



Welcome To Summer Camps!

We are thrilled that you have chosen the City of Burlington and we promise to make your summer one that you will always remember. In this letter, you will find important information about camps, policies and procedures as well as information about our operations, trips and much more. We hope that you find this information helpful in preparing for what is certain to be one of your best camp experiences yet!

About our camps

Our summer camps provide memories that last a lifetime and the City of Burlington is committed to creating a safe and welcoming environment for your child. Our goal is to provide a positive, fun-filled program where your child can learn and experience the 6-C's: Creativity, Cooperation, Commitment, Competence and Confidence in a Caring environment. Our programs are: safe and well supervised, engage participants through age-appropriate activities, promote active living and develop new skills, social interaction, leadership, team work and fair play!

HIGH FIVE

The City of Burlington is a registered member participant for HIGH FIVE. As a parent, you can make sure that the quality of the program continues to be maintained and improved by: talking to your child, making your opinion know to staff and completing program evaluations forms. For more information on HIGH FIVE, please visit www.highfive.org

The City of Burlington is on the road to HIGH FIVE Accreditation, which is the highest recognized level of quality and safety in children's sport and recreation. Through the summer we will be ensuring that your child experiences the 5 principles of HIGH FIVE:

- **Friends** - Friends help introduce children to the bigger world beyond their family, share in humour, test loyalty, form their first audience and offer support and criticism.
- **Participation** - According to this principle, children need to make choices, have a voice and do things by and for themselves.
- **Play** - Play stresses fun, creativity and cooperation. Play allows children to shape their environment, use their imaginations and enjoy the activities they are involved in.
- **Mastery** - Mastery means providing children with activities and tasks that make them feel they are special, important and succeeding.
- **A Caring Adult** - Caring, positive and supportive relationships with adults help children 6 to 12 years old develop positive social skills, self-esteem and self-confidence.



About our staff

All of our staff are trained in HIGH FIVE Healthy Child Development. Each program location is staffed by a minimum of 2 caring and qualified leaders. Our camp staff are university, college and high school students committed to your child's safety and enjoyment. All camp staff have: first aid/CPR, criminal reference check, as well as extensive training in leadership skills, program planning, risk management, communication, behavior management, problem solving, to name a few. Each program site has an on-site Supervisor known as the Senior Leader. These supervisors receive additional training in all areas of supervision and are your first point of contact to address camp comments and questions.

What I need to know for camp?

- **Holidays:** There will be no camp program on Monday, July 1, 2013 (Canada Day) and Monday, August 5, 2013 (Civic Holiday).
- **Biggest Little Night:** Join us "Under the Big Top" for the City of Burlington's Biggest Little Night. This free, annual carnival is for program participants, their parents, and members of the community. The event will take place on Thursday July 11, 2013 from 6pm until 8:30pm at Brant Hills Community Centre. The night will be filled with games, special guests, entertainment and fun surprises.
- **What to bring to camp:** sunscreen, hat, peanut-free lunch, 2 peanut-free snacks, labeled water bottle/jug (reusable), running shoes (for safety, please keep sandals at home), active clothes that can tolerate some camp fun and a completed Participant Information Form (available at www.burlington.ca/camps and at each camp site).
- **Extreme Weather:** Our camp programs seek to actively engage campers outdoors as much as possible. If you are concerned of your child's health due to the air quality of temperature, we encourage you to keep your child home for the day as not all program facilities are air-conditioned. Should you have any questions about air quality in the Halton-Peel area, check out www.airqualityontario.com/reports/summary.php. During a declared heat event, staff will ensure children are in shaded areas, have access to water and will focus on low intensity games/activities.
- **Photographs:** Occasionally photographs may be taken either by the Parks & Recreation staff or local papers for promotional purposes. If you have any objections to your child being photographed, please inform the Senior Leader and make a note of it on your child's participant information form and photo release form.
- **Camp Calendars:** Please see your on-site leaders for a detailed calendar of events at your camp location. To ensure up-to-date information, these calendars are available at the end of June and can also be accessed online through our website. www.burlington.ca/camps



- **Trips:** Please note that there is no program on-site on trip days and that the City of Burlington is not responsible for children/youth that show up to camp on scheduled trip days and are not registered for the trip. Refer to our trip section outlined in our Live and Play guide and on our website for more information at www.burlington.ca/camps
- **Supervision:** City of Burlington provides 100% supervision of your child at all times both on and off-site. For off-site trips ratios are decreased to provide a quality trip experience. If you have any questions about trips or supervision, inquire with the senior leader at your camp site.
- **Arrival/Dismissal:** Parents/Guardians are required to sign their child(ren) into programs as part of our safe arrival and dismissal procedure. Participants will only be released to those indicated on the Participant Information Form. Anyone picking up a child, may be asked for picture ID and must sign the child out of the program. For Youth programs, youth are able to walk/Bike Home on their own as long as it is noted on the participant information form.

Illness/ allergies & Medication

Communicable Illness: Given the nature of camp programs, contact with communicable illnesses such as the flu and chicken pox can be possible. We are dedicated to assist with the prevention of spreading such illnesses. We do this through providing information on the prevention of spreading germs, frequent hand washing within program times and maintain a clean facility. For further information please contact the Halton Region Health Department www.halton.ca

Please keep your child at home in the following circumstances:

- If during the past 8 hours, your child has a temperature of 101 degrees or more
- If your child has persistent heavy nasal discharge/heavy cough that is contagious
- If your child has a skin eruption or undiagnosed rash
- If your child has redness of his/her eyelid linings or an irritation on the eyes followed by swelling or discharge
- If your child is vomiting
- If your child has difficult or rapid breathing
- If your child is unusually fussy, cranky, generally not him/herself, and the cause is undetermined
- If he/she has any communicable condition such as chicken pox, conjunctivitis, head lice, pink eye, measles, strep throat or German measles. Please notify the Camp Office immediately upon diagnosis of any communicable illness. Prior to returning to the program, please notify the Camp Office to discuss a return date.

Medication: In the event that medication is needed during program time, a medication consent form must be completed and can be obtained from staff. All medication must be in the original container. Please send only enough medication for the day.



Epipens and Inhalers: We do request that any participant bringing an epipen or inhaler to a program, bring it in a separate fanny pack that the participant can wear at all times. Please check the expiry date on supplies prior to start date of the program. Staff will ask you to fill out a medication consent form for their records.

Food allergy alert: Due to an increased number of children with nut allergies, we request that peanut products not be brought to camp. If your child has any food allergy, please ensure that you have notified your child's leader and recorded on both the participant information form and the medication form.

Camp Refund Policy: If you withdraw from a program up to 10 days prior to its start date, you will receive a full credit or refund. If you wish to withdraw from the program 9 days or later, providing that it is before the start date, a cancellation fee will be applied. Cancellation fees are calculated as 10% of the program costs. Please note that no refunds will be granted after the program's start date.

NEW This Summer a Week 9 Camp: Life of Leisure is being offered from August 26-30 with both daily and weekly registration available. This program will introduce the participants to the leisure activities that will last them a lifetime. Program includes trips and special guests!

We hope that the information provided in this letter has been helpful! We encourage you to visit our website www.burlington.ca/camps or email us at camps@burlington.ca for more information. We look forward to a safe and enjoyable summer!

Regards,

Your camp Staff Team