

# Goulds Recreation

# SPRING DayCamp<sup>2024</sup>

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Hello and a huge welcome to those interested in our Spring Day Camp! For those of you familiar with our Summer Day Camp, it will be very similar format.

Our priority is to provide a safe and fun environment for our participants, while offering quality programming. If you have any questions, do not hesitate to contact Nicole at [gouldsrecreation@gmail.com](mailto:gouldsrecreation@gmail.com) or by phone at 745-7575.

**AGES:** Our camp is open to children ages 5-12 years. Our youngest registrants **MUST** be in kindergarten. Please understand that participants **MUST** be very independent when it comes to going to the washroom, dressing and undressing, eating, applying sunblock and hand washing.

**REQUIRED INFO:** We may follow up with some registrants to get some more info on your child. This would include contact numbers, medical information, allergies, birthdays, etc. If you do not get an email from us prior to camp, we have what we need. If you have completed a Goulds Rec Membership and any of your info has changed since then, please let us know as soon as possible!.

**CAMP HOURS OF OPERATION:** Camp will be Monday – Friday, April 1-5; 8am-5:30pm with lunch supervision provided. We ask that you respect drop-off and pick-up times. Children cannot be dropped off prior to 8am, even if counselors are on site. And children must be picked up no later than 5:30pm. Due to the amount of set-up, take down, sanitizing/cleaning, we would appreciate it if at all possible to have your child picked up by 5pm, but we understand that this may not always be possible.

**COST:** \$115 for the week for 1 child; \$220 for 2 children in the same family/household. This **MUST** be paid by March 18<sup>th</sup> to hold your child's spot. We also need confirmation through payment in order to pick up enough supplies necessary.

## CAMP ACTIVITIES:

- Activities will focus on physical activity, fundamental movement and art.
- We will be spending as much time as possible outdoors and we are hoping for good weather!
- Regular handwashing/bathroom routines will be in place as part of the daily routine.
- There will be a field trip planned. That has not been determined yet, but it could be swimming.

## WHAT TO BRING

- A visibly labelled (on the outside) back pack and lunch bag
- Suitable clothing for weather (ie. Rain gear, change of clothes, warm clothes, maybe even snow pants)
- Sneakers
- Sunblock (minimum 30+)
- Labelled hat
- Labelled reusable water bottle
- Packed healthy, nutritious lunch and snacks for the day. Participants must bring their own utensils and microwave/refrigeration is not available for use.
- Toys, or electronic devices are not permitted at the program unless necessary for sensory (please let Nicole know prior to camp start date if this is needed).
- Ensure all personal items are marked with your child's name

## PICK-UP and DROP-OFF

- If your child has any symptoms of common cold, influenza, COVID, or other infectious respiratory diseases, please do not bring them to camp.
- **Morning drop-off** will be in the front porch of our building. You will sign your child in and provide us with the initials or name of who will be picking them up at the end of the day. **Parents/guardians will not be permitted to enter the Gym area, unless there is an emergency, or directed to do so by the staff/counselors.**
- Alcohol based hand sanitizer with 60% alcohol content will be placed at the entrance
- Should you arrive and a staff person is not in the porch area, please check in at the main office wicket window.
- **Pick-Up** will follow the same procedures as drop-off. Enter the porch area and either a staff person./counselor will greet you in the porch, or you can go to the wicket window and speak to the office person. Even though our camp runs until 5/5:30pm, you can pick up your child at anytime during the day. **Please do not enter the gym area at pick up.** A counselor will bring your child to you in the porch.

- Should the name provided for pick up not match the name of the person that arrives for pick-up, we will need to check your child's file and/or call you before we can let your child leave with that individual. This is a safety protocol.
- For the safety of participants, Goulds Recreation, as advised by the Royal Newfoundland Constabulary, will follow specific procedures should a parent/guardian arrive on site appearing to be under the influence. Counselor will immediately contact their supervisor, as well as the RNC.

## SAFETY MEASURES

- All counselors are trained in the High Five Principles of Healthy Child Development ([www.highfive.org](http://www.highfive.org)), policies and procedures, supervision, safety/cleaning protocols and first aid.
- As per Public Health Recommendations:
  - it is recommended that those considered vulnerable to the effects of COVID-19 or who have family members considered vulnerable to use discretion in availing of day camp programs.
- Children should be fully trained; able to independently wash their hands and feed themselves, as parents/guardians will not be permitted to enter and leave the program area to tend to personal care needs. Children who require assistance with personal care and feeding may be accompanied to the Day Camp by an independently hired respite worker.
- Counselor to child ratio is 1:10. We will strive to have more counselors on site for the majority of the day.
- Counselors will be assigned a group of children; however, all participants will interact as a whole group during the camp
- Counselors will practice, model and support children in good hygiene efforts such as handwashing, covering a cough and use of tissues or crease of elbow for coughing and sneezing.
- Facilities and equipment will be cleaned. Additional attention and increased cleaning/sanitizing will be in place for high use areas such as washrooms and doorknobs,

**UNEXPECTED CLOSURES:** In the event that 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. Our phone line (709-745-7575), as well as our Facebook page: Goulds Recreation Association will be updated to provide you with the information.

