



The Ultimate Summer Camp

Parent Guide



Dear Parents and Guardians

Thank you for choosing The Ultimate Summer Camp! We are happy to have your camper(s) with us. This parent handbook is your guide to assist us in providing the best experience possible for your child(ren) this summer. Please take the time to review the handbook and keep it on hand throughout the summer as an information resource.

There are many exciting activities planned for the summer and to ensure that you are well prepared, we have put together a list of necessities your camper(s) will need to bring with them. Things to send everyday:

- Lunch & Snacks
- Nut-free and litter-less
- Running shoes, a hat
- A change of
- Sunscreen
- Extra drinks (water, water, water)
- A backpack to keep your camper's stuff in, with their name on it!

Jericho Youth Services believes that summer camp provides your child(ren) with the opportunity for healthy growth and development and to embark on new friendships. We see parents as partners in this summer adventure and welcome your suggestions and comments. Please introduce yourself to our program staff and get to know them. Each of our staff has been carefully selected based on their skills, talents and commitment to healthy child development. They will be happy to answer any questions you may have.

Please feel free to contact me should you have any questions

Sincerely

Chantelle Oosterhuis

Camp Director

905 722 5540 ext 5519

Chantelle.oosterhuis@jerichoys.org

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Parks and Recreation Ontario – Principles of Healthy Child Development

Jericho Youth Services believe that recreational programs and sports provide your child with the opportunity for healthy growth and development. To ensure the programs are of the highest quality, we incorporate the **HIGH FIVE®** principles of healthy child development into all program designs.

Principles of Healthy Child Development

A Caring Adult: Acts as a positive supportive role model with helping children ages 6 to 12 years develop positive social skills, self-esteem and self-confidence.

Play: Stresses fun, creativity and cooperation. Play allows children to shape their environment, use their imaginations and enjoy the activities they are involved in.

Friends: Friends help introduce children to the bigger world beyond their family, share in humour, test loyalty from their first audience and offer support and criticism. Within the supportive/caring relationships characteristic of effective programs, a positive peer interaction was the second most frequently cited attribute.

Participation: Involves children in the planning and implementation of activities, helping them feel involved, independent, and competent.

Mastery: Develops self-esteem and positive identity in children.



Supervisors & Program Leaders

A caring leader is an essential component in ensuring a positive day experience for your child. You will take comfort in knowing that all Jericho staff goes through a thorough screening process including an interview, reference checks and vulnerable sector screening checks.

All of our Jericho Youth Services staff members are certified in HIGH FIVE®'s – Principles of Healthy Child Development. This provincial training program focuses on understanding children and how to create programs that support their development.

In addition to the HIGH FIVE® training, all of our program staff have a current Standard First Aid CPR Certificate and we provide an extensive training program which include topics such as program planning, understanding child behaviour, problem solving, planning special events, working with children who have special needs, emergency procedures as well as practical experience leading games, crafts and singsongs.

Supervision Ratios

Our staff/child ratios reflect our commitment to safety and high quality program supervision. Our camps operate with a maximum ratio of one leader to every 12 children (1:12). In most cases, ratios are supported with our volunteers, all of whom have completed the volunteer screening process and training in accordance with the Jericho Youth Services Policy.

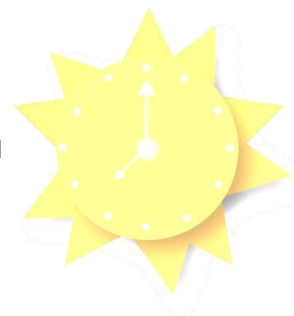
Concerns and Suggestions

If you have any concerns or suggestions regarding any aspect of our program throughout the summer, please do not hesitate to talk to the Camp Supervisor, who oversees your child's summer camp. They are responsible for the direct supervision of all campers and staff as well as handling any concerns or questions parents/guardians may have. Camp Supervisors can be reached on their camp cell phones during camp hours and their number will be on your Camper Email. Please also feel free to contact the Camp Director Chantelle Oosterhuis at 905 722 5540 ext 5514, who is responsible for the operation of all our program locations.

Camp Hours

Regular Hours Camp runs from 8:30am to 4:30pm at all sites

On a regular camp day, please drop off your child at 8:30am and pick up your child at 4:30pm. If your child arrives early or is picked up late on more than one occasion, you will be asked to register them in our extended hour's program. Our staff put a lot of energy into providing a quality program for your children all day and they appreciate your efforts in complying with these requests.



Extended Hours

Extended hours are available for an additional fee for all camps.

Before Care	\$12.50per camper	8:00am to 8:30am/per week
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After Care	\$12.50per camper	4:30pm to 5:00pm/per week
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For your child's safety, please do not drop them off prior to 8:00am as our staff will not be available for supervision.

