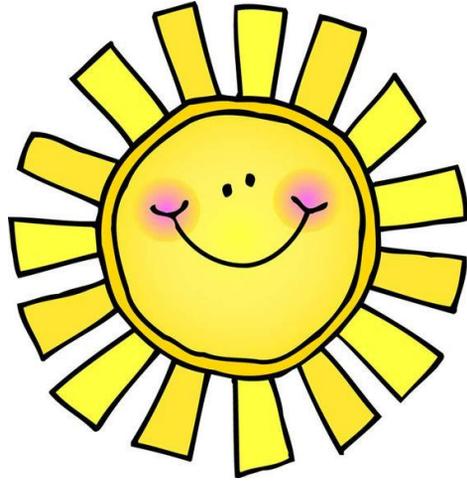


# Parent's Survival Guide



# Camp Saradaca 2019



# Parent's Survival Guide



## For Information Please Contact

Jade Roy  
Summer Camp/Parks Program Supervisor  
City of Sarnia, Parks and Recreation  
255 Christina Street North  
Sarnia, Ontario N7T 7N2

**Office:** (519) 332-0330 ext. 3204

**Cell:** (226) 402-0039

**Email:** [jade.roy@sarnia.ca](mailto:jade.roy@sarnia.ca)

# Parent's Survival Guide

## Welcome!

Dear Parent/Guardian:  
**Welcome to the City of Sarnia Camp  
Saradaca 2019**

Thank you for registering your child(ren) for Camp Saradaca. Our camp leaders are working hard to create a fun and exciting camp experience. Our goal is to provide an environment in which your child(ren) gain new skills, interests, meet new friends, and most importantly have fun!

We have put together this package of important camp information, reminders, and contact information to help you and your child(ren) with the transition into camp. Please take the time to read all materials.

Our camp is **NUT sensitive** and **there are children attending our programs with peanut allergies. Please ensure that there are no peanuts, or even trace amounts in your child's food.**

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## What to Bring to Camp

Getting ready to come to Camp Saradaca? Check off the following list to make sure you don't forget anything. Remember to label all belongings.

**Clothing & Shoes (weather-appropriate)**- Campers should come to Camp Saradaca dressed for a full day of activity. We recommend outdoor activity clothes and athletic shoes (**Please no sport-sandals or open-toed shoes**). Please check what your child brings to camp in the morning to avoid lost items. Name Tags should be on all personal possessions .

**Water Bottle**- Water is a vital component when physically active. Parents are asked to send a water bottle/squeeze bottle each day. There is a water filling station available for use.

**Sunblock**- Your child will participate in outdoor activities everyday. For protection from the sun's rays, we recommend applying SUN BLOCK (SPF #15 or higher) on your child, prior to arrival. Sunblock is most effective when applied half hour before exposure.

**Swimming Gear**- Please pack a swimsuit and a towel with your child everyday. Campers will participate in water activities if the weather permits.

**Gym Bag/Backpack**- A backpack, gym bag, or book bag is recommended for your child's belongings. Please label with the camper's name.

Additional Information: If necessary the summer camps staff reserves the right to search a child's belongings (with another staff member present) for the safety of the child as well as the other participants. Parents will be notified prior to or after the search depending on the situation.

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## Facilities

Your child's day will begin and end at Camp Saradaca. On Thursday's we will have a field trip, and you will be notified of the location on Day 1 of Camp.

## Arriving at Camp

### Check-in Procedure

For safety reasons all campers must be signed in and signed out by their parent/guardian. **Campers will only be allowed to leave with the person(s) authorized to pick them up. Photo Identification is required.**

### Late Arrivals

It is important that campers arrive each day by 9:00am as programming begins promptly at 9:00am. Should you arrive later than 9:00am you must report to a camp leader to sign your child in.

## Departing from Camp

### Early Departures

Should you need to pick-up your child early (before 3:00 PM), please call Jade Roy to make arrangements at (226) 402-0039

### Check-Out Procedures

For safety reasons, all campers must be signed out by a parent/guardian. **Campers will only be allowed to leave with the person authorized to pick them up. Photo Identification is required.**

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## Transportation

The Camp Saradaca Bus is a Sarnia Transit but designated solely to campers. To sign your child up for the bus, please contact Jade Roy, Summer Camps/ Parks Program Supervisor.

**Please ensure that you pick-up your child at his/her bus stop at the scheduled time. The buses are not able to wait around, for the risk of becoming off-schedule. Should you miss your child, they will be held on the bus until the last stop. If you do not show up to pick up your child, they will be escorted to the police station by a camp leader.**

A "Day Camp" sign will be posted in the "Route Destination" window of the bus, so your child must make sure they get on the proper bus. **If your child misses the bus in the morning, you will be responsible for getting your child out to Camp Saradaca.**

### Getting Off At Different Stops

If your child is going to be getting off at a different stop from what they normally do, you are asked to send a note to camp with details. If we do not receive a note from you, your child will only be let off at their regular bus stop.

### Picking Up Your Child

If you or someone else is picking up your child when they normally ride the bus home, we ask that you send a note to camp with the details. Otherwise, your child will be sent on the bus home.

**\*\* PHOTO IDENTIFICATION IS REQUIRED FOR PICK-UP. WE WILL NOT RELEASE YOUR CHILD WITHOUT IT.\*\***

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## Cancellations and Refunds

Refunds are available up to **TWO WEEKS** before the start of each program, and are subject to an administrative fee. There are **NO REFUNDS** once camp has started. There will be no discounts for days not attended.

Approval and consultation to determine the refund require the approval of the director.

