

## VPCC Camp Swimming

In addition to general camp activities, all camps will go swimming every day. The pool is staffed by qualified lifeguards.

On Mondays a swim test will be performed as per pool admission standards (see below). Therefore, children aged 6+ who would like to swim in the deep end are required to take the facility swim test. Passing this swim test will allow your child to swim in the deep end for the rest of the week. Swim tests will only be performed on Tuesday, Wednesday, Thursday and Friday for daily campers. If your child failed the swim test on Monday, they will not be allowed to retake it for the rest of the week. However they are welcome to take the test again on the Monday they return to camp.

Please be advised that swimming is a part of camp. Alternate activities will not be provided for children who do not wish to swim. If your child is not swimming he/she must be picked up prior to swim time.

- Tips**
- \* Parents may observe the swim from either the viewing deck or the lobby area.
  - \* If your child has a medical condition that might need treatment during the swim, please ensure that this information is identified in their medical information when you register (for example: puffers, ear plugs)



### Victoria Park Community Pool Admission Standards

<b>RED BAND</b> 5 YEARS OF AGE OR UNDER	<b>YELLOW BAND</b> 6 – 9 YEARS	<b>GREEN BAND</b> 6– 11 YEARS
<p>* Will only be admitted to the swimming pool when they are accompanied by a Counsellor who is responsible for their direct in-water, within arms reach supervision.</p> <p>* Ratio is a maximum of 2 campers to 1 Counsellor as lifejackets are worn by all red band swimmers.</p>	<p>* Yellow bands are worn by children who are between 6-9 years of age and must be accompanied by a Counsellor that is responsible for their direct in-water within arms reach supervision.</p> <p>* Ratio is a maximum of 8 campers to 1 Counsellor as lifejackets are worn by all yellow band swimmers.</p> <p>* Children have the option to try to pass swim test and receive a green band.</p> <p>Swim test = swim 2 widths of the pool with face in the water using a comfortable breathing pattern, arm and leg action, no stopping or touching the bottom of the pool or the lane rope. All swim tests are done in the shallow end and the Lifeguard makes the final decision.</p>	<p>* Children who are able to pass the facility swim test may be admitted to the pool unaccompanied but must have a Counsellor present.</p> <p>* Children 6-9 years are required to take the facility swim test at the beginning of each week if they want to receive a green band.</p>
<p><u>12 years+</u> 12+ years of age considered as a guardian in the pool, no swim test, no band required.</p> <p>*Counsellors are responsible for the children in their care while in the facility and must directly supervise the children at all times.</p>		

If you have any additional questions regarding swimming please contact the Aquatics Manager: Amy Nelder  
amy.nelder@ingersoll.ca



## Summer Camp Guide

# Ingersoll

## Community Services



**Check us out on Facebook!**  
@Ingersollcommunityservicesdept  
Access day to day information, alerts and photos to do with the daily events of our Summer Day Camp.

# Welcome!

## Dear Campers and Parents/Caregivers:

On behalf of our staff and volunteers we would like to welcome you to Ingersoll Community Services Summer Day Camp. Thank you for choosing us! Our hope is that with this information package we are able to help you prepare your children for their camp experience.

## Our Commitment to Quality

The high quality camping experiences offered by Ingersoll Community Services has helped to enrich the lives of children for many years. We see this as an important responsibility. We feel very strongly about the positive impact of the value-based camp experience we offer. Our team is committed to offering quality programs that focus on safe, inclusive fun, self-esteem and personal growth for children in our community. Our core values – Caring, Honesty, Respect and Responsibility – are incorporated into everything we do. The following is our commitment to the quality of your day camp experience:

- \* **Day Camps build strong kids in a fun, safe and stimulating environment**
- \* **Day Camps encourage learning, friendships and healthy child development**
- \* **Day Camp children are supervised and supported by trained, inspiring and energetic staff members who act as positive role models.**
- \* **Day Camps provide an exciting change from school during the summer months.**

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## Victoria Park Community Centre

355 Wellington Street  
Ingersoll, ON  
N5C 1T2  
(519) 425-1181

## Fusion Youth Centre

121 Thames Street N.  
Ingersoll, ON  
N5C 3C9  
(519) 485-4386



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Access day to day information, alerts and photos to do with the daily events of our Summer Day Camp.