Sign In and Out

Your child/children must be signed in and out by their counsellor each day. With your written permission, participants who come and go on their own to camp can sign themselves in and out (forms are available from your supervisor). Please inform Program Leaders in advance if your child is unable to attend camp. We will follow up with a phone call if an expected participant has not arrived.

Authorized Pick up and Emergency Contacts

At the time of enrollment you will be asked to provide the names and contact information including telephone numbers of any adults 16 years of age or older that you authorize to pick up your child or come to the program in the event you cannot be contacted when your child is ill or has been involved in an emergency. Please make sure to keep your Recdesk file up to date. If you require an alternate person to pick up your child who is not on the list please provide this information in writing to a Jericho Ultimate Summer Camp staff member.

If Your Child is Unable to Attend

It is important for us to know if your child is unable to attend camp. Please send a note with your child (in advance if possible) so we can plan accordingly and advise his/her counselor not to expect them. If your child is ill, please call the Jericho Youth Services office at 905 722 5540 ext 5514 to advise us that they will not be attending. We will inform the location Supervisor immediately. Please do not send your child to program when they are sick. If your child is not able to fully participate in the program due to health reasons (i.e. flu) you will be called to come pick them up.

Late Pick up

Jericho staff members are counting on you to be on time to pick up your child at the end of the program so that they can meet their personal and family obligations. We do understand that weather and traffic accidents happen, however please make arrangements for an alternate adult to pick up your child. You may be withdrawn from the Jericho program if you are frequently picking up your child late.

Ensuring Positive Experiences

Summer Squads

Although most programs are listed with a wide age span, children will be grouped according to age. Summer Squads break up larger camps into smaller groups where campers have a better opportunity for building relationships and full participation in activities.

Camper's Safety

Jericho staff members are trained to inspect each camp site daily for any potential hazards. Activities and games are planned with participant's safety in mind and are always watched to ensure that safety standards are maintained. All program sites have access to a telephone and each counselor carries a First Aid Kit. All staff holds current First Aid Certifications. In the event of a minor injury to your child – scraped knee etc., staff will apply basic first aid by cleaning the wound and applying a bandage. In the unlikely event of serious injury to your child, emergency services will be called immediately to respond to the situation. You will be contacted immediately with information regarding the incident. If an ambulance is required to transport your child to the hospital, a member of our staff will accompany your child.

Program Plans

We want you to know what we'll be doing. On Monday of each week, program plans will be posted on the Parents' Boards at each location. Should you have any questions or suggestions regarding these plans, please see the Supervisor or your child's counsellor

Lost and Found

Each program location will have a lost and found box. Please check the box regularly to see if anything belongs to your child. Please put your child's name on all of their belongings to assist us in finding the rightful owner. Any items not claimed by the end of summer will be donated to charity.



Extreme Weather

During extreme weather conditions, advisories or alerts, (heat, smog or wind chill) the Jericho staff follow the guidelines of the local health department. Our first priority is to keep the children safe from serious adverse health effects such as sunburn. Jericho staff will adjust the amount of time spent outdoors or provide an alternative indoor plan. When the school buses are cancelled, our programs will be cancelled for that day.

Behaviour Management Policy

We believe that positive program experiences strengthen and build each child's self-esteem. Jericho Ultimate Summer Camp staff are dedicated to providing your child with a creative and innovative day at program which will keep them interested and engaged.

Behaviours that do not contribute to the well being of the participants and the staff will be tracked with our behaviour management system, "Working Towards Positive Behaviour". The purpose of these forms is to work with the child to change their behaviour at camp. Your support is appreciated in having a follow-up discussion with your child.

Based on the intent and severity of the incident, a participant may be withdrawn from the program. As confidentiality in this process is key, Jericho staff are instructed to keep forms in a secure location and do not share the information with individuals outside the program setting.

Friendship Act

Jericho Youth Services has a set of rules that all children at our camps need to abide by, called the Friendship Act. Supervisors and Jericho staff members will go over the Friendship Act with the group the first week of programs and when needed. These are posted at all of our programs for parents/guardian and children to see.

Medication

If your child requires medication during the program, a Schedule Medication Dispensing form must be completed. These forms are available from the Supervisor at the program location. Only medications prescribed by a physician will be considered for administration by our staff. Medication must be stored in its original container with appropriate dosage and directions for administration on the label.

All medication must be signed into the care of the Supervisor by the parent or guardian. The medication will be secured in a lock box and will be signed back into the care of the parent or guardian at the end of the day or week as requested. Medication such as epi-pens and asthma puffers will be carried by the child's counselor or carried by the participant if indicated on the Schedule Medication Dispensing form by the parent or guardian. Staff cannot administer medication but will supervise participants capable of administering their own. In case of a life threatening situation where the participant is unable to administer medication such as an epi-pen or asthma inhalers, staff will assist.

