

## **Esquimalt Parks & Recreation Summer Program General Information**

Parents, please read the following information. Your knowledge of this information will answer some of your questions and assist us in running our camp more efficiently.

### **What to bring to camp everyday:**

- ✓ Healthy snack and lunch
- ✓ Plenty to drink (recommend 2 water bottles)
- ✓ Sunscreen and sunhat
- ✓ Bathing suit and a towel
- ✓ Older clothing that can get dirty, muddy and sandy
- ✓ Raingear on rainy days
- ✓ For safety reasons, close toed shoes or at least sandals that your child can run in
- ✓ Backpack
- ✓ Necessary medications or medical devices, ex. Inhalers for asthma or EpiPen for allergies. Permission to Administer Medication Form and/or Emergency Medical Care Plan for Anaphylaxis and/or Asthma Forms will need to be filled out. These are available on-line at [www.esquimalt.ca](http://www.esquimalt.ca) or in person at the Recreation Centre.
- ✓ Please check with your child's leaders at the beginning of each week to see if there is any additional items your children should be bringing to camp

### **What not to bring to camp:**

- Money for vending machines etc
- Personal Video devices
- MP3 Player, ipod, cell phones etc
- Nice clothing that cannot get dirty
- Clothing with inappropriate logos/language
- Thong sandals(flip flops) or other footwear that cannot be used for athletic activity

### **Common Questions:**

1. **Do I need to call if my child will be away?** Yes, please call Reception at 250-412-8500 ASAP if you know your child will be away from camp for the day.
2. **Can I drop my child off at 8:30 so that I am not late for work at 9:00?** Yes, when registered for the Extended Care Program. **How does extended care work?** We offer extended care from 7am-9am for a rate of \$30/week and 3am-5pm at \$30/week. We ask that you not drop off or pick up your child early or late from our extended program.
3. **Why am I being charged a deposit and how does it work?** When you sign up for your first week of camp we take a deposit against you removing your child at the last minute without extenuating circumstances. If your child does start camp then the deposit is included in your total camp charge. If you sign up for more than one week of camp there is not additional deposit for the successive weeks.
4. **Can I postdate my checks for camp?** Yes, we accept postdated checks as long as they are dated approximately one week before the start of camp. To find out the exact date your check must be made out for, please call reception at 412-8500.

## **Esquimalt Parks & Recreation Summer Camp Policies**

### **Behaviour Policy**

At Esquimalt Recreation we ask all of our patrons to abide by the following code of conduct.

We strive to ensure that all persons are treated with Dignity, Respect, Honesty & Fairness. It is everyone's responsibility to report witnessed misconduct. Behaviour will not be tolerated, ignored or condoned if it is:

- 1. aggressive, offensive, abusive or harassing**
- 2. interferes with another person's enjoyment of the recreation facilities**
- 3. impedes staff ability to conduct business**

### **Our Behaviour Management Strategy:**

Aggressive, offensive abusive or harassing behaviour will not be condoned or tolerated in order to ensure the safety of all camp participants. All incidents are recorded by staff and filed with the supervisor each day. Parents of children involved in incidents will be called and asked to pick up their child. Parents will be provided with a copy of the incident on either the day of the incident or the following day. Depending on the severity or frequency of the incidents(s), campers may be withdrawn from the program at the discretion of staff.

### **Our Summer Hopes:**

Here at Esquimalt Recreation we truly do wish to provide your children with the best summer possible. It is our sincere hope that every child that comes to our camps does so with the desire to play and have as much fun as possible. We ask you to understand that it is our job to encourage the positive growth and development of all those involved with our program (kids, leaders and all other recreation staff and patrons). Our behaviour management policy and plan is put there to facilitate this and ensure the safety of your child. Our staff is here to that see your kids have a wonderful and safe time this summer.

If you have any questions please call reception at 412-8500 or Summer Program Supervisor at 883-0103.