



**YMCA of
Oakville**

SUMMER CAMP FAMILY HANDBOOK

**ACCREDITED
MEMBER**



ymcaofOakville.org | 905-845-3417 | summercamps@oakville.ymca.ca

General Camp Information

YMCA of Oakville Summer Camp Programs operate from 9:00 am – 4:00 pm daily. Extended care options are available for registration at an additional fee for campers 3.8-12 years of age from 7:00 am – 9:00 am and 4:00 pm – 6:00 pm.

To ensure a positive experience, the following counsellor to camper ratios are maintained in our camp programs:

- **Explorers & Junior Adventure Tours 1:8**
- **Senior Outdoor Pursuits & Senior Adventure Tours 1:12**
- **LIT & CIT 1:15**
- **All Other Camp Programs 1:10**

Camp Communication

We know that effective, ongoing communication is necessary to ensure that you and your child have a positive camp experience. The following are some methods we will use to communicate with you during camp:

- **Emails** - Prior to each week at camp, you will receive an email with detailed information about the upcoming week. Important weekly updates, such as bus scheduling changes, will be provided through email communication.
- **Pre-camp phone calls** - Camp counsellors will be calling prior to your child's week at camp to introduce themselves and answer any questions you may have about your child's camp experience.

Contact Information & Camp Locations

Oakville Trafalgar Child Care Centre
1460 Devon Road, Oakville, ON
martaol@oakville.ymca.ca

St. Andrew Catholic School
145 Millbank Drive, Oakville, ON
standrewcamp@oakville.ymca.ca

Palermo Public School
2561 Valleyridge Drive, Oakville, ON
palermocamp@oakville.ymca.ca

Peter Gilgan Family YMCA
410 Rebecca Street, Oakville, ON
ymcacamp@oakville.ymca.ca

Bronte Creek Provincial Park
1219 Burloak Drive, Oakville, ON
brontecamp@oakville.ymca.ca

Valens Conservation Area
1691 Regional Road 97 (R.R #6), Flamborough, ON
valenscamp@oakville.ymca.ca

Supervisor, Camp & Youth Engagement
Katherine Dziedzic
katherinedz@oakville.ymca.ca
905-845-5597 ext. 234

Summer Camp Administrator
summercamps@oakville.ymca.ca
905-845-5597 ext. 410

Camper Absences

It is VERY important that we are notified of any absences. If your child will be absent from the camp program, please email the camp location before 8:15 a.m. Be sure to include their first and last name, camp program and counsellor.

Camper Safety

Medication Administration

If your child requires medication while attending our programs, please let us know. Our “Medication Administration” form can be found online, and will be sent to you via email in your pre-camp email. This form needs to be filled out in its entirety.

- **Prescription Medication** – Upon arrival at camp, please give the prescription medication, along with the completed Medication Administration form to the bus marshall or counsellor. Counsellors will give all medication to the Director, who will keep the medication in a locked box. Medication will only be removed from this box at times when it is to be administered and to return it to parents. All medication must feature your child’s name, dosage and duration in the original package. Please let us know if there are any special storage requirements, or common side effects.
- **Epi-Pens & Inhalers** – Any camper who brings an Epi-Pen or Inhaler to camp must bring it in a separate fanny pack/case. Epi-Pens and Inhalers will be kept with your child’s camp counsellor at all times. If you wish the Epi-Pen and/or Inhaler to remain with your child, please indicate this on your Medication Administration form.

Camper Code of Conduct

At the YMCA, we are committed to providing all campers and counsellors with a healthy, safe and secure environment. Children who attend our summer camp programs are expected to take responsibility for their own behaviour and interact with others in a manner that supports our core values of respect, responsibility, inclusiveness, caring, honesty and embracing.

If a camper demonstrates behaviour that puts themselves, other campers or counsellors at physical or emotional risk, immediate dismissal from the program may result. Decisions for program dismissal will be at the discretion of the Supervisor, Camp & Youth Engagement. Any expenses incurred as a result of program dismissal will be the responsibility of the participants/parent/guardian. Refunds will not be granted for program dismissal as a result of disciplinary action.

