

2018 Participant Package



Welcome:

Welcome and thank you for joining us for the Town of Tecumseh Summer Day Camp Program. We look forward to many fun-filled days with all the campers. There are many exciting events and activities planned throughout the summer. Please take a moment to review the registration and day camp guidelines. ***Please return all forms in this package prior to your child(ren) attending Day Camp.***

Camp Location:

The Camp will operate out of the following locations:

<i>Program Dates</i>	<i>Camp Location</i>
Friday, June 29	Tecumseh Arena – 12021 McNorton Street
Tuesday July 3 – Friday, July 6 (4-day week)	Tecumseh Arena – 12021 McNorton Street
Monday, July 9 – Friday, July 13	St. Pius X School - 644 Lacasse Blvd.
Monday, July 16 – Friday, July 20	St. Pius X School - 644 Lacasse Blvd.
Monday, July 23 – Friday, July 27	St. Pius X School - 644 Lacasse Blvd.
Monday, July 30 – Friday, August 3	St. Pius X School - 644 Lacasse Blvd.
Tuesday, August 7 – Friday, August 10 (4-day week)	St. Pius X School - 644 Lacasse Blvd.
Monday, August 13 – Friday, August 17	St. Pius X School - 644 Lacasse Blvd.
Monday, August 20 – Friday, August 24	Tecumseh Arena – 12021 McNorton Street
Monday, August 27 – Friday, August 31	Tecumseh Arena – 12021 McNorton Street

Camp Hours and Extended Supervision Times:

The Camp programming begins at 9:00 a.m. and ends at 4:00 p.m., Monday through Friday (except holidays). Campers are encouraged to arrive to camp by 9:00 a.m. Please check departure times for scheduled off-site special events as they may vary from week to week.

Extended supervision is available for early drop-off starting at 7:30 a.m. at no additional fee. During this time, quiet activities will be available to entertain the campers till the program begins at 9:00 a.m. Extended supervision is also available for late pick-up till 5:30 p.m. at no additional fee. Quiet activities will be available to entertain campers until their parent/guardian picks them up. It is imperative that children are picked up no later than 5:30 p.m. ***Late fees are applicable after 5:30 p.m. and will be charged to clients' accounts (\$10.00 / child for every 30 minutes or any part thereof).***

Registration and Special Event Fees:

In order to help us provide the appropriate number of staff for supervision of the children, please register as soon as possible. Early registration will secure camp participation and avoid disappointment. Payment is required prior to attending camp.

All registrations are processed at the Recreation office located within Tecumseh Arena. Please note that Day Camp Coordinators cannot process registration. Please ensure that you contact the administrative staff in the Recreation office to process your registrations in advance to attending the camp.

**The minimum registration deadline for regular day camp is 12 noon the day prior.
The minimum registration deadline for Specialty Camps is one-week prior.**

The weekly fee for the Regular Summer Day Camp program is \$138 and includes the weekly scheduled special event. The rate has been adjusted to \$118 for the Canada Day and Civic holiday, 4-day week. Registration fees for Specialty Camps will vary week to week; depending on the program.

For those campers that choose to attend the Regular Summer Day Camp program on a day-to-day basis, the fee is \$35 per day plus \$15 for participation on scheduled special event days.

Program Refund Policy:

Missed camp days cannot be made up and do not qualify for a refund. Camp programming interrupted by inclement weather, power failure, building evacuation, mechanical difficulties, pool fouling or other unforeseen circumstances will not be made up or refunded.

A camper may withdraw from camp up to 5 business days prior to the program start date, in writing, by completing a refund request form. Consideration for all refund requests will be given as long as the request meets the criteria noted in the Activity Guide. All refunds will be processed according to the criteria noted in the Activity Guide and submission does not guarantee a refund. Please allow 4-6 weeks for refund processing. Please note, non-attendance and/or notification to camp staff does not constitute a notice of withdrawal.

