**Carleton Place & District CORE Youth Services & Youth Centre**

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**COREYOUTH LEADERSHIP SUMMER CAMP**

**Available July 27th to August 28th 2020**

**AGES: 13-16**

Camp Hours: 10:30-3:30 PM

Drop Off 10:30 PM - Pick Up/ Walk Home 3:30 PM

**$75 for the week ($60 August 4-7)**

Participants should attend every day for best learning experience, and will be tested at the end of the program to receive a certificate! Participants are welcome to volunteer after completing the program, pending gathering limitations.

Registration forms can be downloaded from our website at [www.cpyouthcentre.org](http://www.cpyouthcentre.org)

|  |
| --- |
| **REGISTER BY EMAIL:** [**Coordinator@cpyouthcentre.org**](mailto:Coordinator@cpyouthcentre.org)  *You can fill in the Word file version of this form and send to us, so as long as everything is signed onsite at sign in of your child(ren)'s first day of camp.*  *We currently only take cash or cheque at this time.*  ***FIRST COME FIRST SERVE | PLEASE COMPLETE FORMS IN ADVANCE IF POSSIBLE*** |

**Address**: 360 Edmund St. (back entrance of Carambeck Community Centre)

*For more information please contact 613-257-8901*

*Please carefully read all pages of this form prior to registering your child.*

*COVID-19 NOTICE - NEW CAMP FORMAT INFO Page 3*

*Leaders Today. Leaders Tomorrow. Leaders for Life.*

**COREYouth Leadership Summer Camp**

**Available July 27th to August 28th 2020**

*Camp Description: This 1 week, half day program for 13-16-year old's focuses on having fun while providing participants with knowledge, skills, resources and tools to be a prepared, responsible and engaging leader for camp counselor or child care like roles. Participants will get experience preparing and/or facilitating activities for a variety of ages. Participants will be in one small group of 8 for camp which also includes fun and creative physically distant sports, games, and crafts. Activities will be held outside whenever possible and enhanced safety measures will be in place.*

*\*****Important Notice:*** *There will be no excursions this year that require transportation and compromise any preventative measures, until further notice.*

***WHAT TO BRING TO SUMMER CAMP:*** *Lunch and one or more snacks. Personal reusable water bottle.* Towel, change of clothing, running shoes, swim wear, sun screen, bug spray, sun glasses, hat, flip flops/sandals, and a jacket for inclement weather. Put on sunscreen before camp, campers are expected to reapply during the day. Please ensure your child(ren)’s belongings are labelled with their name.

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**WEEKS TO REGISTER FOR!**

**July 27 to 31 - $75 for the week - 10:30 AM - 3:30 PM**

**Aug 4 to 7 - $60 for the week - 10:30 AM - 3:30 PM**

**Aug 10 to 14 - $75 for the week - 10:30 AM - 3:30 PM**

**Aug 17 to 21 - $75 for the week - 10:30 AM - 3:30 PM**

**Aug 24 to 28 - $75 for the week - 10:30 AM - 3:30 PM**

\*HST included in all prices.

**COREYouth LEADERSHIP SUMMER CAMP 2020 – COVID19 MEASURES AND STRATEGIES**

*COREYouth Services has designed camps in accordance with Provincial guidelines and advice from Public Heath that support preventative measures and mitigation strategies, including physical distancing measures and group sizes. Some of the enhanced and strict public health measures that will be in place include:*

* *Smaller group sizes (2 separate groups of 8)*
* *Maintaining physical distancing requirements*
* *Frequent sanitization and cleaning in high use areas*
* *Screening protocols for campers and staff*
* *Partitions installed to act as sneeze guards where appropriate*
* *Floors marked and pylons used to mark physical distancing measurements of two metres*
* *Staff will wear Personal Protective Equipment, including cloth face masks, when physical distancing can’t be maintained*
* *Camp participants are encouraged to wear cloth face masks during activities where it may be difficult to maintain a distance of two metres*

*The camp will not include field trips requiring group transportation, indoor swimming, skating, guest speakers and entertainers, or specialty summer camp programming. Instead the camp will focus on fun and creative physically-distanced sports, games, and crafts this summer with activities help outside whenever possible. The Camp may make local trips such as Nature Walks, Scavenger Hunts, or Orienteering, while maintaining preventative measures and mitigation strategies.*

