

# YWCA SUMMER CAMP Parent Guide

A NEW ADVENTURE  
EVERYDAY  
AT THE YWCA!

## WELCOME

Welcome to the 2021 YWCA St. Thomas-Elgin Summer Adventure Day Camp. We hope that your child/ren will enjoy their summer and have lasting memories. It will be an exciting and adventurous summer!

This guide for parents and guardians has been revised to update you on this year's camp season. **Please read and review this guide prior to your child attending camp.** Refer to the main YWCA School Age Childcare Handbook for policies and processes, as well as more information about our program philosophy. This booklet will assist you with questions regarding the policy, procedures and operations of our YWCA Summer Adventure Day Camp. It will also serve as a guide and reference through the duration of the summer. You will find enclosed an accompanied camp schedule, information about trips, and registration. It is important that you be familiar with all the information in this booklet to avoid confusion and misunderstandings.

We want to ensure that you are comfortable with the quality and leadership in our Day Camps. At any time should you have any questions or concerns regarding Day Camp please do not hesitate to contact us. Thank you for being a part of the YWCA Summer Adventure Camp.

### Camp Hours: 7:30am to 5:30pm

Date	Themes
Wk 1: Ju1 5-9	Around the World
Wk 2: Jul 12-16	Book Worms
Wk 3: Jul 19-23	Master Builders
Wk 4: Jul 26-30	Animal Planet
Wk 5: Aug 3-6*	Art Attack
Wk 6: Aug 9-13	Wet and Wild
Wk 7: Aug 16-20	Music and Dance

\*No camp on holiday Monday

### Age Groupings:

- Explorers Camp: Age 3.5-5
- Adventurers Camp: Age 6-8
- Trailblazers Camp: Age 9-12

Note: Children who are three years of age must be entering JK in September and be toilet trained. The YWCA reserves the right to change and amend age groupings as needed, while complying to Ministry Standards.

### St. Thomas & Aylmer Locations!

#### St. Thomas Camp:

**Mitchell Hepburn Public School, 95 Raven Ave., St. Thomas**

Explorers (Age 3.5-5) 519-281-4371

Adventurers (Age 6-8) 226-374-5051

Trailblazers (Age 9-12) 226-374-5714

#### Aylmer Camp:

**McGregor Public School, 204 John St. S., Aylmer**

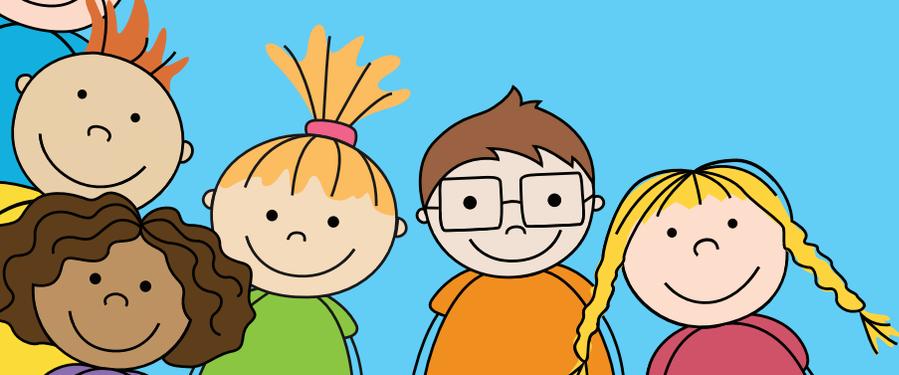
Explorers: (Age 3.5-5) 519-280-5082

Adventurers: Age 6-8) 226-376-6824

Trailblazers: (Age 9-12) 519-619-6488



YWCA St. Thomas-Elgin | 1-800-461-0954  
(519)631-9800 – St. Thomas | (226) 210-6800 - Aylmer



## OUR CAMP PHILOSOPHY

The YWCA Summer Day Camp Program is a recreational program full of many adventures. Each day, children experience learning opportunities and fun activities including the following: games, crafts, stories, songs, sports, special outings, trips and much more.