All requests for transfers must be received in writing 5 business days or more prior to the program start date. Customers will receive a full refund if they cancel in writing at least 5 business days prior to the first day of the program. Refunds for course materials or excursions/field-trips/special events will not be issued if proper written notification is not received. Program transfers are permitted if program space is available.

Special Event Days:

Each week, a special event is scheduled that may or may not include an off-site excursion. Special events are typically scheduled as an afternoon activity in order that the specialty camp participants may also participate. Dates scheduled for the special events are:

DATE	EVENT
Wednesday, July 4 th	Goofy Golf at On the Green
Wednesday, July 11 th	Croc a Doodle
Wednesday, July 18 th	Colasanti's
Wednesday, July 25 th	Movies
Wednesday, August 1 st	Wildwood RV Resort
Wednesday, August 8 th	Bowling
Wednesday, August 15 th	Sky Zone
Friday, August 24 th	Tecumseh Corn Festival
Wednesday, August 29 th	Zoo2You

All special events are subject to change.

In order for our staff to be familiar with your child, new campers must have attended Day Camp for at least one day prior to the scheduled Special Event Day.

Off-site special event day departures and return times will vary week to week. This information will be posted each week at the sign-in table. If a camper misses the bus for the special event, parents/guardians will have the option of taking their child(ren) home or transporting them to the special event location.

Scheduled special event destinations may be changed due to unforeseen circumstances (i.e. weather conditions, closures). Special events will not have a rain date, and if the weather does not cooperate, the event may be cancelled. Refunds will not be given for missed or cancelled special events.

Unless otherwise noted, children must bring a lunch for all special event days.

All children registered for camp on a scheduled special event day must attend the special event, as there is no additional staff at the Camp Facility to supervise children.

Specialty Camps:

Each week, campers are offered the choice to register for a Specialty Camp that provides unique program instruction and activities. Specialty Camp Campers will participate in the regular day camp program but during certain periods of the day, the specialty camp campers will break off with the Specialty Camp Instructor. The Specialty Camp location will correspond with the Regular Camp location.



Junior Firefighter Camp – July 3 to July 6	\$135.00
The program provide campers with an opportunity to learn about fire safety and gain insight into the career of a firefighter. The campers will learn about fire safety topics and be given opportunities to engage in hands-on learning with hoses, trucks, extinguishers and more.	
Age: 8-12	



Art Camp – July 9 to 13	\$190.00
Young artists will explore elements of design and composition using various media. Each day a new project will be completed. Campers learn technical skills, art history and will learn to discuss their work and ideas in a positive, peer environment with the full studio experience.	
Age: 6-12	



Mad Science Camp – July 16 to 20	\$215.00
This camp transforms laboratory science into fun, interactive learning experiences. Campers become junior scientists as each day they embark on a new science adventure.	
Age: 6-12	



Superstar Camp – July 23 to 27	\$175.00
Get ready to move and groove and sing along to some of your favourite tunes with B Natural Music School. Campers will engage in a full range of playful and educational music activities and games while learning some of their favourite songs and exploring all kinds of instruments.	
Age: 6-12	



Home Alone Camp – July 30 to August 3	\$155.00
Designed to prepare children to be safe while home alone through interactive lessons and role play that help both you and your child feel more confident when he/she is home alone.	
Age: 9-12	



Multi Sports Camp – August 7 to 10	\$135.00
Campers will explore the fundamental skills needed to play a wide variety of their favourite sports, while also learning new skills in some more unfamiliar sports.	
Ages: 5-12	



Bricks 4 Kidz® Camp with LEGO® Technic – August 13 - 17	\$200.00
Campers will learn to build exciting models incorporating LEGO® Technic bricks, axels, pulleys, gears and motors. Campers will experience 'hands-on' fun of model building as they explore topics such as Famous Inventions, Space Adventure, Travel, Energy, Machines and more.	
Age: 5-12	



Master Chef Camp – August 20 to 24	\$155.00
Campers will gain skills in the kitchen with a focus on safety while having fun creating a recipe book to take home.	
Age: 8-12	



Tae Kwon Do Camp – August 27 to August 31	\$155.00
Campers will be introduced to the basic fundamentals of traditional martial arts that will enhance ones spirit and life through training the body and mind.	
Age: 6-12	

Sign-In/Out Procedures:

All parents/guardians are required to accompany their child(ren) into/out of the Day Camp program area upon their arrival/departure. Please sign in your child upon arrival and departure indicating the times on the sign-in/out sheet located in the camp facility. Please notify the Recreation Office if someone other than those listed on your information sheet will be picking up your child(ren). Identification, as well as, your personal password will be requested of individuals picking up your child(ren).