The following behaviours are not acceptable and may result in the immediate dismissal of a participant for the remainder of the current program day, week, or entire summer:

- Endangering the physical and/or emotional safety of themselves, other campers/participants, counsellors or volunteers
- Stealing or damaging YMCA or personal property
- Leaving the program without permission
- Continual disruption of the camp program
- Refusing to follow behaviour guidelines or rules
- Using profanity, vulgarity, or obscenity

Bus Transportation & Drop-off/Pick-up Procedures

Riding a school bus is a brand new experience for some children and an old favourite for others! Many of our camp programs will include bus transportation, where counsellors lead campers through activities, songs and games. At the YMCA, we are committed to providing all campers and counsellors with a healthy, safe and secure environment, therefore each bus will have 2 designated bus marshalls, who will ensure proper attendance is taken and that the children are safe during transportation. These identified bus marshalls will also be available to answer any questions you have throughout your camp experience. **We ask that you stay with your child until they are in our supervision when dropping off.**

Only the names of individuals indicated on your registration form are authorized to pick up your child, unless otherwise notified in writing. Photo identification is required at pick-up on the first day of camp and each time a new person picks up your child.



What if you miss your bus in the morning?

- Drive to the next stop on the bus route (if you will make it in time)
- Drive directly to the camp site

What if you are late to pick up your child?

- Call the site Director, based on your estimated arrival time they will explain the best procedure
- If you are more than 5 minutes late, the bus will proceed to the next bus stop
- At the end of the route, the bus will take your child back to the nearest extended care location
- A late fee of \$15 will be charged for every 15 minutes, from the time the bus leaves the bus stop, and will be paid directly to the bus marshall or extended care staff at the time of pick-up

What if you want your child to walk home from the bus stop or camp program?

- Children must be at least 13 years of age by the first day of the camp program
- Campers will be asked to sign themselves out of the program in order to be dismissed

What if someone other than me is picking up my child from camp?

- Written permission must be provided for any person not listed on the registration form
- All children under the age of 13 must be picked up by a parent/guardian/identified emergency contact who is over the age of 16
- Photo I.D. is required on the first day of camp and each time a new person picks up your child

What if I will be picking up my child early from camp?

- If you know in advance please let the Director know so they are able to have your child ready for your arrival
- If it is a last minute pick-up please call the Director while you are on your way

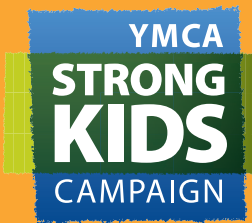
	Buses to Valens		Buses to Bronte	
	#1 Hedgehog		#5 Grasshopper	
Oakville Trafalgar High School - 1460 Devon Road	7:35 am	5:30 pm	8:00 am	5:10 pm
St. Luke Catholic School - 2750 Kingsway Drive	7:50 am	5:15 pm	8:15 am	4:55 pm
Holy Family Catholic School - 1420 Grosvenor Street	8:10 am	4:50 pm	8:35 am	4:30 pm
	#2 Ladybug		#6 Firefly	
St. Andrew Catholic School - 145 Millbank Drive	7:40 am	5:25 pm	7:55 am	5:00 pm
Our Lady of Peace Catholic School - 391 River Glen Boulevard	7:50 am	5:15 pm	8:05 am	4:50 pm
River Oaks Public School - 2173 Munn's Avenue	8:00 am	5:05 pm	8:15 am	4:40 pm
West Oak Public School - 2071 Fourth Line	8:15 am	4:50 pm	8:30 am	4:25 pm
	#3 Dragonfly		#7 Hawk	
Abbey Lane Public School - 1160 Old Abbey Lane	7:50 am	5:15 pm	8:15 am	4:50 pm
St. Joan of Arc Catholic School - 2912 Westoak Trails Boulevard	8:05 am	5:00 pm	8:30 am	4:35 pm
St. Mary Catholic School - 2175 Colonel William Parkway	8:15 am	4:50 pm	8:40 am	4:25 pm
	#4 Chipmunk		#8 Turtle	
W.H. Morden Public School - 180 Morden Road	7:40 am	5:25 pm	8:15 am	4:45 pm
Pine Grove Public School - 529 Fourth Line	7:50 am	5:15 pm	8:25 am	4:35 pm
St. Dominic Catholic School - 2405 Rebecca St.	8:05 am	4:55 pm	8:40 am	4:15 pm



**YMCA of
Oakville**



Healthy, vibrant communities give everyone the opportunity to learn, grow and thrive. That's why we need your help.



Through our YMCA Strong Kids campaign, we welcome individuals, children, youth and families from all backgrounds and stages of life, providing a place where they can learn, grow, play and thrive. With your support, we can create more opportunities for people in our community to become healthier, stronger, more confident and reach their potential. Please join us in supporting YMCA Strong Kids and donate to send a child to camp.

Charitable Registration #11906 4400 RR0001

YMCA of Oakville | 410 Rebecca Street, Oakville, ON L6K 1K7