



Summer Camp 2019

HELLO PARENTS & GUARDIANS!

Thank you for registering your child for the Summer Recreation program. My name is Sarah Pilgrim and I will be the camp director this year. Whether you are a new or returning family I hope you are as excited about this year as I am! I am committed to providing your child(ren) with a safe environment to have an exciting, rewarding and most importantly fun summer. *This letter to parents/guardians includes everything you need to know about the summer program, including the **tentative overview of the schedule** for the entire summer.*

SUPERVISION

As mentioned above, camper safety is important to providing a fun camp. Here at Summer Rec we have an effective staff to camper ratio, which is determined by the age of the children to ensure your child is being cared for in a safe environment. Our diligent staff ensures that headcounts are done regularly and that campers are supervised at all times.

SCHEDULES & ABSENTEEISM

We have worked hard to develop a fun and exciting schedule that we hope your child will enjoy. Summer Rec 2019 will be held at the E.J. Broomfield Arena. Upon arrival on the first day of each week you will receive a camp schedule detailing the events planned for that week. We have a lot of activities planned that involve group participation, and in some instances leaving the school area. It is imperative you let me know in advance if your child is going to be absent. This should be done between the hours of 8:00am and 8:30am, you can contact me at 899-2847.

FULL DAY CAMP HOURS

Drop off will begin on Tuesday July 2nd at **8:00AM** at the E.J. Broomfield arena, ensure before leaving your child in our care that you sign them in for the day so we have a full record of who's attending the program. Drop off time will be over at 8:30 AM, as we adventure away from the arena often. Campers pick up time will begin at 3:45 PM, and campers must be picked up **no later than 4:15 PM**. For the safety of your child, either you or one of your safe release consents will be allowed to sign your camper out at the end of the day, unless you inform me prior to pick up. If you require extended hours, we offer a 7:30 AM drop off and a late pick up before 4:45 PM service. The service is \$15.00 per week and offers free play for the children.

ILLNESS POLICY

If your child becomes ill during camp hours, the parent/guardian will be notified immediately for pick up. If your child develops a fever, vomiting, diarrhea, rash, or complains of not feeling well, he/she will be isolated from the rest of the children and a call to the parent/guardian will be made to request that your child be removed from camp within one hour of being notified. If your child has a communicable disease (i.e. chicken pox, infection, etc.) a medical note from a doctor/clinic must be given to the Camp Director permitting your child's return to the program. This is for the safety of all campers in the program. If your child has experienced vomiting and/or diarrhea in more than one episode, or a fever of or exceeding 100 degrees prior to the start of the camp day, please do not bring your child to camp. When your child has been free of fever, vomiting, or diarrhea for a period of 24 hours, he/she may return to camp.

CLOTHING, SUNSCREEN & LOST AND FOUND

Campers should wear comfortable, weather appropriate clothing since we will be outdoors during the day. For their safety, campers **shall** wear and bring sunscreen, fly spray and any other sun protective articles you feel necessary (see campers list below). Once a week, Summer Rec will visit the North West River beach, and will as well be outdoors visiting the splash pad at Kinsmen Park often. The outings will require that each child has a shirt to wear over their bathing suit to promote sun safety and protect their skin from the sun's rays. Please ensure you talk to your child about their responsibility for their personal items, including wearing a shirt at the beach and the importance of protecting their skin from the sun. Counsellors, with their respected group of children, will be intermittently sun screening each child to enhance safety. **Please ensure that your child has been protected with sunscreen a half an hour before attending camp, as it takes this long to thoroughly protect their skin.** We are not responsible for any missing or lost items. We advise campers not to bring any valuable items. If we do find any missing items, there will be a **Lost and Found** box. We recommend that all your child belonging be mark with his or hers' name.

LUNCHES

Please remember to pack lunches and snacks that will not spoil. Two or more drinks are advisable, preferably in a refillable container as campers will be outdoors and active throughout their day. Please be sensitive to those campers with life threatening food allergies. Summer Rec is "**NUT AWARE**". We ask that you do not send products containing nuts or that may contain nuts, we have strict guidelines we will follow to ensure campers safety. Please remind your child(ren) they are not to share snacks with other campers.

SWIMMING & OUTDOOR WATER PLAY

Throughout the summer there will be multiple opportunities for your child to participate in swimming and water play. **Swimming at the pool will only be offered for the 8-12 age group twice a week on**

Monday's and Tuesday's from 2-3 PM. There will be a certified lifeguard on deck to supervise and maintain pool regulations, while your child's camp counselor will be in the pool with them. There will be scheduled water play events which will be outlined on the beginning of each week's schedule. There will also be times when we decide to take them out spontaneously when opportunities present itself, please ensure you pack water play cloths and extra clothes, so your child can enjoy the fun.

BIKING

Summer Rec has been using the Sprockids after-school bike program for the past previous summers. In short, Sprockids is a nationally certified mountain biking program designed to improve the youths biking skills, keep them active, and provides them an opportunity to get outdoor fitness outside of a group setting. We will be using parts of the next seven weeks to introduce your child to the concept of sprockids and encourage them to participate in the events! **Sprockids biking will take place every Thursday, so please ensure your child comes with their bike and appropriate safety equipment on these days.**

*****HELMETS REQUIRED*****

All age groups will need their bike for the scheduled Sprockids biking days!

CELL PHONES & ELECTRONICS POLICY

Campers are prohibited from using electronics while they are attending Summer Rec. There will be designated times (lunch, snack time) when your child will be allowed to use their electronic device. Any electronics taken to Summer Rec will be the responsibility of your child. We will not be held accountable if your child misplaces or breaks their electronic devices. If there is an emergency that warrants your child using their cell phone during scheduled events, let one of the staff know so we can accommodate your situation.

