

Carleton Place & District Youth Centre



Carleton Place Youth Centre Summer Camp

July 5th to August 27th 2021

AGES: 8-14

Camp Hours: 9 AM to 4 PM
Pre-Care Drop Off: 7:30 to 9 AM
Post-Care Pick Up: 4 to 5:30 PM

\$150.00 per week OR \$30 per day*

**Daily registration permitting participant has not been in, or does not enroll in, another cohort/camp during the same week.*

Registration forms can be downloaded from our website at www.cpyouthcentre.org
or you can pick one up at our location during registration nights.

REGISTER VIA EMAIL!
FIRST COME FIRST SERVE

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

Email: coordinator@cpyouthcentre.org

For more information please contact 613-257-8901

SAFETY OF STAFF, PARENTS/GUARDIANS AND PARTICIPANTS IS TOP PRIORITY

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

CPYouthCentre Summer Camp **July 5th to August 27th 2021**

Camp Description: Camp for children ages 8-14, participants will be placed in smaller groups of campers for fun and creative physically distant sports, games, and crafts. Activities will be held outside whenever possible and enhanced safety measures will be in place.

Two snacks and a lunch will be provided everyday. Walking off site to destinations for activities will be provided, please see waiver attached. Should charter bus transportation be needed Parents/Guardians will receive a new waiver. Camp runs Monday to Friday 9 am to 4 pm with planned activities starting at 9am. Pre-Care Drop Off is from 7:30 to 9 AM, and Post Care Pick Up will be from 4 to 5:30 PM at no additional cost.

WHAT TO BRING TO SUMMER CAMP: *Masks and replacement masks and a means of storing them, lunch and 2 snacks if desired. 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 labeled with their name.*

SUMMER CAMP THEMES

Themed activities are exciting and are something your child looks forward to. While we are not able to provide the quantity of themed activities from years past because of our COVID safety format, we will provide multiple themed activities of the day.

July 5 to July 9 - Challenge Week - \$150.00/week or \$30/day

July 12 to July 16 - Outdoor Adventure - \$150.00/week or \$30/day

July 19 to 23 – Camp's Got Talent! - \$150.00/week or \$30/day

July 26 to 30 - Science Week - \$150.00/week or \$30/day

Aug 3 to 6 - DIY Arts & Crafts Week - \$120.00/week or \$30/day

Aug 9 to 13 - Sports Extravaganza - \$150.00/week or \$30/day

Aug 16 to 20 - Fantasy Week - \$150.00/week or \$30/day

Aug 23 to 27 – Camp Greatest Hits - \$150.00/week or \$30/day

More information on Camp Themes online! cpyouthcentre.org

HST is included in all camp prices.

CPYouthCentre SUMMER CAMP 2021 – COVID19 MEASURES AND STRATEGIES

CPYouth Centre has designed camps in accordance with Provincial guidelines and advice from Public Health 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 size*
- *Maintaining physical distancing and mask requirements*
- *Frequent sanitization and cleaning in high use areas*
- *Screening protocols for campers and staff*
- *Floors marked and pylons used to mark physical distancing measurements of two metres*
- *Staff will wear Personal Protective Equipment, including face masks, when physical distancing can't be maintained*
- *Camp participants must wear face masks during activities where it may be difficult to maintain a distance of two metres*

The camp may not, pending government day camp guidance, 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 siblings and members of the same household do not have to be physically distanced. 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 where possible 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. Non essential visitors are not permitted into the camp setting. 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.

Day camps may be canceled 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 or terms and conditions of enrollment. For more Information on Ontario Ministry of Health Summer Camp Requirements visit cpyouthcentre.org

2021 CPYouthCentre 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 Youth Centre. 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 5 – July 9						\$
July 12 - July 16						\$
July 19 – July 23						\$
July 26 – July 30						\$
Aug 3 – Aug 6	CLOSED					\$
Aug 9 – Aug 13						\$
Aug 16 – Aug 20						\$
Aug 23 – Aug 27						\$
					Total	\$

I confirm that I have been provided with the Registration Form and agree with conditions of enrollment, centre & program.

Signature: _____ Date: _____

CPYouth Centre Summer Camp

Excursions Consent Form

Over the course of the summer, CPYouth Centre Summer Camp participants may be involved in 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 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 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 traveling 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 Youth Centre
Summer Camp
Program Policies

2021 Registration Policy

Registration can be done at CP Youth Centre 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 form 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. Daily registration permitting participant has not been in, or does not enroll in, another cohort/camp during the week. If participant is withdrawn anytime during the week, as per Ministry of Health requirements, your child(ren) are to not join a new camp during the 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 procedure is followed, a refund of 50% will be issued or you have the opportunity to reschedule to another week if space is available. In the event of a cancellation due to low registration or lockdown, refunds and prorated refunds will be provided.

2021 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 & 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. It is ideal for the same parent/guardian arrive for pickup/drop off to reduce potential spread.

Aggressive Behaviour Policy

Carleton Place Youth Centre 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.
- Final Action 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 Carleton Place Youth Centre 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 labeled with your child's name and administration instructions. Staff will not administer medication without your consent.

2021 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 of the 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 your 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 canceled 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.