***\*\*Also, please note that should we find ourselves in a situation where we have staff unable to work and we can no longer provide proper ratios of counselor to participants, we will have no other choice but to cancel the remaining days of the program.***

**MANAGING ILLNESS:** Children **MUST** stay home if they have symptoms of common cold, influenza, COVID or other infectious respiratory disease. They should stay home until their symptoms have improved and haven't had a fever in 24 hours. Please inform us of any underlying health conditions and/or symptoms due to allergies your child may have.

- If a child becomes ill during camp, a counselor will:
  - Contact guardian immediately
  - The child will be isolated away from the group with a staff person
  - Good handwashing for child and counselor/staff
  - Both the counselor/staff and child will wear mask if necessary 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
- Counselor/Staff who become ill will be removed from the program area.

**MEDICATIONS/ALLERGY INFORMATION:** Please do not bring nuts or nut products, fish products, kiwi. And our building is scent aware. 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. We can only assist with the administration of medications ie. Hold onto the medication and remind child of time to take. Child must be able to physically take the medication on their own, with our supervision. Over the counter medication will not be administered in the program.

**COUNSELOR/STAFF CONTACT INFORMATION:** If you have any questions or concerns with our Spring Camp, please email [gouldsrecinfo@gmail.com](mailto:gouldsrecinfo@gmail.com) or call 709-745-7575 (please leave voicemail). If your questions or concerns are of a confidential matter, please email Recreation Coordinator, Nicole at [gouldsrecreation@gmail.com](mailto:gouldsrecreation@gmail.com) or call her direct line at 709-745-7504 (please leave voicemail). ***We kindly ask that you refrain from contacting staff through their personal phone numbers and social media accounts.***

***Goulds Recreation Association is committed to providing quality programs that promote positive social, cognitive, physical and emotional development. Based on this, we want to ensure that there is a mutual understanding of what is acceptable behaviour and unacceptable behaviour. Our staff will take every reasonable effort to ensure meaningful participation. Please read our guidelines for acceptable and unacceptable behaviours.***

**ACCEPTABLE BEHAVIOURS:** Goulds Recreation counselors/staff, patrons, participants and guardians are expected to exhibit the following behaviour while participating in programs and services:

- respect
- kindness
- safety
- honesty
- responsibility
- healthy choices

**UNACCEPTABLE BEHAVIOR:** behaviour with the intent to harm others, property or which would otherwise negatively impact program quality is unacceptable and will not be tolerated. The group will review daily behaviour expectations in the form of "Promises". These promises will be displayed within the Rec Centre. Counselors will use discretion to take appropriate action if unacceptable behaviour occurs. Our general process of addressing unacceptable behaviour is as follows:

- Unacceptable behaviour will be discussed with the participant
- Depending on behaviour, parent/guardian of the participant will be notified of the unacceptable behaviour and may be asked to arrange immediate pick-up of the participant.

***First occurrence:*** Lead staff and/or Rec Coordinator will work with the participants and Parent/Guardian (if applicable) to identify solutions to assist the participant in displaying expected behaviours in the future.

***Second occurrence:*** The participant may be re-introduced to the program following a meeting, with parents/guardians (if applicable) to establish an individualized plan to prevent further unacceptable behaviour and encourage positive behaviour

***Third occurrence:*** The participant may be removed from the program/facility on a part-time or full-time basis.

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

***\*\*This Spring Daycamp handbook may be updated at any time\*\****

## **REGISTRATION PROCEDURES NOTIFICATION**

Our Eventbrite Link for registration will be posted on our Website – [www.gouldsrecreation.com](http://www.gouldsrecreation.com) and on our Facebook page.

Registration will be live at 12 noon, Tuesday, January 23<sup>rd</sup>. Registration **MUST** be done through our on-line Eventbrite registration. Registration cannot be done over the phone or in person. We will not be answering our office phone from 12noon to 1pm.

We will be taking 30 participants for the camp. We anticipate a large number of people looking to register. You may try register at exactly 12 noon and still not get a spot, as a lot of other people will be registering at the same time. It literally comes down to the luck of the draw and whose registration goes through first. If you do not get a spot, it does not mean there is an issue with the registration procedure. It simply means that others got in ahead of you.

If there is an error with the registration procedures, Goulds Rec will make a public announcement and inform the steps going forward.

We strongly recommend that if you do not get a spot, to email [gouldsrecinfo@gmail.com](mailto:gouldsrecinfo@gmail.com) to have your child placed on the waitlist. Once our counselors have their school/exam schedules, we **may** be able to take more participants based on our counselor's availability. Everyone on our waitlist will receive the same email at the same time should a spot become available. The first to REPLY TO THAT EMAIL will be given the spot. We will give notice by email on what day and time a wait list email will go out.

### **YOU CAN ONLY REGISTER FOR ONE FAMILY**

If you have any questions on the Registration Process, please email [gouldsrecinfo@gmail.com](mailto:gouldsrecinfo@gmail.com) or call 709-745-7575 and ask to speak with our Recreation Coordinator – Nicole.