Hot Lunches:

Hot lunches may be available throughout the summer depending on the camp program schedule. Hot lunches include a nominal fee and are completely optional. Fees for hot lunches will be due and payable a minimum of one day prior to scheduled lunch.

Allergies:

With the increased number of peanut allergies amongst children today, we endeavor to ensure that our camp is a peanut free camp. We ask that all campers do not bring nuts and/or peanut butter as part of their snack or lunch. Please remind your child that sharing food products with other campers is not permitted. Signage will be posted at the sign-in table if any other allergies are brought to our attention.



Photographs:

In order to publicize our programs, the Parks and Recreation Department may take photos of campers involved in various programs and events. The photos will be used in Town publications, and are not for sale. If you do not wish your picture or your child's picture to be used, please inform us in writing.



Our facilities and parks are open to the public and media personnel frequently visit unannounced to take photos and video. If you are a regular participant in our programs and you do not want your image to be published, please inform us at registration. We will make every effort possible to ensure that your child is not photographed or filmed by visiting media.

Swimming:

During the camp program, campers will be attending a public swim session at the Tecumseh Leisure Pool located in Lacasse Park; (weather permitting). Please refer to your day camp events calendar for scheduled swim days. **All campers are required to bring a bathing suit, towel, and sunscreen with them.** All registered day campers must attend as all staff will be at the pool supervising the children.



Skating:

During the weeks when the camp is located at the Tecumseh Arena, campers will enjoy a skate on the ice. Campers are required to wear ice skates and helmets while on the ice. Skaters are reminded to bring pants, sweaters, jackets, and gloves. For those campers not comfortable with ice skating, other supervised activities will be scheduled.



Age Groups: For safety reasons, campers may be organized into age appropriate groups and activities.

Things to Bring: It is necessary that all campers bring the following items with them each day:

- A weather appropriate jacket
- Hat
- Indoor running shoes (no black soled shoes please!)
- A morning and afternoon healthy snack and drink
- A lunch
- Extra water and/or juice for hot summer days (no glass containers)
- Sunscreen
- Bug Spray (optional)
- Swimsuit, towel and water shoes (water games and activities are a regular part of our fun-filled days!)
- Skates, helmet, warm clothing for scheduled skating days
- **Note: Please be aware of the special events that are planned and bring appropriate clothing!**
- **Note: Please do not send your child with flip-flops... we are a very active camp!**

All items brought to day camp should be clearly identified with the camper's first and last name and stored in a backpack or lunch pail.

Please do not send toys, Game Boys, I-pods, valuables, etc. to day camp!

Please note that we are not responsible for lost or stolen articles.

2018 SUMMER DAY CAMP INFORMATION SHEET

***Please complete Pages 6-10 and return to the Parks & Rec Administrative Office before your child's first day.**

Child's Name _____
Last Name First Name

Birthdate _____ Age _____
(MM/DD/YY)

Address _____ Postal Code _____

Home Phone _____

Parent 1 Name _____
Last Name First Name

Cell Number _____ Work Number _____

Parent 2 Name _____
Last Name First Name

Cell Number _____ Work Number _____

In the case the parent(s)/caregiver cannot be reached, we should contact:

_____ Relationship _____ Phone _____

_____ Relationship _____ Phone _____

Does your child receive any support and/or special assistance at school? **Yes** **No**

If yes, please describe.

Please list **ALL** people authorized to sign your child in and/or out of day camp.

