

Day Camp Program



We would like to extend a warm welcome to participants in the 2021 Day Camp Programs.

We understand that you may have many questions about the program, and we would like to reassure you we will be adhering to all public health guidelines to ensure our facilities are safe and clean. Please review the most updated version at the link below. If you have any questions or concerns, please feel free to contact us at recreation@stjohns.ca.

<https://www.gov.nl.ca/covid-19/information-sheets-for-businesses-and-workplaces/recreation-and-sport-based-after-school-programs/>

Please note that the safety information included in this document may change based on public health guidelines. An updated program information package will be emailed to registrants, prior to the start of the program.

Registration

Please ensure your RECconnect Account and email are up to date with contact information, and emergency contacts. It is extremely important that you list any allergies or underlying medical conditions at registration.

Hours of Operation: 8 am to 5pm with lunch supervision provided.

Cost: \$125 per week (\$112.50 per week at Shea Heights and Kilbride). *A \$25 non-refundable deposit (per child, per week) will be deducted for all day camp refund requests.*

Camp Discovery is designed for children aged 6 to 8 years (going into grades 1 to 3):

- Paul Reynolds Community Centre

Camp Explore is designed for children aged 9 to 12 years (going into grades 4 to 6):

- Rotary “Sunshine” Park – Outdoor themed camp (bussing included but details will be emailed to participants prior to start of program)

Camp Adventure is designed for children aged 6 to 12 years (going into grades 1 to 6) at the following locations:

- Bowring Park - Bowring Park Pool House (see details under **Pick up/Drop off** below)
- Paul Reynolds Community Centre
- Kilbride Community Centre
- Southlands Community Centre
- Kenmount Terrace Community Centre
- Shea Heights Community Centre

Camp Activities

- Room set up will be set up to allow for physical distancing.
- Leaders/staff will have equipment kits for use with their leader group and assign materials to participants to avoid sharing of supplies (i.e., labeled art kits, assigned seating space, own basket for personal items).
- A detailed newsletter will be emailed out with activities and reminders prior to the start of each week.
- Children will be assigned their own space where they will eat, store their belongings and be provided with individual art materials and or table-top games for their exclusive use.
- Activities will focus on physical activity, fundamental movement, and art.
- Outdoor play is a key element of the program and we are hopeful for great weather.
- There are several internal resource leaders/staff who will provide “special” activities to each of the programs such as dance play, outdoor pursuits, coding, and participation. Guest speakers will be COVID screened, with visits documented or through virtual means.
- To optimize the camp experience, the program will offer opportunities to visit alternate city locations for various activities (i.e., Rotary Park, Bowring Park, etc.). There will be no fieldtrips to non-city locations.
- Bussing is limited to specific programs that require bussing to get to the program location (i.e., Rotary Park). Participants attending Camp Explore should indicate their pickup location at registration.
- Regular handwashing/bathroom routines will be in place as part of the daily routine.

Waitlists

Through RECconnect you can place your name on a program wait list and you will be contacted by email if any spaces become available. Registration will be on a first come, first serve basis.

Refunds

A refund is available if submitted 14 days prior to start of the program. A \$25 non-refundable deposit (per child, per week) will be deducted for all day camp refund requests.

<http://www.stjohns.ca/forms/application-refund-credit-transfer-or-family-discount>

What to Bring:

- A mask must be worn all day by participants.
- A labelled bottle of hand sanitizer for each child’s individual use. Hand sanitizer will also be on site and at entrances of the facilities as well.
- A backpack and lunch bag. (labelled with child’s name)
- Suitable clothing for weather (i.e. rain gear, change of clothes). Camp happens rain or shine!
- Sneakers or closed toed/strapped sandals (No Flip Flops).
- Sunblock (30+), hat and reusable water bottle.
- Packed healthy, nutritious lunch and snacks for the day. Participants must bring their own utensils and microwaves are not available for use.
- Toys, or electronic devices are not permitted at the program.
- Ensure all personal items are marked with your child’s name.

