

It is our goal to provide families with a safe and enjoyable summer camp experience. We strongly believe that camp is an important time in a child's life. Our program design, staff selection and training, as well as our operation and management, are all geared towards ensuring that every child's camp memories are meaningful, memorable and fun.

We have an open door policy and welcome your suggestions and comments. Please introduce yourself to Supervisors and Counsellors while on site and we encourage you to discuss any questions you have with them.

We value children and are committed to making sure our camps are delivered in a way that respects and nurtures their development. Our staff are trained in HIGH FIVE® Principles of Healthy Child Development.

Allison Kushner
Community Recreation Supervisor
allison.kushner@ajax.ca
905-619-2529, ext. 7233

Moninder Nahar
Community Recreation Supervisor
moninder.nahar@ajax.ca
905-619-2529, ext. 7508

SUMMER CAMP HOTLINE - 905-619-2529 ext. CAMP (2267) SUMMER CAMP EMAIL - camps@ajax.ca

This number and email address will be available as of July 2nd, 2019. Prior to July 2nd, please contact 905-427-8811 (ACC), 905-428-7711 (MCC), or 905-427-2468 (ARC).

Please use the Summer Camp Hotline or email to let us know if...

- Camper information changes
- If your child is going to be away or late (please notify prior to 9:00 am)
- For a planned absence (ie. medical appointment or vacation)
- Your child has missed the bus
- You need to pick your child up early
- Camper authorized pick up information has changed
- There's been a change with the Emergency Contact Information
- You are moving
- Any phone numbers have changed
- A question regarding the day's activities
- You have any concerns

INCLUSION SERVICES

Parents/Guardians of a child with a special need must identify the need upon registration. All information will be treated with strict confidentiality and professionalism. We require this information in order to consult with you, increase staff awareness and assist us in making your child's experience as rewarding as possible. If your child requires one on one support please contact Victoria Schafer-Gumbs at 905-619-2529 x7259 or victoria.schafer-gumbs@ajax.ca

MEDICATION

The following procedures must be followed when sending medication to camp:

- You must read, sign and fill out the medication consent form (form can be requested at the front desk of any Community Centre or will be made available by camp staff)
- Send the medication to camp in the original prescribed container
- Only send the correct dosage for the day
- Any medication should be given directly to the Camp Supervisor to hold or be stored

EPIPENS

The following procedures must be followed when sending a child with an Epipen to camp:

- You must read, sign and fill out the Allergy Alert Poster and Epipen Consent Form (forms can be requested at the front desk of any Community Centre or will be made available by camp staff)
- You must send 2 Epipens to camp, 1 stays on the camper at all times, the other is secured in the Camp Office and will be returned at the end of the session
- If a camper forgets their Epipen and there is not a second Epipen stored in the Camp Office, the camper will be removed from the camp and a parent/guardian will be contacted to bring an Epipen or pick their child

ILLNESS

If your child is sick on a day of camp, please keep them home to avoid the spread of the illness. Contact the Summer Camp Hotline and they will notify the Camp Supervisor of your child's absence.

LATE PICK UP FEE

A fee of \$20/15 min will be charged to the parent/guardian for all participants who are picked up late from the camp program or busing. You will be required to pay the fee before you leave with your child.

ITEMS FROM HOME

Parents are asked **not** to send cell phones, toys, books, electronics, money or sharp objects to camp. Occasionally your child's counsellor may request specific items to be brought to camp. If this occurs, we will notify you in writing.

STAFF SUPERVISION AND PROFESSIONAL DEVELOPMENT

All staff have current Standard First Aid, CPR-C, HIGH FIVE® Principles of Healthy Child Development - a national certification, Criminal Record Check, and attend a comprehensive week-long, pre-summer training session. The average Counsellor/Camper ratio varies between 1:10 and 1:13.

CAMPER GROUPINGS

Camper groupings are determined by chronological age. If you wish to have your child placed in a group with friends, please ensure this information is received one week prior to the camp session. We will try to accommodate your request.

LUNCH & SNACK

- Each day your child will be required to bring a lunch, drink and two snacks. To avoid loss or confusion, place your child's name on his/her lunch
- Please send your child with a refillable water bottle
- Due to severe allergies, all snacks and lunches must be **nut free**

RAINY DAYS

All camps operate on rainy days. If it is raining at the start of the camp day, Trailblazers, Lake to Land Exploration, Skateboard Camp and Summer Blowout Camp (Paulynn Park) may be taken to one of the following locations by bus - The Village Arena or Ajax Community Centre. All other camps remain at their regularly assigned locations. Should inclement weather occur during camp, adequate shelter will be provided to accommodate all campers.

