

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.

Ally Kushner
Community Recreation Supervisor (Children's Camps)
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905-619-2529, ext. 7233

Ashley Adams
Community Recreation Supervisor (Youth Camps)
ashley.adams@ajax.ca
905-619-2529, ext. 7508

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

This number will be available as of July 4th, 2022. Prior to July 4th, please contact 905-427-8811 (ACC), 905-428-7711 (MCC), or 905-427-2468 (ARC) or email camps@ajax.ca

Please use the Summer Camp Hotline or email camps@ajax.ca to let us know if:

- Camper information has changed
- Your child is going to be away or late (please notify prior to 8:30 a.m.)
- You have a planned absence (i.e. medical appointment or vacation)
- You need to pick your child up early
- Camper authorized pick-up information has changed
- There has been a change to the Emergency Contact Information
- You are moving
- Any phone numbers have changed
- You have a question regarding the day's activities
- Further questions or concerns

INCLUSION SERVICES

The Town of Ajax provides enhanced staff support to campers with support needs. Campers must be an Ajax resident in order to be eligible for a 1-1 support staff. Support is based upon available resources at the time of registration. Please contact Victoria Schafer-Gumbs at 905-619-2529, ext. 7259 or InclusionServices@ajax.ca if you have any questions or are planning on bringing in your own outside support worker to summer camp.

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 a lockbox and will be returned at the end of the day
- If a camper forgets their Epipens, a parent/guardian will be contacted to bring an Epipen or pick their child immediately

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.

ITEMS FROM HOME

Please do not send cell phones, toys, books, electronics, money, or sharp objects to camp. Personal items brought to camp should be limited. There will be no sharing of personal items between participants.

You will be notified in writing if your child is requested to bring specific items to camp.

WHAT TO BRING/WEAR?

- Dress campers according to weather
- Campers must wear closed-toe shoes - no flip flops, crocs or sandals. Running shoes are recommended.
- For indoor camps, please send clean indoor shoes during inclement weather
- Hat and sunscreen
- Bug repellent is recommended for outdoor camps
- Label all articles worn or brought to camp with your child's name
- Send camper in older 'play' clothing

LUNCH & SNACK

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

FRIDAY PIZZA LUNCH

On Fridays, select camps participate in pizza lunch as indicated by the word "pizza" in the Activity Title. Pizza lunches will be supplied by Panago Pizza.

Please note: All orders or changes to orders must be completed by the Sunday before the start of the camp week. To purchase pizza:

1. Visit www.healthyhunger.ca
2. Select "REGISTER YOUR STUDENT" and create your account
3. Login and add your child(ren) to your account
4. Under "Select City" choose Ajax
5. Under "Select School" choose Town of Ajax
6. Under "Select Grade" choose the camp your child(ren) will be attending
7. Repeat steps 3-7 for each camp you'd like to add pizza to
8. Place your order and make payment online

CAMPER PICK UP INFORMATION/SIGN-IN AND SIGN-OUT PROCEDURES

Please bring your child to the designated drop off area at the start of each camp day to sign-in. Please ensure that when you or the authorized pick-up person returns to pick-up the child that the child is signed out directly with the Camp Supervisor.

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. The camp supervisor requires written consent from parents/guardians in advance each time a child is to be released to an adult other than themselves or their authorized caregivers.

To add a name to the pick-up list prior to July 4, 2022, call 905-427-8811 (ACC), 905-428-7711 (MCC), or 905-427-2468 (ARC) or email camps@ajax.ca

Starting July 4, 2022, call 905-619-2529 ext. CAMP (2267) or email camps@ajax.ca to add a name to the pick-up list.

A child who is 10 or older may leave the program by themselves, and at any time, if the parent/guardian has agreed to it on the registration form or with a signed note from the parent/guardian.

If your child is 9 or under, and going to the same home as an older sibling, they may walk home together. Otherwise, a caregiver 14 years or older must pick your child up.

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 camp

STAFF SUPERVISION AND PROFESSIONAL DEVELOPMENT

All staff have current Standard First Aid, CPR-C, HIGH FIVE® Principles of Healthy Child Development - a provincial certification, criminal record check, attend a comprehensive week-long, pre-summer training session and have received additional Health & Safety training.

COUNSELLOR AND GROUP REQUESTS

- Staff to Camper Ratio ranges between 1:10 and 1:13 (depending on age of campers).
- Groups are based on chronological age
- Please notify us at the time of registration if you wish to have your child placed in a group with a sibling or friend. We will try our best to accommodate your request.

CAMPER AGE GUIDELINES

For those camps listed for ages 4-7 years old, your child must be 4 years of age or older at the start of the camp week. There will be no age exceptions made for campers under the age of 4 years old.

For most camps listed 5 years old and older, you may register your child if their age falls within the calendar year.

Please note: No age exceptions will be made for the following camps: Kindercamp, Mini Treasure Hunters, Saplings, Trailblazers – Cardinals, Dodgeball!, Sports Centre, and Skateboard Camp.

Please email camps@ajax.ca or call 905-619-2529 ext. 7233 (Children's Camps), ext. 7508 (Youth Camps), ext. 7259 (Contracted Service Provider Camps) to discuss any age exception requests.

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.

LOST AND FOUND

Lost and Found from each camp will be held and stored until the end of the week where it will be displayed for the campers to retrieve their belongings. All unclaimed items will be brought to the Lost and Found box at the Ajax Community Centre and will have a deadline date to be picked up of **September 9th**

Parents inquiring about left behind items can email camps@ajax.ca or ask the Camp Supervisor at sign-in.

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).

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 supervised land activities.

All campers 6 years old and younger **must** wear a lifejacket and remain in the shallow end, regardless of swim ability. This is to meet the Town's Admission Standards. They will swim with a camp counsellor in the water.

Campers 7 years of age and older can take the swim test, with parent/guardian consent, in order to swim in the deep end of the pool.

Campers aged 7-9 who do not pass/take the swim test will swim with a staff member in the shallow end of the pool. Campers 10 years of age and older who do not pass/take the swim test will swim in the shallow end of the pool.

RAINY DAYS

All camps operate on rainy days. If it is raining at the start of the camp day, Trailblazers, Lake to Land, and Summer Blowout Camp (Paulynn Park) may be taken to one of the following locations by bus - Ajax Community Centre or Audley Recreation 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. The Summer Camp Hotline will be updated to inform whether or not the above camps have been moved.

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 water play.

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

- All camp programs will run indoors at their scheduled locations.
- Outdoor play will be limited.

Ajax Trailblazers, Lake to Land, and Summer Blowout Camp (Paulynn Park) will be relocated by bus to the Ajax Community Centre or Audley Recreation Centre. These camps will return to their locations by 3:30pm to get ready for end of the day sign-out. The Summer Camp Hotline will be updated to inform whether or not the above camps have been moved.

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 until the parents/guardians arrive. At no time will the child be left alone.