Child's Name: _____
Last Name First Name

Medical Information: Please list any medical conditions we should be aware of (ie. usage of an Epi-pen*, allergies, physical disabilities, emotional concerns, learning disabilities) or any other pertinent information we should know about your child. Please use additional paper, if required.

Will your child need any **medication** while in our program? Yes No

If **yes**, do you grant your child permission to take his/her medication as directed in the chart below?

Yes No

If **yes**, please send a recent photo of your child, so we can attach to his/her medication chart.

Medication must not be stored with personal belongings (i.e. backpacks, lunch bags).

Medication	Prescrip. #	Dose	Time(s)	Signature

Mental Health: The Town of Tecumseh Parks and Recreation Department recognizes mental health issues are able to effect people of any age. If your child shows any signs of mental health related concerns or has special coping mechanisms for certain situations, Day Camp staffers and coordinators would like to help to the best of their ability. In this instance, please use the following area below to mention signs or mechanisms that can help Day Camp staffers support your child. If there are any special concerns, you can also call the Parks and Recreation Department in order to set up a meeting with the Day Camp Councillors and Department Managers to discuss this further in detail.

PLEASE NOTE:

Day Camp staff will monitor but cannot administer medication. Medication can be stored and your child(ren) reminded to take it according to written instructions. Furthermore, staff is not responsible for any "missed doses". We will try our best to avoid this situation. Medication (including Epi-pens) must be submitted to our office in its original prescribed bottle with your child's name on it. *Anaphylaxis management and the use of epinephrine auto-injectors (Epi-pen or Twinject) at day camp is a shared responsibility. Practicing emergency drills with your child results in effective emergency response in the case of a reaction. Allergic campers must be mindful of their allergies. They should:

- a) carry at least one epinephrine auto-injector (Epi-pen or Twinject) as age appropriate
- b) wear medical identification (e.g. MedicAlert)
- c) inform staff if he/she suspects a reaction is happening
- d) ensure that asthma is well controlled

In the case of a camper experiencing a severe, potentially life threatening allergic reaction, staff will administer the epinephrine auto-injector and call 911.

OHIP # _____

Doctor's Name _____ Doctor's # _____

Child's Name: _____
Last Name First Name

Movies: Movies are occasionally shown during day camp. All movies shown are rated "G" or "PG". Since movie lists continue to grow from year to year, it is impossible to list all the movies that may be shown to your child/children. Therefore, if there are ANY movies that you DO NOT want your child /children to view, please list below. Our staff will ensure that these movies are not viewed while your child is attending.

Sun Sense: It is recommended that children arrive at day camp with sunscreen on and have sunscreen (labeled with your child's name) available in their backpacks for additional applications. Please note that Day Camp staff are not permitted to apply sunscreen onto the campers. Day Camp staff will provide frequent reminders throughout the day to campers to ensure that they have applied sunscreen. Parents are asked show their child how to apply sunscreen to themselves (remember to include cheeks, nose, top of ears, back of the neck and knees).

If your child does not have sunscreen with them, do we have your permission to make it available to them?
Yes No

Attention! My child has an allergy to some sunscreens. Yes No

Behaviour Contract: Town of Tecumseh Recreation Department reserves the right to ask parents to withdraw their child(ren) from the Day Camp if basic behaviour expectations are not met. The Town has adopted a Behaviour Contract to provide guidelines to campers on unacceptable behaviour and consequences. Please read through the contract with your child and return a signed copy to the Recreation Office.

Examples include, but are not limited to:

- verbal or physical abuse against campers or counselors
- stealing or any other illegal actions
- behaviour that causes constant distraction for other campers or counselors
- constant disregard for the counselor's direction

Medical Care: Upon signing this form, permission is given to the Town of Tecumseh, Department of Parks & Recreation or its representatives to seek medical care in the case of an emergency for the above person(s). Any costs incurred for medical care will be the responsibility of the parent and/or guardian.

