

Guide for Parents & Guardians 2018



Camp Garnier (Whitby)

Camp Marion (Pickering)



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Welcome

Dear parents,

Our teams at Camps Garnier and Marion are looking forward to your child's participation this summer. A variety of activities and outings have been planned to entertain your child in a safe and welcoming environment. Whether your child is creative or sporty, he or she will have a wonderful time at camp and create some fond memories with fellow campers and with qualified, dynamic, and sometimes extravagant counselors!

For any questions or information, please reach out to us at:

❖ **Camp Garnier – Alexa Gravel – Camp Garnier Supervisor**

Tel: 289-600-8786

Email: campgarnier@gmail.com

❖ **Camp Marion – Juliane Heron – Camp Marion Supervisor**

Tel: 289-688-8001

Email: campmarion.pickering@gmail.com

We thank you for choosing Camp Garnier/Marion and we hope you have a wonderful summer!

The Camp Team

The Camp Team

The camp team is composed of one supervisor, coordinators, counselors, and volunteers. Our staff keeps the health and safety of the campers top of mind. Selected with care, our counselors are full-time high school, college, or university students. Our supervisors are post-secondary students with several years of camp experience under their belt as counselors and coordinators.

Our staff has been trained in group management, safety, a variety of games, as well as CPR-C and Standard First Aid.

In addition, although all Camp staff are trained in child psychology, please note that they are not specifically equipped to manage children who have been diagnosed with conditions requiring one-on-one attention.

Special attention is also paid to the French part of the camp. Our golden rule is "**French at all times**".

Hours of Operation

Summer Fun

Camp hours are from 9:00am to 4:30pm.

Childcare fees are payable if the child arrives before 8:55 am. Similarly, if the parent of a child is absent at the end of the day (ie after 4:30 pm), after-care fees will apply.

We have an outing or a special guest every Tuesday. On Thursday, we head to the outdoor pool at Cedar Park in Bowmanville. Travel is provided by buses that leave directly from the camp. It is very important that your child arrive on time on Tuesday and Thursday mornings.

Childcare

Mornings: from 7:30 to 9:00 - \$40.00 per week for 5 day weeks, \$32.00 per 4 day week.

Evenings: from 4:30 to 5:30 - \$30.00 per week for 5 day weeks, \$24.00 per 4 day week.

Childcare fees are payable at the time of registration.

After 5:30, you must pay a fee of \$1.00 per minute late to the camp staff on site.

Welcome and departures

Upon arrival at the camp, the parent must sign the arrivals sheet. Counselors take their group's attendance and note the number of children they will have during the day.

Upon departure, a parent or guardian's signature will be required for the health and safety coordinator to verify that he or she is authorized to leave with the child. The persons authorized to pick up a child are those who appear on the registration form.

If your child has to leave with someone other than the person (s) listed on the registration form, we ask that you notify the health and safety coordinator or the supervisor the morning of.

In all cases, our staff will ask the adult picking up the child to identify themselves by means of a piece of identification, in order to make sure your child leaves with an authorized person.

If your child has permission to leave on his/her own, the parent must have indicated this on the registration form. The child will have to inform the health and safety coordinator before leaving.

Absences

If you are aware of your child's upcoming absence (e.g. doctor's appointment) and your child is registered for camp during this time, please let the supervisor know as soon as possible. On Tuesdays and Thursdays, it is imperative that you call us in cases of tardiness or absence, as those are our outing days for which timely departure is necessary.

Ratio

At Camps Garnier and Marion, our ratio camper-counselor ratio is a minimum of 1 counselor for 8 campers.

Prescribed Medication

All prescribed medications (identified with the child's name) are collected by the camp supervisor / health and safety coordinator (unless otherwise noted) at the beginning of the day. The medication will be given to the child by the camp supervisor / health and safety coordinator according to the dosage indicated. It will be returned to the parents at the end of the day.

A child with severe allergies who requires an auto-injector should wear it at all times. A child who does not have emergency medication or an auto-injector upon arrival may be denied access to the site.

Parents who prefer to have the camp supervisor or health and safety coordinator hold onto their child's auto-injector, or wishing not to bring it to camp (in the case of minor allergies), will have to complete the consent form to confirm their understanding of the potential risks. In the absence of a consent form signed by the parent (s), the child will not be able to join the group or participate in the planned activities / outings that day. No exceptions will be allowed.