*Camp participants will be split into smaller groups, siblings and members of the same household can be in the same group if desired.*

*Campers will be screened for symptoms upon arrival, which will be recorded on the sign-in sheet. The sign-in and screen process will take place outside and physical distancing will be enforced.*

*Staff will be keeping daily records of anyone (e.g., camp participants, staff and essential visitors) entering the program setting who stays for 15 minutes or longer. Records, including their name, contact information, time of arrival and departure, and screening completion will be kept up-to-date and available to facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak.*

*Staff will be wearing Personal Protective Equipment (PPE) when appropriate. Visitors and the general public will not be allowed at the Youth Centre. Physical distancing of 2 metres will be emphasized and enforced, with the exception of staff interventions for behaviour management and issuing first aid.*

*Protocols will be in place if a camp participant begins to show symptoms of COVID-19 while in camp, including immediate notification to the parent/guardian and the need for immediate pick-up. The camp participant will await in an isolation area, with an employee, until pick-up.*

*There is the possibility of increasing the number of participants in camp as the Province increases gathering limits, but total numbers will consider facility size and available space. Day camps may be cancelled without prior notice during heat waves, in the event of a staff shortage, or if there is a spike in COVID-19 cases. Last-minute cancellations will be communicated out to parents by telephone.*

*We reserve the right to discharge any child from camp who is not adhering to any safety guidelines. For more Information on Ontario Ministry of Health Summer Camp Requirements visit* **cpyouthcentre.org/coreyouth-summer-camp**

**2020 COREYouth Leadership Summer Camp****Registration Form**

**Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone #: (H)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(C)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(W)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Ontario Health Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Medical Conditions/Allergies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Photo Release**

I give consent for my child to have photos taken and published by the Carleton Place and District CORE Youth Services & Youth Centre. Please Sign next to yes or no: Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Walk or Bike Home Consent**

I give consent for my child to sign themselves out at end of camp and to walk or bike home off of the property.   
Please Sign next to yes or no: Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMERGENCY CONTACTS & AUTHORIZED PICK UPS**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Additional Authorized Pick Ups (Full Names): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Please indicate with a checkmark which days/weeks your child will attend:***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Weeks of** | **Monday** | **Tuesday** | | **Wednesday** | **Thursday** | **Friday** | **Cost** |
| July 27 – July 30 |  |  | |  |  |  | $ |
| Aug 3 – Aug 7 | CLOSED |  | |  |  |  | $ |
| Aug 10 – Aug 14 |  |  | |  |  |  | $ |
| Aug 17 – Aug 21 |  |  |  | |  |  | $ |
| Aug 24 – Aug 28 |  |  | |  |  |  | $ |
|  |  |  | |  |  | **Total** | **$** |

*I confirm that I have been provided with the Registration Form for this program, and agree with the conditions on the form.* **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COREYouth Summer Camp**

**Excursions Consent Form**

Over the course of the summer, COREYouth Summer Camp participants may be involved a variety of excursions walking to the location of activity or providing an activity while walking. We would like to receive consent from parents/guardians for your child to participate in COREYouth Summer Camp activities that take place off-site.

Name of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Birthday (dd/mm/yy): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Health Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medical Conditions/Allergies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A. I, the parent/guardian of the above-mentioned child, agree that my child is voluntarily participating in these excursions.

B. I hereby acknowledge that there are inherent risks, including mishaps or accidents that may occur while travelling to or from the locations.

C. I am aware that there are inherent risks in participating on the excursion whether the activity occurs indoors or outdoors.

D. I hereby absolve and release Carleton Place CORE Youth Services & Youth Centre, its employees, agents, and Board of Directors from any and all liability for any injury or loss whatsoever, no matter my child suffered it, while travelling to, participating, or returning from excursions.

E. I confirm that I am the parent/guardian and I am aware of the effect of signing this release.

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Carleton Place and District CORE Youth Services**

**COREYouth Summer Camp**

**Program Policies**

**2020 Registration Policy**

Registration can be done at CORE Youth Services or via email. Forms can be found on our website and dropped off at our location or returned through email. A locked mail box is located at our front door for from and/or payment drop off after your registration has been confirmed. ***Registration must be received at least one week in advance of your child’s start date*** to ensure the appropriate number of staff are available. Ongoing registration is possible provided space is still available.   
  