Pick Up and Drop Off

- Masks must be worn in the facility. Drop off procedures will allow for social distancing. Signage will be posted to identify separate entrances and exits.
- COVID related screening questions will be required for participants.
- Parents/Guardians will not be permitted into the program space and phone numbers will be posted for you to call to pick up your child at the end of the day. Staff will bring your child to you. When at all possible, staff will bring the children outside at the end of the day for easier pick up.
- Assigned leaders/staff will sign in and out children for the guardian to avoid contact.
- It is requested that one guardian be identified as providing the pickup and drop of each day where at all possible.
- All persons in the camp program are required to be documented as per government guidelines. (i.e., participants, guardians, program or maintenance leader/staff, respite workers, guest speakers etc.).
- Participant information will be confirmed and permission slips, allergy forms (if needed) will be emailed prior to the first day of camp. If there are any medical concerns or issues that leaders/staff need to be aware of, please contact us prior to the start of the program.
- A [Consent for Leaving Form](#) is required for child(ren) **eight (8) years and older** to leave the program site unaccompanied by a parent / guardian. Without this form, participants will not be granted permission to leave the site unattended.
- A supplementary fee of \$1 per minute will be charged to your account after five (5) minutes passes beyond the designated pick-up time.
- For the participant's safety, the City of St. John's, as advised by the Royal Newfoundland Constabulary, will follow specific procedures should a parent /guardian arrive on site appearing to be under the influence. Leader/staff will immediately contact their supervisor as well as the RNC.
- **Bowring Park Drop off/Pick up:** Participants will meet leaders/staff at the Bowring Park west gate entrance (on Squires Avenue) and will walk to building at 8:30am and return at 4:30pm for pick up. Outside of these times parent/guardians will be required to walk their children to the day camp building or if over 8 years can sign a [Consent for Leaving Form](#). Participants will be waiting **outside** so please dress appropriately for the weather.

Safety Measures

- The City of St. John's adheres to the NL Government public health guidelines. Any updates of the specific safety measures for the Camp/After School Program, will be forwarded to parents/guardians, prior to the start of the program.
- All leaders/staff are trained in the HIGH FIVE® Principles of Healthy Child Development (www.highfive.org), policies and procedures, physical literacy, supervision, safety/cleaning protocols and first aid.
- **Masks must be worn in the facilities as mandated by public health guidelines.** Leaders will be required to wear masks and shields in the program and will practice, model and support children in good hygiene efforts.
- Leaders will adapt activities to ensure public health measures are adhered to, physical distancing can be achieved, and materials will not be shared.

- We will be following the Provincial Guidelines for Camp/After School programs. Please refer to the link above for further information.
- The number of participants for each program will be reduced and leaders only change when necessary (i.e., scheduled breaks).
- Participants who are in the same family or in same bubble will be kept in same groups to reduce physical distancing as much as possible. We will be requesting names prior to each week of camp.
- Facilities and equipment will be cleaned daily in accordance with public health guidelines. Additional attention to high use areas such as washrooms, doorknobs, tables, and chairs.
- Alcohol based hand sanitizer with 60% alcohol content will be placed in all entrances to the program area.

Unexpected Closures

In the event the building is closed unexpectedly due to poor weather, power outage, etc., the program will be cancelled. Refunds will not be issued for unexpected closures and phone lines will be updated to provide you with the information. See numbers listed below.

MANAGING ILLNESS:

If for any reason your child will be absent, please contact the leader/staff or leave a voice mail on the program phone listed below. Children must stay home if they feel sick (fever, sore throat, cold symptoms, headache, diarrhea, vomiting).

- Parents/guardians must ensure that you list your child's underlying health conditions and or present symptomatic due to allergies.
- If a child displays symptoms of concern during the program the following will be adhered to:
 - Contact guardian immediately
 - Seek support from a second leader/staff member
 - The child will be isolated
 - Good handwashing for child and leader/staff
 - Both the leader/staff and child will mask/shield and glove, and guardian will immediately come to the site to pick up their child
 - Materials used by the child will be removed and area will be sanitized according to sanitization guidelines
- Leader/staff who present with symptoms will be removed and self-isolate as per the health guidelines based on the current alert.