I, _____ the parent/guardian of _____
have read and understand ALL of the information in this Day Camp package including the information sheet, consent form, information pertaining medical information, sun sense, behavior policy, registration, sign in/out, refunds, credits and absenteeism.

Signature of Parent/Guardian

Date

The personal information on this form is authorized by Town of Tecumseh's Parks and Recreation administrative procedures and through the mandate of the Town of Tecumseh, which is, to provide recreational programs to the citizens of the Town of Tecumseh. This information is used for the purpose of program registration only.

PARENT CONSENT FORM

RELEASE AND INDEMNITY

Name of Participant: _____

Address: _____

Postal Code: _____ Phone: _____

Event: ALL SUMMER DAY CAMP PROGRAMS & EVENTS

I _____, the Participant's Parent/Guardian, hereby grant my son/daughter/ward, _____ (participant), permission to participate in the events noted above commencing on **June 29, 2018** and ending on **August 31, 2018**

The Participant and I do hereby release the Town of Tecumseh, its servants, agents, and employees from all claims, demands, liabilities, actions, or causes of action in any way arising out of the above Programs and Events including the Participant's participation in the above Programs and Events and use of any associated facilities.

Without restricting the generality of the foregoing, the Participant and I do hereby release and forever discharge the Town of Tecumseh, its servants, agents, and employees from all claims, demands, liabilities, actions, or causes of action for personal injury or death or damage to property (whether or not owned by the Participant) which may be sustained during the said Programs and Events and such participation and use, save and except as may arise from acts of negligence by the Town of Tecumseh, its servants, agents and employees.

The Participant and I further agree to defend, indemnify and save harmless the Town of Tecumseh, its servants, agents and employees from any and all claims, demands of liabilities which may be made by third parties in any way referable to the said Programs and Events or such participation or use.

This Release and Indemnity shall be binding upon the Participant, me, the Participant's Parent/Guardian and our respective heirs, executors, and administrators and shall inure to the benefit of the Town of Tecumseh, its servants, agents and employees and its successors and assigns and their heirs, executors, administrators and successors, respectively.

Dated this _____ day of _____, 20_____

Participant's Parent or Guardian (signature)

Name (print)

SUMMER DAY CAMP 2018

PARENT CONTRACT

Dear Parent / Guardian:

Summer Day Camp 2018 attempts to meet the special needs of each individual child. Our Day Camp Program, however, is very large and slightly less structured than the traditional classroom setting.

As a result, we expect that all campers abide by a high standard of behaviour. This involves displaying the ability to interact with peers appropriately, to communicate effectively with others, and to use appropriate coping skills. Day Camp encourages the development of positive relationships. We, therefore, cannot accept aggressive or defiant behaviour (i.e. verbal and physical altercations, constant refusal to follow directions, etc.).

The Summer Day Camp staff utilizes effective discipline procedures, including warnings, educations, redirection and time-out. If a child consistently engages in aggressive, defiant or non-compliant behaviour and/or fails to display improvement despite behaviour management interventions, the child may be suspended or dismissed from the Summer Day Camp program. This will be discussed at length at a parent-staff conference. We request that you as a parent/guardian please advise your child of these conditions.

In order to ensure that all campers have a positive experience, the Town of Tecumseh wants all parents and guardians to know that the physical and emotional safety of each camper is our number one priority. Therefore, at the Town of Tecumseh Day Camp, bullying is inexcusable and is grounds for immediate dismissal from camp without refund.

Thank you for your cooperation in helping to make this Summer Day Camp fun and enjoyable for everyone!

Sincerely,

Summer Day Camp Coordinator

If the rules are not followed and the behaviour contract is broken, the standard discipline process as follows:

1. WARNING
2. TIME-OUT #1
3. TIME-OUT #2
4. TIME-OUT #3
5. CALL/LETTER HOME
6. MEETING BETWEEN COORDINATOR(S) AND PARENTS

The Town of Tecumseh reserves the right to remove any participant(s) from the program at any time if it deems behaviour to be unacceptable and not within the expected standard of behavior.

Child's Name _____
Last Name First Name

Parent's Signature Date