**Campers registered for the week must remain in their assigned cohort. If participant is withdrawn anytime during the week, as per Ministry of Health requirements, your child(ren) are to not join a new cohort for a minimum of 7 days starting from your first date registered that week.**

**Cancellations / Change of Dates**

Registration confirms your child for the days/weeks you indicated. Please ensure your desired dates reflect your personal schedule as other children may be turned away because of limited space.

Date changes or cancellations are required to be made in writing one week prior to any change. Every effort will be made to try to accommodate date changes based on Ministry of Health requirements, availability and staffing.*Payment for days/week(s) being switched can be carried over provided they are requested one week in advance.*

***Please see our refund policy for further information on refunds.***

**Payment Policy**

Payment is required to be paid in full at the time of registration. This secures your child’s space at camp for the dates indicated. If this is not possible, the balance outstanding must be paid by post dated cheques one week prior to the Monday of the weeks of participation. *If payment is not received as set out above your child will not be able to attend.*

***Methods of payment include CASH or CHEQUES ONLY please.***  Please indicate your child’s name on the memo line of your cheque payments. A $30 administrative fee will be charged for any returned cheques.

**Refund Policy**

After registration has been completed, refunds will only be granted if written notice is received by the organization no later than one week in advance of your child being absent from camp. If this proceedure is followed, a refund of 50% will be issued or you have the opportunity to reschedule to another week if space is available.

**2020 Sign In & Out Policy**

Parents or legal guardians must notify Program Staff if the participant will be late attending the program or absent. All campers must be signed in for camp every day by a parent, guardian, emergency contact or any authorized pick up name as specified on their registration form. Staff will not release a participant to any person who is not authorized by the parent or legal guardian to do so. *Participants must arrive with parent/guardian for Sign In & COVID19 Screening the event they do not pass the screening*. Participants are allowed to walk/bike home at the end of the day with written or emailed consent from parent or legal guardian. Parents, legal guardians, or authorized individuals are responsible for the participant before the start of the program, upon arrival when picking up the participant at the end of the program, or when your child is permitted to sign out. Sign In/Out is a time to communicate with camp staff and receive updates or information about camp activities and/or your child.

**Aggressive Behaviour Policy**

CORE Youth Services ensures a non-violent environment at our camp, where each child is safe and feels a sense of security and well being. As such, violent and aggressive behaviour will not be tolerated and will be subject to a progressive action plan up to and including discharge.

**Action Plan**

Warning 1 Child will be asked to sit out or other appropriate discipline that will be implemented by the Staff. A note will also go home to the parents to inform them of the next steps to be taken.

Warning 2 Talk to the parents to discuss solutions to the problem as well as what actions can be taken during program hours and at home.

Warning 3 The child will be removed from the program

*All warnings will be documented on a log sheet by the Program Staff and Executive Director*

**Photo Release Policy**

Photos and videos may be taken of your child while participating in programs or activities with CORE Youth Services and COREYouth Summer Camp. These may be used within our facility, on advertising and promotional material, printed in local print media or posted on our social media sites on the internet. Please notify using the photo release consent if you do not wish to have your child appear in any photo or video used to promote our camp.

**Medication Release Policy**

If your child requires medication while attending camp, please ensure a Medication Release form is completed. Any medication that is dropped off must be in a plastic bag and clearly labelled with your child’s name and administration instructions. Staff will not administer medication without your consent.

**2020 Illness/Injury Policy**

If your child is sick, please **DO NOT** send them to camp for the safety and well being of staff and other campers. We strongly encourage your child receive testing for **COVID19** if you feel they are showing signs and symptoms ofthe virus. If your child does not have COVID19, please do not send them to camp until they have been symptom free for 24 hours. If your child comes to camp sick or with an infection or becomes sick during the day, you will be called to pick them up immediately.   
  
Protocols will be in place if a camp participant begins to show symptoms of COVID-19 while in camp, including immediate notification to the parent/guardian and the need for immediate pick-up. The camp participant will await in an isolation area, with an employee, until pick-up.

If you child feels sick or receives a minor injury while at camp an incident/accident form will be completed and you will be notified at pick up time. If an injury warrants further attention, the management staff will be notified and parents will be contacted if required.

Day camps may be cancelled without prior notice in the event of heat waves, staff shortage, or if there is a spike in COVID-19 cases. Last-minute cancellations will be communicated out to parents by telephone.