HEAT MANAGEMENT PLAN

Outdoor camps operate under the following conditions when temperatures are under 40 degrees Celsius with humidex:

- Staff will take daily conditions into account and plan activities accordingly
- Water breaks will be scheduled every 20 minutes
- Sunscreen will be applied every 2 hours or after swimming or water play

When temperatures exceed 40 degrees Celsius with humidex the following provisions will be made:

- Trailblazers, Lake to Land Exploration, Skateboard Camp and Summer Blowout Camp (Paulynn Park) relocate indoors
- All other camp programs will run at their scheduled locations (indoor facilities are on site).
- Outdoor play will be limited
- Out trips may be rescheduled as required depending on the nature of the activity planned

WHAT TO WEAR?

Please follow this outline to ensure your child is properly dressed for camp.

- Label all articles worn or brought to camp with your child's name
- Send camper in older clothing to avoid the frustration of good clothing being ruined
- Campers should bring a **hat** and **sunscreen**. **Bug repellent** is recommended for outdoor camps
- Dress campers according to weather
- Campers must wear **closed toed shoes**, not flip flops, Crocs or sandals. Running shoes are recommended
- For indoor camps, please send clean indoor shoes during inclement weather

LOST AND FOUND

Lost and found items are displayed repeatedly during the camp session at the camp site. At the end of every session, items are bagged and kept at the camp site. At the end of the summer all remaining items will be in the Ajax Community Centre lost and found box until September 6th, 2019. After that, items not claimed will be given to a charitable organization.

CAMPER PICK UP INFORMATION

The safety of the campers is our number one priority. It is imperative that the person registering the camper provides us with the names of all people permitted to pick up your child. Your child will not be released to anyone not on the list.

THERE IS NO EXCEPTION TO THIS RULE. If a name needs to be added to the pick-up list please call the Summer Camp Hotline at 905- 619-2529 ext. CAMP (2267) or email camps@ajax.ca starting July 2, 2019 or 905-427-8811,

905-428-7711, or 905-427-2468 prior to July 2, 2019.

SWIMMING

Some camps participate in recreational swimming at the Ajax Memorial Pool (unless stated otherwise) under the guidance of qualified lifeguards. Campers will be transported to the pool and back on our camp buses. Camps do not swim on the first day of a camp week. Swim information will be included in your child's first day letter.

On the first visit to the pool, your child will be screened for swimming ability and visually identified (coloured bracelet) for supervision according to skill level. While in the water, campers will also be supervised by camp staff. All campers are expected to change into proper swimming attire. All participants are encouraged to swim during swim times. Those not swimming will participate in alternate land activities.

*Children 6 years of age and younger will be required to wear a life jacket and remain in the shallow end regardless of swim ability. This is to meet the Town's Admission Standards.

PIZZA ORDERS

Pizza (\$2.50) can be purchased at the customer service desks at the Ajax and McLean Community Centre or Audley Recreation Centre and online at ajax.ca/ActiveAjax at the time of registration. Any pizza orders not completed at the time of registration can be amended at the customer service desk at any of our centres. Deadline to complete an amended pizza order will be the Wednesday at noon of each week. Pizza lunch takes place on Fridays.

Please Note: Only select camps participate in pizza lunch as indicated by the pizza symbol in the Summer Camp Guide.

SAFETY

It is extremely important that campers understand the rules & regulations established for the camp program. Counsellors will discuss these with the campers on the first day of camp. No child will be able to wander off unsupervised or leave the camper group at any time without permission. Failure to abide by the camp policies may lead to suspension or dismissal of campers from the program. Please discuss the importance of safety with your child prior to the first day of camp.

EMERGENCY TRANSPORTATION

Should an accident occur at camp, where your child needs to be taken to the hospital, emergency transportation will be provided. In all emergency situations the parents or emergency contacts will be notified. If a child must be taken to the hospital, a staff member will accompany the camper in the emergency vehicle and will wait at the hospital until the parents/guardians arrive. At no time will the child be left alone.

PHOTOGRAPHY POLICY

The Photography Policy allows you to take photographs of your own family only. If you wish to take a photo of the counsellor or any other camper, you must obtain permission from the counsellor and the parents/guardians of the other camper before taking any photos. In order to respect the privacy of all participants, any photos or videos taken are for personal use only and we ask that they are not posted to public social media websites (e.g. YouTube).