Children with Special Needs

If your child has a special need or health condition, we ask for your help in letting us know well before the first day of camp. Please contact us at 905 722 5540 to discuss how we can best provide the support your child needs. Jericho does offer an Inclusion Facilitator for children that need a 1-on-1 support staff. Our Inclusion Facilitator will work with the child to ensure that they are integrated into the daily program. It is the responsibility of all camp staff to work with the Inclusion Facilitator to ensure the camp experience the best optimal for all participants.

A poster titled "Friendship Act" with a yellow star border. It lists several rules for campers: Listen! No one will hear anything if 2 people talk at the same time; If you have to leave the program area for any reason ... Ask a leader; Use appropriate and positive language; If you need something ask a leader; If you have a problem you cannot solve ask a leader to help you out; Hands off – Respect one another's personal space and property; Clean up after yourself; Be friendly to one another; Help out when you can; Keep toys, phones and things from home in your school bag. At the bottom, there are fields for "Name:" and "Date:", and a footer with social media icons, the phone number 905 722-5540, the website jerichoyouthservices.org, and the Jericho Youth Services logo.

Friendship Act

Listen! No one will hear anything if 2 people talk at the same time

If you have to leave the program area for any reason ... Ask a leader

Use appropriate and positive language

If you need something ask a leader

If you have a problem you cannot solve ask a leader to help you out

Hands off – Respect one another's personal space and property

Clean up after yourself

Be friendly to one another

Help out when you can

Keep toys, phones and things from home in your school bag

Name: _____ Date: _____

905 722-5540
jerichoyouthservices.org

JERICHO
youth services

COOL FACT: Jericho Ultimate Summer Camp is one of the only camps in York Region to provide an Inclusion Facilitator at no extra cost!

Preparing your Child for our Programs

What to bring

Your child should bring the following each day of camp: lunch & snacks – nut-free and litter-less, running shoes, a change of clothes, a hat, sunscreen, extra drinks (water, water, water) in a backpack, with the camper's name on it!

Money/Valuables

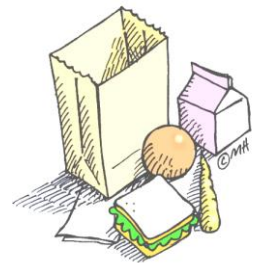
The counselors are not responsible for any money or valuables brought to program. We strongly discourage participants from bringing any electronic devices (i.e. video games, iPods, cell phones, cameras, etc.) and money. If a participant does bring any of these things to program, they will be asked to put them away. If a participant rides their bike to camp, it is the individuals' responsibility to ensure the bike is left in a secure location during camp hours.

Lunch and Snacks

Please provide your child with a nutritious lunch, snacks and plenty of drinks for every day of camp. Refrigeration will not be available. As part of our attention to the camper's safety, we have regular water breaks, so please pack a water bottle. Due to the number of nut related allergies of our campers and staff, peanut butter, nuts and foods that contain nut by-products will not be allowed at camp.

Sunscreen Policy

We are all concerned with the damaging effects of the UVA and UVB. For this reason, we request that parents send sunscreen, sunglasses and hats with their children. Jericho staff members will periodically check to ensure that participants are wearing sunscreen. In order to assist the staff, please ensure your child knows how to apply sunscreen to his/her body.



Bus Trips

Our summer camps go on a one-day bus trip weekly. Supervisors at the camp locations will inform you on the Monday which day the camp will be going on the trip and this will be posted on the camp board at your camp location. The safety and whereabouts of each camper is our primary concern during trips. On all trip days, campers must wear their camp T-shirt. All procedures are reviewed with the campers ahead of boarding the bus, including rules about behaviour on the bus, safety and the buddy system. Packed lunches are required for all trips – no lunch items will be purchased.

Bus Trip Supervision

We maintain our 1 staff member to 10 participant's ratio on all trips. This ratio is enhanced to include the added support of youth volunteers from our Volunteer Program. To ensure the safety of your child, only Jericho staff will be allowed to supervise your child on trips.



Program Evaluations

We care about what you think of our programs and we are always open to suggestions. Program Evaluation Surveys forms will be distributed to all parents via email or web link. Please complete the survey to keep us informed of the camp experience. Comments or concerns can also be brought to the attention of the Camp Director at 905.722.5540 ext. 5519, chantelle.oosterhuis@jerichoys.org, or in person at the Jericho office (The Link, 20849 Dalton Rd, Sutton). Your assistance in completing the evaluation will help us to fine tune and to plan for next year.

Thank you for choosing Jericho Youth Services Ultimate Summer Camp!