The YWCA Summer Day Camp also offers opportunities for decision-making and growth towards increased independence and responsibility. The heart of the program is shaped by the engagement of children in their learning environment. Qualified Educators provide a variety of stimulating play activities daily through collecting and reflecting on questions/ comments from learners in our programs. The YWCA St. Thomas – Elgin is committed to supporting and including all children with special needs to the best of our abilities.

## CAMP HOURS

Regular camp hours are Monday-Friday (Excluding Holidays) 7:30am-5:30pm. You may drop off or pick up your child at a convenient time during regular camp hours. If your child will be arriving after 9:00am or departing prior to 4:00pm, please advise staff in advance.

## EXCURSIONS

Due to restrictions from Public Health, we are not permitted to go on any scheduled field trips at this time. You will be notified if this should change. The YWCA reserves the right to amend weekly plans as needed.

## CHANGES IN REGISTRATION INFORMATION

Any changes in participant or parent/guardian information (e.g. address change, phone number, emergency contact, etc) are to be updated through email to [childcare@ywcaste.ca](mailto:childcare@ywcaste.ca). Your child's safety in the event of an emergency could depend on the accuracy of this information.

## ADMINISTRATION OF PRESCRIPTION MEDICATION

Medication may only be taken by children with the written authorization from the parent or guardian. The medication must be in the original container with the prescription label indicating the child's name, name of medication, date of purchase, expiry date and instructions for storage and administration. **NO OVER THE COUNTER MEDICATIONS will be administered.** When possible we encourage medication be given at home. Forms for administration of drugs are available at each campsite. They must be completed and signed before medication is administered.

## ASTHMA & EMERGENCY MEDICATION

Campers can carry their own asthma medication or emergency medication with the parent's permission for the child to self administer (e.g. antihistamines, epinephrine and puffers). All asthma medications may be stored in a labeled pocket on their backpack. Epinephrine for anaphylactic allergies must be in the possession of the child in a labeled pouch on their person. All other emergency medications will be assessed on a case by case basis prior to the child joining program. Authorization for the Administration of Medication Form and an Individualized

Plan must be completed in advance by the child's parent/ guardian(s). When the child self-administers the medication, the staff will follow emergency procedures described in the Individualized Plan. They will complete and sign the chart on the Authorization of the Administration of Medication form. During times of transition, or when going off site, staff will ensure that the child is in possession of their emergency or asthma medication. If children do not self-administer asthma or emergency medication, this medication must always be in staff possession, the same rules applying to location of medication.

## BAG LUNCHES

Our full day programs require parents/guardians to send along a nutritious bagged lunch each day. The YWCA has a responsibility to support nutritional adequacy of meals and a healthy environment free from allergens to support a child's growth and development.

The YWCA requires that lunches packed for our full day programs

meet the following criteria:

- An insulated lunch bag and freezer pack is used to keep foods safe. Hot foods should be kept hot using an insulated thermos. Each lunch bag must be labeled with the child's name. If a freezer pack is forgotten, there will be backup freezer packs available to the program.
- Lunches are not to contain peanuts or nut products.
- At least one serving of fruit or vegetable is provided. Fresh fruit is best, but canned fruit in its own juice is acceptable as well.
- Beverages are water, milk or fruit juice.

If a lunch is forgotten, the YWCA will attempt to contact the parent/guardian to provide a lunch. If the parent/guardian is unable to be reached, the YWCA will offer the child a substitute healthy lunch. Resources are available for parents regarding guidelines for nutritious bag lunch content. Guidelines for nutritious bagged lunches can be found at [www.elginhealth.on.ca](http://www.elginhealth.on.ca) and <https://food-guide.canada.ca/en/>.

Children will not be permitted to share lunches, or to consume "lunch food" during designated snack times where the YWCA offers the program snack.

## SNACKS

The YWCA will be providing snacks for all children in the morning and afternoon. These two snack breaks will be consistent each day and provide campers with nutritional energy! Snacks will have a focus on fruits and vegetables, protein, and whole grains, and a beverage. Please provide a water bottle for your child so it can be refilled and they can stay hydrated all day.

