



Y Neighbourhood Day Camps

Parent and Camper
Information
2021

YMCA-YWCA of the
National Capital Region

   [ymcaywca.ca](https://www.ymcaywca.ca)

Welcome to Y Neighbourhood Day Camps!

Summer is on its way and soon you will be helping your child prepare for camp. We have put this booklet together to help you and your child get the most from the camp experience. Please take a few moments to read through this information carefully. This will be an important first step in helping your child prepare for their camp experience.



OUR STAFF

Our staff include full time camping professionals and university, college and senior high school students who have been carefully selected for their leadership abilities, competencies, enthusiasm, and experience. Each staff member is Standard First Aid and CPR certified and trained in all areas of their camp program.

Our counsellor to camper ratio varies depending on the camper age group.

Camper Age Group	Ratio
Y Creators (ages 6Y-9Y)	1:6
Y Adventurers (ages 10Y-12Y)	1:10

Camp Protocol

Y CORE VALUES

The following core values guide all the interactions at camp:

- **Caring** is accepting others. It is being compassionate, generous, sensitive and thoughtful.
- **Honesty** is shown through integrity, fairness and sincerity in words and deeds. It is being trustworthy and trustful.
- **Respect** is acknowledging the inherent worth in oneself and others. It is treating others fairly and justly.
- **Inclusiveness** is being welcoming and fostering a sense of belonging for all.

ABSENTEE CAMPERS

Please contact your Neighbourhood Day Camp to let us know if your child will be absent from camp.

Taggart Family Y – 613-237-1320

A phone call takes only a minute and is a great help to the staff. If you know in advance your child will be absent during their time at camp, please notify your Neighbourhood Day Camp in advance.

PLEASE LET US KNOW

- Are you moving?
- Have you changed your telephone number?
- Have you completed the registration form and forwarded it to the camp office?
- Have you given us all the information we need to properly care for your child?

INCLEMENT WEATHER CONDITIONS

All programs are continued on a regular basis during inclement weather conditions. Neighbourhood Day Camps are a great opportunity to enjoy this type of weather, so proper dress for such days is essential! Please remember to bring rainwear, sweaters, rubber boots and an extra set of dry clothes.

EXTREME HEAT PROTOCOL

The health and safety of our campers are our first priority. In the event of extreme heat warnings during camp, our extreme heat practices will be adopted by all camp programs. For more information on our extreme heat protocol please visit our website at ymcaywca.ca.

IDENTIFICATION POLICY

All parents/guardians picking campers up from camp will be required to show government issued photo identification. The person picking up the camper must be included on the authorized pick up list that you submitted on the camp registration form, must have appropriate identification and must be over the age of 16.

Please note that only the person listed as “Main Contact” on the camper registration form can make changes to the authorized pick up list, and must do so in writing. We ask that authorized pick ups wear a mask or face covering in compliance with Ottawa Public Health regulations.

CAMP ACTIVITIES

- Initiatives
- Arts and crafts
- Sports and active games
- Drama
- Science
- Swimming



What to Bring to Camp

Packing the proper clothing and equipment is an important part of preparing for camp. Please ensure your child is dressed in casual clothes appropriate for weather condition that will withstand a day at camp. **A well prepared camper is a happy camper.**

These lists are good guidelines to follow when packing for camp. **Parents with questions about what to pack should contact your Neighbourhood Day Camp location directly.**

GENERAL NEEDS

- Backpack
- Cold nut-free lunch* with frozen juice container, two drinks and snack
- Swimsuit and towel
- Hat
- Bug spray
- Sunscreen
- Reusable water bottle
- Athletic shoes or sandals with back strap
- Two masks or face coverings in accordance with Ottawa Public Health rules

* We ask campers not to bring peanuts, nuts or products containing nuts (or nut oils) to camp due to allergies.

RAIN GEAR

Camp continues rain or shine, so good rain gear is a must. Make sure your raincoat, pants, and boots are waterproof.

SUNSCREEN

Sunscreen with sun protection factor (SPF) of 30 or more is strongly recommended (please check to make sure the sunscreen has not expired). Sun hats and sunscreen will be worn by everyone and counsellors will ensure campers are applying sunscreen regularly.

Water bottles are also required for those hot days and for walks to the local park.

