

Welcome to Summer Camps! Summer, 2020

We are thrilled that you have chosen the City of Burlington and we can't wait to make your summer one that you will always remember. In this letter, you will find important information about camps 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 programs are: safe and well supervised, engage participants through age-appropriate activities promote active living and develop new skills, social interaction, fundamental movement skills, leadership, team work and fair play!

The City of Burlington is an Accredited HIGH FIVE® Organization! What does this mean to you as a parent? HIGH FIVE® Accreditation is the highest standard of excellence in the delivery of recreation programs. The City of Burlington is recognized for offering high quality programs through: HIGH FIVE® Certified Staff, Quality Assessment Tools, and Participant-Centered Policies and Procedures.

Throughout 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 humor, 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 participants develop positive social skills, self-esteem and self-confidence.

For more information on HIGH FIVE®, please visit www.highfive.org

About our staff

All Camp Staff are trained in HIGH FIVE® Principles of Healthy Child Development. Each program location is staffed by a minimum of 2 caring and qualified leaders. Our camp staff are typically 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 and problem solving, to name a few. Each program site has an on-site Supervisor known as the Senior Leader. These Senior Leaders receive additional training in all areas of supervision and are your first point of contact to address camp comments and questions.

www.burlington.ca/play

What do you need to know for camp?

Camp Updates: Parents and participants registered in city camp programs can stay updated with information including bus information or site changes. The best number to contact regarding any Camp questions is our Camp extension at 905-335-7600 ext. 6262.

Summer Camp Dates: This summer, Programs will be running from Monday June 29th until Friday August 28th, 2020. Due to facility availability some programs will only run until Friday August 21st. Please check the Live and Play Guide for program listings and dates.

Holidays: There will be no camp program on the following days:

- Wednesday, July 1st, 2020 (Statutory Holiday) – Canada day
- Monday, Aug. 3rd, 2020 (Civic Holiday)

What to bring to camp: Sunscreen, hat, running shoes (for safety, please keep sandals at home), active clothes that can tolerate some camp fun and a completed Participant Information Form and Photo Release Form. All documents are available at www.burlington.ca/camps and at each camp site.

Lunch: Please remember to send participants with a nut-free lunch, 2 nut-free snacks, and a labeled water bottle/jug.

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. Please note that in certain declared heat events some programs may be relocated to a different venue. Communication on these changes will be provided on-site and on the Camp Website at www.burlington.ca/camps.

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. Photo release form is available at www.burlington.ca/camps and at each camp site.

Camp Calendars: Please see your on-site leaders for a detailed listing of events and trips at your camp location. www.burlington.ca/camps.

Typical Day at Camp: Time	Activity
8:45am - 9:15 a.m.	Sign in and morning announcements
9:15am - 10:30 a.m.	Rotations (games, crafts, outside time, gym time)
10:30am - 10:45 a.m.	Snack
10:45am - noon	Rotations (games, crafts, outside time, gym time)
Noon – 1:00p.m.	Lunch and Unstructured Play
1:00pm – 3:00p.m.	Rotations (games, crafts, outside time, gym time)
3:00pm- 3:15p.m.	Snack
3:15pm – 4:00p.m.	Rotations (games, crafts, outside time, gym time)
4:00pm - 4:30p.m. *	Sign out and afternoon announcements
*O2 Camp for Individuals with Disabilities @ Mountainside ends at 4:15pm daily	

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. If registered for Haber Junior SNAP or Brant Hill Junior SNAP there are no trips for registered participants, instead weekly special guests will visit the programs. 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 staff will provide 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 expected to sign participants 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, you will be asked for picture ID and must sign the child out of the program. Participants may be granted permission to sign themselves in or out, only at designated arrival and dismissal times, and only if the parent or guardian has noted so in the Participant Information Form and the child is over 9.

Age Policy: The Child Care and Early Years Act came into affect on August 31st, 2015. As a result, all participants registered in the City of Burlington Camp Programs must be 4 years of age on the first day of the program. A participant will not be able to register if they are 3 years of age turning 4 during a program. Please visit the following link for information on the Child Care and Early Years Act: <http://www.ontario.ca/document/child-care-rules-child-care-and-early-years-act>

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.

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, with your Child's name. 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.

Participant Code of Conduct

Please review with your camper the expectations outlined below so all participants are aware of what is expected of them, other participants and staff. The goal of our summer camp programs is to provide enjoyable age-appropriate activities in a safe and positive environment.

Participants should: <ol style="list-style-type: none">1. Show respect and consideration for staff and peers.2. Be cooperative and willing to participate in program activities.3. Respect rules outlined by staff as they are made to ensure safety and well-being of all participants4. Respect the facility and program equipment.	Participants should not: <ol style="list-style-type: none">1. Be physically and verbally abusive to staff and peers.2. Endanger themselves by leaving the program without permission or supervision.3. Interfere in any way with the enjoyment of other program participants
Consequences for misbehavior include: <ul style="list-style-type: none">• Verbal warnings• A phone call/letter home• Withdrawal of privileges (ex. Special event or trip)• Formal suspension from the program	

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 or call 905-335-7600 ext. 6262 as of May 25th, 2020 for more information.

We look forward to a safe and enjoyable summer!