## ONSITE WATER PLAY

The YWCA will have water based activities regularly, weather permitting. Water play is a big part of Summer Camp Fun! Please make sure your child comes to camp prepared for water activities daily. Due to restrictions from Public Health, we will not be scheduling any pool trips at this time. If this should



change, we will provide you excursion details. If you wish to discuss any concerns about your child participating in public swimming, please do not hesitate to contact the Childcare Team.

### SAFE ARRIVAL AND DEPARTURE

To ensure the safety of all the children attending our camp, parents/guardians are expected to come into camp when dropping off and picking up their child each day. This will allow staff to be aware of all childrens' whereabouts at all times. It is also a great opportunity for you to talk to camp staff about your child's day, discuss any questions or concerns and review the parent information board. To ensure safe arrival and departures from camp, we request that parents/guardians adhere to the following guidelines:

- Children aged 10 years or older may sign themselves in and out of the program with prior parental consent. However, children under the age of 10 will not be permitted to leave the program without anyone under age 14. Any special arrangements must be reviewed by a member of the Childcare Team.

### DOOR ENTRY

Families are asked to wait outside the school's main doors to be greeted by a Runner Staff. Your child will be escorted into program. If you have questions regarding your child's engagement at program, we would be happy to summon your child's educator to speak with you outside or by telephone.

### INFORMING STAFF OF ABSENCES

If your child is scheduled to attend Day Camp and is unable to because of illness or another reason a call or text needs to be made to the YWCA Camp Cellular Phones at:

#### Aylmer Camp:

Explorers: (Age 3.5-5) 519-280-5082  
Adventurers: Age 6-8) 226-376-6824  
Trailblazers: (Age 9-12) 519-619-6488

#### St. Thomas Camp:

Explorers (Age 3.5-5) 519-281-4371  
Adventurers (Age 6-8) 226-374-5051  
Trailblazers (Age 9-12) 226-374-5714

NO refund will be issued because our fees allow a space in the camp to be reserved for your child. If it is a prolonged illness and payment has been received, a written doctor's note must be submitted to the YWCA office. All fees are allocated to the substantial operating costs of the program that are planned well in advance.

PLEASE NOTE: The YWCA St. Thomas-Elgin is not responsible for lost, stolen or damaged items. Please do not send valuable items with your children to camp. We recommend that electronics and or hand held games such as tablets, cell phones, ipods, Nintendo DS, etc. are not sent with children to camp. Due to high volumes of children at any given time the camp staff will try their best to keep all belongings together, however we cannot guarantee this. The YWCA will not reimburse for lost, stolen or damaged items.

### CANCELLING OR REDUCTION OF CAMP

If you are changing an enrollment, withdrawing from camp, or reducing services, this must be relayed by emailing and providing a withdrawal form to [childcare@ywcaste.ca](mailto:childcare@ywcaste.ca). A \$20.00 administration fee per child will be applied when withdrawing, changing or reducing services. All cancellations, changes or reductions in camp services require a minimum of two weeks written notice. Refunds will not be given after the two weeks grace period has passed unless a doctor's note is provided. Below are the withdrawal dates for each camp week.

Week 1: July 5-9 → Cancel by: June 18  
Week 2: July 12-16 → Cancel by: June 25  
Week 3: July 19-23 → Cancel by: July 2  
Week 4: July 26-30 → Cancel by: July 9  
Week 5: Aug 3-6 → Cancel by: July 16  
Week 6: Aug 9-13 → Cancel by: July 23  
Week 7: Aug 16-20 → Cancel by: July 30

### Things to Bring:

- **A nutritious lunch and snacks** - The program has many scheduled activities. Please ensure you send enough food to get your child through the day. Don't forget ice packs to keep lunches cool! (nut free). Our camps do provide a morning and afternoon snack daily. Snack menus will be posted weekly at each camp.
- **Plenty of fluids** - A reusable water bottle.
- **Clothes** - Clothes appropriate for the weather and the outings. An extra set of clothing is highly recommended.
- **Be sun safe!** - SPF 30+ sunscreen and a hat with a brim.
- **Bathing suit and towel**
- **Indoor shoes**

### A Positive Attitude!