PLEASE DON'T BRING

- Money
- Knives
- Lighters
- iPods, MP3 players
- Toys
- Cell phones
- Portable gaming devices

LABEL BELONGINGS

Please use a permanent marker and print first and last names on everything, including clothing. This will help us make sure any "found" items can be returned to your camper. If your child is missing an item, call the camp where arrangements can be made to find the item and return it.

LOST AND FOUND

Lost and found will be collected at the end of camp and held until September 15. Items not claimed will be donated to charity after September 15. We encourage you to reach out to day.camps@ymcaywca.ca if you are missing an item.



Camper Pick up / Drop off

CAMPER PICK UP/DROP OFF

All parents who are transporting their children by car should arrive at 9AM for drop off and 4PM for pick up. Please arrive on time – we will issue one reminder and then a charge of \$5 for every additional 15 minutes of care will apply.

Permission to pick up campers will only be given to individuals over the age of 16 (with proper ID) listed on the registration form as having authorization to do so. For more information, please refer to the Identification Policy on page 3.

What will happen if I arrive to camp late?

Please call your Neighbourhood Day Camp location and inform camp staff you will be late. Camp staff will remain with your child until you or an authorized adult arrives.

Is my child able to meet me at our car at the end of the day?

Yes. Children 10 years of age or older with signed permission will be permitted to sign in and out from camp at the end of the camp day. A sign out waiver must be signed by a parent on the first day of camp.

It is our policy to keep children 12 years old and younger at camp until they are signed out by an adult. As an exception, for campers 10-12 years of age, should they have our sign out waiver filled out, they are permitted to leave on their own at the end of the camp day.

There is a section on the Registration Form which allows you to give signed permission to have your child released from our care at the end of camp day without the presence of an adult. If there are any changes, please send written notification to the Camp Coordinator.

Medical Information

MEDICATIONS

If your child is bringing medication to camp it must be in its original container and clearly labeled with the child's name and instructions for use. Please give the medication to camp staff in the morning and they will give the medication to senior camp staff upon arrival at camp. The senior staff will oversee the administration of all medication at camp. Please send enough medication for the entire time your child is at camp.

If your child requires a Ventolin inhaler, an Ana kit, EpiPen or other special medication for allergies which must be kept with them at all times, we suggest you bring two to camp. This will allow us to have the camper carry one at all times and a second safely stored.

Should you have any specific instructions, please do not hesitate to call your Neighbourhood Day Camp location. Please note that you are responsible for providing us with written notification of any changes to the child's health after you have submitted a registration form to our office and prior to the start of camp.

IN CASE OF INJURY OR ILLNESS

All camp staff are Standard First Aid and CPR certified. If any child is in need of minor first aid, the staff are fully trained and equipped to care for the child. If a child becomes overtired, or just needs some TLC, we have a quiet rest area supervised by our camp staff. If a child takes ill or has a serious problem, they may be required to be picked up from camp before the end of the day. We will ensure the best possible care until you arrive. Any child who presents symptoms that are consistent with COVID-19 may be required to be picked up from camp and will only be able to return when they are symptom free and have a negative COVID-19 test, in line with our COVID-19 policies and procedures.

In the event a child requires immediate medical treatment, apart from injuries of a minor or routine nature, senior camp staff will ensure immediate transportation to a local hospital. We will make every effort to contact you as soon as possible. A camp staff member will stay with the child until the emergency is over and you arrive.

Neighbourhood Day Camp Location and Contact Information



Taggart Family Y
180 Argyle Avenue
613-237-1320



PARENT AND CAMPER EVALUATIONS OF CAMP

Your family's feedback is very important to us! Each year we evaluate our performance and carefully examine our programs.

We strive for continuous improvement. Most of the changes which take place each year are due to constructive feedback provided by campers, staff and parents.

Camp surveys are sent out electronically. If you would like to participate in the survey, please make sure we have your email address by contacting the camp office at 613-832-1234.

Feedback and comments are always welcome; please do not hesitate to contact the Camp Coordinator at your camp location.

REFUND AND TRANSFER POLICY

Refunds and transfers will be considered based on availability of program spaces and on a case by case basis. We will be flexible due to the current circumstances surrounding the COVID-19 pandemic.

If children are unable to attend due to any suspected symptoms, illness or concerns, our refund policy will reflect the needs of the community.

Parents can expect either a credit, refund, or options for donation.

Please contact the camp office for more information at 613-832-1234 or day.camps@ymcaywca.ca.

No refunds are issued if a camper is asked to leave the camp program for behavioral reasons.