Medications/Allergy Information

Please do not bring nuts or nut products. If your child requires medication, has allergies or any medical condition please contact us. Prescription medication must be in its original container with the physician's instructions on the label. Over the counter medication will not be administered in the program.

Inclusion / Support Services

If your child requires support to participate in our programs, or have questions concerning COVID with vulnerable populations, please contact Inclusive Services Leader/staff at (709)576-4450 or (709)576-6972 or email inclusion@stjohns.ca or visit our website <http://www.stjohns.ca/living-st-johns/recreation-and-parks/inclusive-services>.

- Children should be toilet trained; able to independently wash their hands and feed themselves. Program staff may prompt participants (verbally) for personal care and other supportive needs, but not physically assist. Where necessary and in consultation with program staff a consistent designate may be identified by the family to help with these needs. This person must complete the public health screening when entering the program facility.
- More information can be found at:
<https://www.gov.nl.ca/covid-19/files/Supporting-Vulnerable-Populations.pdf>

Staff Contact Information

If you have any questions or concerns on any of the programs, please email recreation@stjohns.ca or contact one of the program sites below. Additional contact information will be included on the weekly newsletters.

Location	Number
Paul Reynolds Community Centre -Discovery & Adventure	709-576-CARE (2273)
Rotary Park – Camp Explore	709-895-2460
Bowring Park-Camp Adventure	709-576-2355
Southlands Community Centre	709-364-5128
Kilbride Lions Community Centre	709-368-8542
Shea Heights Community Centre	709-570-2123
Kenmount Terrace Community Centre	709-576-6115
Paul Reynolds Community Centre Front Desk	709-576-8631
H.G.R. Mews Community Centre	709-576-8499

Code of Conduct

The City of St. John's, Recreation Division, is committed to providing quality programs and services where participants may develop socially, cognitively, physically and emotionally. The code of conduct has been developed to ensure there is a mutual understanding of what is acceptable behavior and unacceptable behavior. The Recreation Division maintains appropriate staff levels and makes every reasonable effort to ensure meaningful participation.

Acceptable Behavior

The Recreation Division expects that staff, patrons, participants and guardians exhibit the following behavior while visiting Facilities and participating in programs and services:

- | | | |
|----------|-----------------|------------------|
| -Respect | -Kindness | -Safety |
| -Honesty | -Responsibility | -Healthy Choices |

Unacceptable Behavior

Behavior with potential to harm oneself, others, property or which would otherwise negatively impact program quality is unacceptable and will not be tolerated. Behavior expectations will be displayed in the facility and discussed with participants on a regular basis. Staff will use discretion to take appropriate action if unacceptable behavior occurs and typical outcomes are listed below:

Procedure for Addressing Unacceptable Behavior

- Unacceptable behavior will be discussed with patron/participant.
- Adult patrons/participants will be asked to leave the program/facility.
- Guardians of a child/youth patron/participant will be notified of the unacceptable behavior and will be asked to arrange immediate pick up

First Occurrence	<ul style="list-style-type: none"> - The procedure above will be followed - Patrons/Participants and guardians (if applicable) are encouraged to work with staff to identify solutions to assist the patron/participant in displaying expected behaviors in the future.
-------------------------	---

Second Occurrence	<ul style="list-style-type: none"> - The procedures above will be followed. - The patron/participant may be re-introduced to program/facility following a meeting, with guardians (if applicable) to establish an individualized plan to prevent further unacceptable behavior.
--------------------------	---

Third Occurrence	<ul style="list-style-type: none"> - The procedure above will be followed. - The patron/participant may be removed from the program/facility on a part-time or full-time basis.
-------------------------	---

If the Recreation Division is unable to ensure the safety and well-being of a patrons or participants, others, the security of property or program quality, we reserve the right to remove the patron/participant displaying unacceptable behavior from the program or facility.

Inclusive Services

Support may be available for those who require assistance to participate. When barriers prevent successful participation, Inclusive Services staff may be consulted for recommendations to foster successful participation. For further information, please contact Inclusive Services staff at inclusion@stjohns.ca or 576-2574/4450.