer Adventures Camp property or that of our host sites will not be tolerated.
- c) **NO TOUCHING:** Hands and feet remain to themselves at all times
- d) **HAVE FUN**

How will my child be disciplined at camp?

Each site has a set of standard rules. All participants should be aware of these rules and the consequences of breaking the rules.

Minor Offence:

- a) Verbal Warning. The leader will explain what was done wrong and the appropriate behaviour.

- b) Time out or a special privilege is taken away (swimming, craft, game). Leader will explain appropriate behaviour to the child. An incident form will be completed.
- c) Phone call to parents by Recreation and Facilities Assistant or Adventure Camp Supervisor.

Major Offense: (i.e. fighting, constant swearing, running away)

- a) Verbal Warning. Explaining what was done wrong and the rules and consequences. An incident form will be completed.
- b) Phone call to parents by the Recreation and Facilities Assistant or Adventure Camp Supervisor

What qualifications or training does staff have?

All staff is required to be First Aid and CPR certified, obtain WHMIS training annually, vulnerable sector police check and be trained in the High Five program.

What is an LIT?

An LIT (leader in training) is a volunteer position for people entering grade 9 or higher in the upcoming school year. The LIT assists the leaders with various activities, including snack preparation. The LIT position can be used to go towards a student's high school community service hours. To become a LIT, contact the Town of Minto at 519.338.2511.

Does camp have themed sessions?

Yes! Each week is a different themed week where we do crafts and activities pertaining to that week's theme. 2018 themes will be set by June 1st.

M - March 12th to 16th

#1 - July 2nd to 6th

#2 - July 9th to 13th

#3 - July 16th to 20th

#4 - July 23rd to 27th

#5 - July 30th to August 3rd

#6 - August 7th to 10th

#7 - August 13th - 17th

#8 - August 20th - 24th

What is the cost and method of payment for Adventure Camp?

One day of camp is \$32/child. The weekly rate is \$140/child and \$125/child if there are two or more kids from the same family. Trips are extra and priced only to cover transportation and admissions costs.

To pay for camp, you can go into the Town of Minto office or pay on-site. Cash or cheque is accepted and cheques can be made payable to the Town of Minto. Once payment is received, a receipt will be given. Then at the end of the calendar year you will receive a tax receipt. Trips are an additional cost as well. See Appendix B for full summer session prices.

**Can I still get the weekly rate even if my child does not come consecutively?
Rather random days throughout the summer?**

Weekly rates apply on a per week basis only. They are not transferable.

Under what circumstances will I be refunded my payment?

You can make changes up to the Friday of the week prior for the following week without penalty. For example, modifying camp days required the week of July 9th would need to be made known no later than Friday July 6th. We staff according to pre-registration and appreciate your understanding in this regard.

A refund or credit will be granted and calculated as follows:

- a) Program cancellation by Recreation Department - full registration fee
- b) Last minute cancellations - non-refundable
- c) Cancellations due to medical reasons - full registration fee

What trips is the camp going on this summer?

We are going on three day trips and going to the Norgan Theatre in Palmerston three times this summer. A limited number of children will be able to attend these trips. There are permission forms to be signed and once returned will guarantee your child a spot on the trip. This will be a first come first serve basis. The dates of these trips are outlined below and the costs are also outlined.

Tuesday July 10th: TBD

Tuesday July 17th: Norgan Theatre

Wednesday July 25th: TBD

Thursday August 16th: Norgan Theatre

Thursday August 23rd: Wet 'n Wild Water Park

*Note: movies for the Norgan Theatre will not be decided until the week of camp, we cannot guarantee we will be able to see a particular movie.

Appendix A: Contact Information

Town of Minto Recreation Department

5941 Highway 89

Harriston, Ontario

N0G 1Z0

519-338-2511 (phone)

519-338-2005 (fax)

www.town.minto.on.ca

Summer Adventure Camp Supervisor

Grace Wilson

519-338-2511 ext. 243

camp@town.minto.on.ca

Appendix B: Session Prices

A regular day of Adventure Camp is \$32 and runs from 9:00am-4:00pm.

Weekly rate is \$140/child and \$125/child if two or more kids, same family.

<p>#1 - July 2nd to 6th: REGULAR WEEK</p>	<p style="text-align: center;">\$32/day per child \$140/child (week) or \$125/week each for 2+ kids same family</p>
<p>#2 - July 9th to 13th: TRIP WEEK</p>	<p style="text-align: center;">\$32/day, \$62 for Tuesday (trip day) \$170/child (week) or \$155/ week each for 2+ kids same family</p>
<p>#3 - July 16th to 20th: NORGAN WEEK</p>	<p style="text-align: center;">\$32/day per child, \$42 for Tuesday (trip day) \$150/child (week) or \$135/week each for 2+ kids same family</p>
<p>#4 - July 23rd to 27th: TRIP WEEK</p>	<p style="text-align: center;">\$32/day, \$62 for Wednesday (trip day) \$170/child (week) or \$155/ week each for 2+ kids same family</p>
<p>#5 - July 30th to August 3rd: REGULAR WEEK</p>	<p style="text-align: center;">\$32/day per child \$140/child (week) or \$125/week each for 2+ kids same family</p>
<p>#6 - August 7th to 10th: SHORT WEEK</p>	<p style="text-align: center;">\$32/day per child \$110/ child (week) or \$100/ week each for 2+ kids same family</p>
<p>#7 - August 13th to 17th: NORGAN WEEK</p>	<p style="text-align: center;">\$32/day per child, \$42 for Thursday (trip day) \$150/child (week) or \$135/week each for 2+ kids same family</p>
<p>#8 - August 20th to 24th: TRIP WEEK</p>	<p style="text-align: center;">\$32/day, \$62 for Thursday (trip day) \$170/child (week) or \$155/ week each for 2+ kids same family</p>