

# Virtual Summer Camper Handbook 2021

## Important Information

Daily online sessions: 11:00 am to 12:00 pm (EST)  
July 12-16, 2021 and August 16-20, 2021

Please login to waiting room 5 minutes prior to start of session.

Platform: We will be using Microsoft Teams. This can be used for free in any web browser, downloaded in the app store and is part of the Microsoft suite of programs.

## Camper Conduct

Brock is committed to creating a sense of belonging and providing an enriching experience for all campers. Therefore, our campers are expected to demonstrate respect for the dignity and rights of all others. Campers are asked to be fully alert and ready for the fun of camp when they log in!

The following behavior will not be tolerated:

- Language that is offensive or crude (in chat or conversation)
- Bullying, fighting or other aggressive behavior
- Inappropriate clothing or backgrounds (i.e., explicit message on shirt or hat)
- Using Microsoft Teams inappropriately or behaving in a distracting manner

## Virtual Camp Safety Management

Youth University has very strict policies pertaining to our online programs. Only registered camper will receive the MS Teams link. When campers enter the meeting, they will be in the “lobby” until the camp team allows them in. If you can please use the same email for registration as you use for logging into MS Teams so we know who is there.

Each camper is encouraged to have their parent/guardian sign them in and say hi. Two camp staff will be in the meeting to monitor conversation, the chat and any breakout rooms.

We may record the get togethers for internal training and feedback purposes but these recordings will not be used for any marketing or promotions. We will take screen shots and these may be used for marketing and to share on our social media.

## Cancellation Policy

We recognize that life is full of surprises, but we also have obligations to our staff and suppliers. Camp fees can be refunded in full up until **July 2, 2021**. Following this date, all fees become non-refundable.

## Materials List

Each camper will receive a complete virtual camp kit that will contain any unique materials, along with a camper t-shirt! These kits will be mailed, dropped off or can be picked up on campus prior to the week of camp. These arrangements will be made directly with each camper. All other materials will be common household or grocery items

(see below). There are some activities that will be messy and we ask that your camper be set up for camp that day in at a location appropriate for mess (i.e., kitchen).

**The most important thing is campers bring an attitude ready to participate!**

They will also need:

- Computer or Tablet with Internet and the ability to use MS Teams
- Spacing in front of the computer to move their chair and do standing activities or exercises
- Space near the computer to work on projects

## **Contact Us**

As always, we are here to help. We are currently remote, therefore the best way to get in touch is by emailing [youthuniversity@brocku.ca](mailto:youthuniversity@brocku.ca). We check this email on weekdays from 9:00 a.m. to 5:00 p.m. EST.