The Perfect Camper's Kit

Every camper must bring the following items every day:

- A lunch box including two snacks, a reusable water bottle and a lunch. Be careful not to bring food with traces of nuts or that needs to be warmed up (campers do not have access to microwave ovens).
- A bathing suit and a beach towel
- A hat
- Sunscreen
- Spare clothes and rain gear
- A warm sweater in case the temperature drops
- Comfortable shoes for running and playing outdoors (preferably sneakers)
- The camp T-shirt (given out on Tuesdays)

All children registered for one week receive a camp T-shirt on Tuesday morning. **Please note that T-shirts are mandatory on Tuesdays and Thursdays for outings.** In order to avoid losses and mix-ups, we recommend that you clearly identify your child's camp T-shirt. Additional T-shirts are available for \$10.00 each.

Swimsuit styles such as "J-string" or exaggerated necklines will not be tolerated on the site.

Camp Garnier and Camp Marion are going **GREEN!** All campers are asked to bring a reusable water bottle as we will no longer distribute plastic bottles.

Camper's Code of Conduct

We ask you to take a moment to read the code of conduct with your child. In order to improve the service and quality of experience of all participants enrolled in Camp Garnier or Camp Marion, the organizers reserve the right to exclude any participant who:

- Puts his/her safety and/or that of others in danger
- Does not respect the camp's code of conduct

The code:

- I speak French at all times;
- I am respectful, polite and pleasant with the staff as well as other participants;
- I follow instructions given by all staff members;
- I stay with my counselor at all times and participate in all activities offered by my counselor;
- I express myself calmly, I seek non-violent solutions and I control my emotions;
- Under no circumstances do I jeopardize the security of the staff and other participants;
- Under no circumstances do I hurt or attempt to hurt the staff and other participants;
- Under no circumstances do I intentionally break or steal equipment belonging to the camp, the staff or other participants;
- No intimidation, violence or harassment of any kind will be tolerated;

- I keep my surroundings clean and put the garbage in the trash!

Counselors are responsible for the well-being and safety of participants and stakeholders. As such, they are entitled to apply the following procedures in case of non-compliance with the rules of the code of conduct:

- **After 3 level 1 incidents**, the program manager is able to remove the child from the camp
- **After 2 level 2 incidents**, the program manager is able to remove the child from the camp
- **After 1 Level 3 incident**, the Program Manager is able to remove the child from the camp

Incidents that can be included in a level 1 record: aggressive play, physical contact, going outside camp boundaries, inappropriate language, provocation and teasing, destroying natural elements, refusing to follow instructions.

Incidents that can be included in a level 2 record: Throwing objects, vulgar language, kicking, hitting, disrespectful behaviour toward staff, minor property damage

Incidents that may be included in a level 3 record: violence (fighting, causing injury), serious vandalism, intimidation, theft or major breakage of the property of another

Incidents

In case of minor injury

- Application of first aid commensurate with seriousness
- All camp staff have valid first aid certification

In case of major injury

- Emergency services (police, ambulance) are called immediately
- We call the parents and advise them of the situation and the measures to be taken (e.g. transport by ambulance).
- The cost of ambulatory transport is at the expense of the parent

For all accidents

- An accident report is completed by the camp health & safety coordinator or supervisor. Whatever the seriousness of the incident, the parent will be informed of the situation.

Refund and Cancellation Policy

Refund

Until April 30th, 2018, a refund of 50 percent will be given to you if a registration is canceled. As of May 1st, 2018, there are no refunds.

Cancellation Policy

For a cancellation due to illness or other medical reason, we will issue a total refund of the amounts paid subject to the provision of evidence (e.g. doctor's note).

Registration Change Policy

The camp will allow a change to the registration week if resources are available to meet the needs.

Please note that a \$ 50.00 surcharge will be added to the bill for checks without provisions.

Lost and Found

Items lost at camp and unclaimed will have a second life!

Clothing and accessories salvaged at the end of the summer will be donated to a charitable organization in Durham Region. You will have until Friday, August 17, 2018 to recover your lost items at the camp. After this date, we will keep these items at the COFD office until September 15th, 2018.