PICTURE POLICY

Upon registration, a photo release form will be given to parents to allow their child(ren) to have their picture taken and used in promotional activities by the Town of Happy Valley-Goose Bay in all media forms.

3 STRIKE POLICY

The Summer Recreation program recognizes the responsibility of staff to deal with disruptive behavior of campers. Staff will use approaches that are positive, supportive, consistent, and proactive based on logical consequences so that participants learn to take responsibility for their own actions and cooperate in the program. Under no circumstances will staff use physical coercion, verbal abuse, confinement, deprivation, humiliation, threats or sarcasm when working with children. Disruptive behavior will be handled in a fair and consistent manner, if the campers' behavior continues to escalate beyond the point of potentially jeopardizing the program the "3 strike" policy will be implemented. Incident reports will be filled once this program has been initiated.

1ST STRIKE: The child and respondent staff member will be pulled aside and spoken to by myself in order to determine the issue and its seriousness. After speaking with the child individually I will then inform the parent of the issue we had (potentially through phone call).

2ND STRIKE: Parents will be contacted immediately to attend a meeting with myself, the child and the respondent. The child will be removed from the program for the remainder of that day, and the child must return with an apology note.

3RD STRIKE: The child will be removed from the program for the remainder of the week. An incident report will be filled and given to the Community Director for further examination. I will set up a meeting with parents to determine whether the child's misbehavior warrants permanent removal from the program. Any further behavioral issues **WILL** warrant removal from the program.

In addition, each behavior is evaluated and in certain instance a behavior may lead to direct dismissal of the camp for the remaining of the summer.

BULLYING

I have a very strict **NO BULLYING** policy. If we have an issue with a child bullying (I.e hitting, fighting, verbal abuse), a meeting will be set up immediately with parents to address the seriousness of the issues. Children found bullying could be subject to permanent removal from the program. If your child ever comes to you complaining of being bullied while attending the Summer Rec program please alert me ASAP so we can deal with the situation.

These policies are in place to ensure that your children are having a safe and fun experience at Summer Rec. **The Staff, Parents and Children must all work together in order to make this a reality!**

Campers Checklist

Below is a list of items our campers need to pack to have a safe and fun summer!

Children must have indoor footwear to change into when entering the arena turf floor, outdoor footwear, and footwear they can wear to the splash pad that are able to get wet (sandals, water shoes, etc.)

Swim/Outdoor Wear:

- Bathing Suit (!!!with shirt to wear over it!!!)
- Towel
- Sunscreen
- Eye protection
- Insect repellent
- Outdoor footwear
- Hat
- Filled water bottle

One complete change of clean clothes

- Shirt
- Shorts
- Underwear
- Socks
- Light jacket / sweater

Summer Schedule:

We have three different age groups that we work with each summer to ensure developmental requirements are met. These age groups include ages 5-6, 7-8, and 9-12 and for the most part will be separated in different locations of our radius throughout the day to maintain staff: child ratios. The schedule below is an overview of locations, field trip days, and is tentative based on weather.

8:00AM-8:30AM	Centre opens, children arrive
8:30-10:00	Activities in the arena or at outdoor locations (Kinsmen Park, Steve's Playground, Husky Park) including Arts, Crafts, Science, Nature, Drama, and Recreation Games
10:00-10:15	Snack
10:15-12:00	Activities in the arena or at outdoor locations (Kinsmen Park, Steve's Playground, Husky Park) including Arts, Crafts, Science, Nature, Drama, and Recreation Games
12:00-1:00	Prepare for lunch, washroom and hand washing, lunch and lunch clean up
1:00-2:30	Activities in the arena or at outdoor locations (Kinsmen Park, Steve's Playground, Husky Park) including Arts, Crafts, Science, Nature, Drama, and Recreation Games
2:30-2:45	Snack
2:45-3:45	Activities in the arena or at outdoor locations (Kinsmen Park, Steve's Playground, Husky Park) including Arts, Crafts, Science, Nature, Drama, and Recreation Games
*3:45-4:15	Centre Closes, children are picked up

Please note...

- Monday and Tuesday afternoon from 2-3PM children aged 8-12 will be swimming at the Labrador Training Centre.
- Wednesdays are our Theme Days which parents will be aware of each week. The theme will include special events that your child may like to participate in including guest visits or field trips as well as days children will need to bring extra things to rec (for ex. During Halloween week,

Wednesdays would be the day your child(ren) comes to rec with a costume on). This information will be told to parents during pick up of the first day per each week.

- Thursdays are SprockKids Biking days – please ensure your child comes to rec with a bike and appropriate safety equipment. Summer rec does have spare bikes and helmets to borrow if your child does not own a bike.
- Fridays are North West River Beach days. We travel to the beautiful beach with the children each Friday to experience outdoor play. These days will change based on weather. We may switch the beach day to Thursday if the weather is calling to be nicer on that day. We will notify parents the day before this decision is made.
- Our schedule may vary as our curriculum emerges for special projects, field trips, guests and any changes to our schedule will be known to parents during pick up.
- Free play activities are not limited to, dramatic play, sensory, creative/cooking, spontaneous small group activities, fine and gross motor experiences, literacy, cognitive and science and discovery activities.
- Children are encouraged to use the washroom as they need; the washrooms will always be known to the children and will be easy for monitoring. Children will be asked and encouraged to wash their hands throughout the day, after using the washroom, coming in from outdoors, preparing for and after snack/lunch.

Thank you and we look forward to creating a safe and fun summer experience for your child(ren),

Sarah Pilgrim
Summer Rec Program Director

If you have any questions or concerns please feel free to contact:

Sarah Pilgrim, Summer Recreation Director at 899 – 2847 or summerrec@townhvgb.com