## Medication

If your child requires any prescription medications (including Asthma Inhalers), or carries an Epi-Pen, please note this information in the Medical Information Form. All prescription medications must be turned in to a designated camp leader at morning sign-in.

Non-Prescription/over-the-counter medication, including vitamins and herbal supplements will not be permitted. Asthma Inhalers and Epi-Pens will be carried by your child's camp leader. If you wish to discuss your child(ren's) medications, please contact Jade Roy.

**ALL prescription medications must be in the original pharmacy bottle, labeled with the camper's name, and the physician's ordered dosage on the bottle**

## Mosquito Bite Protection

Please apply and send your child with insect repellent each day. Insect repellent is to be sprayed after sunscreen has been applied. Please avoid contact with your child's hands and face.

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## Accidents and Emergencies

In the event that your child becomes ill or is injured while at camp, you will be called and advised of the situation, and may be asked to pick up your child. Please ensure that we know where to reach you at all times and that your child's Medical Information Form is accurate and complete. Please be aware that all leaders are certified in C.P.R, First Aid and they have received Epi-Pen Training.

## Illness

If your child should become ill while at camp, you will be notified. Because we do not have a Registered Nurse on staff, we will ask you to make the decision whether to remove your child from the program for the day. **We ask for your discretion on bringing your child to camp if they are ill.**

There are no refunds for days missed, unless for medical reasons.

## Valuables

Campers are asked to leave all valuables at home as Camp Saredaca will not be responsible for any lost or stolen items while at camp.

**Please note that items such as Cell Phones, Tablets, iPods, Video Games, and Trading Cards are not permitted at camp.**

Any items your child leaves at Camp Saredaca must be picked up on or before August 23<sup>rd</sup>. Any items left will be donated.

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## Discipline

### Behaviour Guidelines

It is the goal of Camp Saradaca to provide a healthy, safe, secure, and respectful environment for all campers and staff. All campers are expected to follow the behaviour guidelines and interact appropriately in a group setting. Please review the following Behaviour Guidelines and Program Rules with your child(ren). Your co-operation is greatly appreciated and will help provide a safe, fun, and respectful environment for all campers and staff.

### Camp Behaviour Guidelines and Program Rules

1. Campers are expected to participate in camp activities, follow the directions of the Camp Leaders and stay with their camp group at ALL TIMES.
2. Campers must be respectful, honest, and considerate of other campers, staff, volunteers, and guests.
3. Campers must be respectful of City property, and property of other campers, staff, volunteers, and guests.

**If a child does not follow the behaviour guidelines, the camp staff will take the following steps:**

#### First Occurrence:

Leaders will redirect the child to more appropriate behaviour.

**Our camp is NUT sensitive and there are children attending our programs with peanut allergies. Please do not pack peanut products.**

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## Discipline

### Camp Behaviour Guidelines and Program Rules

#### Second Occurrence:

A camp leader will meet with the child, and remind the child of the behaviour rules. Parents will be notified by way of an incident report or phone call.

#### Third Occurrence:

The parent/guardian will be contacted immediately by the Camp Supervisor and they will be asked to pick up their child.

**Camp Saradaca reserves the right to ask a parent to pick-up their child early, temporarily suspend the child from the camp program, or completely suspend the child from the camp program (in extreme cases), with no refund.**

### Behaviour Guidelines

The following are ZERO TOLERANCE behaviours and they will result in the immediate suspension from camp with no refund.

- Profanity
- Vulgarity
- Obscenity
- Acting in a lewd manner
- Use of Alcohol
- Use of Drugs
- Verbal Abuse
- Physical Abuse
- Stealing
- Damaging camp property
- Damaging personal property of other campers or staff

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## Rainy Days

The program will continue as usual at camp, as we have a large building on site. Buses will run on schedule. Boots and raincoats should be worn. When it is raining at bus time, children must be properly dressed (boots, raincoat and a hat). Please cooperate. If the day looks stormy, please insist that your child takes their rainwear.

## Lunch/Snacks

Parents/ guardians are asked to send lunch/ snacks and a drink with their child to the program every day. Label your child's snack with their name to avoid mix-ups. Please ensure that the lunch items your child brings are fresh and will not spoil as there is no cooler provided to keep lunches cold.

Please indicate if your child has any allergies.

## Photographs

Occasionally photographs will be taken of the children at day camp for media and program marketing. If you object to your child having their picture taken, indicate this on the release form that will be issued.

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## Special Events & Off-Site Trips

During the summer, special events will be held both on and off the playground site (please review weekly calendar).

Parents/guardians will be notified of special events and off site trips. Parents will be asked to drop off and pick up their child at the offsite trip location. Your child will be required to have a signed parent permission form before being able to participate in any offsite trip.

There may be an additional cost involved in special events. If you do not want your child to attend, advance notice is required.

## Dessert Day

On Wednesday, your child will have the opportunity to participate in a cookie or cupcake decorating class. They will learn basic techniques. At the end of the activity, campers will be given an opportunity to eat their tasty treats. We will ensure that allergy guidelines are followed. If you do not want your child to participate in this activity, please sign the permission form that will be sent home the first day of camp, and return it to a camp leader.



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## Important Reminders

- If you need to call any of the leaders, please feel free to call 519-542-3761 (Camp Saradaca landline) or 226-402-0263 (Camp Saradaca cell phone).
- If there is no response at the above numbers or you have a question or concern, call Jade Roy (Camp/Parks Program Supervisor at 226-402-0039)
- Please return all of the appropriate permission forms for all special events **ON TUESDAY**.
- Just a reminder that there has been an increase in the tick population in Lambton County, so please do a quick “tick check” on your child, paying special attention to the scalp, groin, and armpits.