# General Information

## Camp Staff

All Camp Staff are certified in Standard First Aid/CPR-C, WHMIS, and accessibility and inclusion training. Our team is selected on maturity, experience, responsibility, creativity and interest in children. Each camp leader has training in program planning, leadership skills, emergency procedures and Principles of Healthy Child Development or equivalent, plus a current criminal record check.

## Ratios:

Our staff to camper ratio reflects our commitment to safe & high quality program supervision. Ratios for Ages 4-8 years is 1: 8 campers  
Ratios for ages 9-12 years is 1:12 campers

## Camp Hours

**Regular Camp hours are 8:30am – 5:00pm**

- \* Early morning supervision available for campers at 7:30–8:30am with late extended care 5:00-5:30pm for an additional fee.
- \* Late pick up fee is \$1.00/minute.

## Camper Drop off and Pick up

- \* To ensure the safe arrival and departure of all campers, parents will be met by a counselor or Camp Coordinator and asked to sign in/out their child.
- \* Only the adults listed on the camper's registration form will be permitted to pick up your child. **ALL adults/parents require photo ID at pickup every day.**
- \* Parents who give permission for their child to sign themselves in and out must complete the **Child Sign In/Out section of the registration form.**
- \* All campers are picked up at the Victoria Park Community Centre at the end of each day.

## Senior Camp

- \* Campers enrolled in Senior Camp will be **dropped off at the Fusion Youth Centre**, 121 Thames Street North at the beginning of the day.
- \* Senior campers will walk to Victoria Park Community Centre daily and are to be **picked up at the Victoria Park Community Centre** at the end of each day.
- \* In the case of severe weather, campers will remain at Fusion. Staff will call to update parents.

## Camp Backpack List: We are a Peanut Free Camp!

In order to make the most of your child's time at camp, we ask that they bring/wear the following items each day



- \* Nutritious lunch and drinks **peanut free (and traces of nut free)**
- \* 2 lunches (Mini/Junior Camp), 1 lunch (Senior Camp)
- \* Proper outdoor/indoor attire
- \* Running shoes (**no sandals/crocs/open toed shoes**)
- \* Bathing suit and towel
- \* Water bottle & hat
- \* Sunscreen & Insect Repellent

**Camper's belongings:** We expect campers to be responsible for the items they bring to camp. Camp staff will help manage their belongings. It important that campers know what they are bringing each day. Please do not send your camper with toys, money (unless for camp-related purchases), cell phones, electronics, card games of any kind, or sharp objects. We cannot be responsible for any valuables brought to the camp. Occasionally your camper's Counsellor may request specific items to be brought to camp for special crafts or activities. These notifications will be posted on our information boards located at Fusion and VPCC as well as on our Facebook page @Ingersollcommunityservicesdept

**Lost and Found:** The Corporation of the Town of Ingersoll is not responsible for items left. Any clothing left behind may be found in the Lost and Found area. Please report any lost articles to our staff immediately. **We recommend that ALL camper's clothing/personal items be clearly labeled with his/her name.**

## What Should My Camper Wear to Camp?

Camps operate during inclement weather. Please dress children according to the weather. Shorts and a t-shirt are ideal for most days. Senior camp should bring appropriate clothing/footwear to walk to VPCC for swimming. Campers should come to camp in clothes that can get dirty. Paint, glue, and grass stains are likely and are all signs of a fun day.



## Camper Health & Safety

### Illness at Camp

If your child becomes ill while at camp, a parent/guardian will be called to take them home or we will use the emergency contact list. Please make certain it is fully filled out and correct. Please pick your child up as soon as you receive a phone call notifying you of an illness or injury. If you are working and are unable to leave, please have a suitable alternative emergency contact that can pick your child up immediately. Parents must inform staff of the individual that will be picking up the child. Please remind this individual to bring their photo ID.

### Health and Information & Release Forms

Parents must complete an Information form every year with medical information, release forms and emergency contact as required. A separate Medical form is available.

### Medication/Allergies

Please follow the below procedure when sending medication to camp:

1. Upon arrival to camp on the first day, please notify your camp Staff that your camper needs to take medication during Camp hours. They will provide you with a Medication Consent form. You must read, fill out, and sign the form stating the type of medication, dosage and dispensing time.
2. Send the medication in the original prescribed container.
3. Please send enough medication for the full week on the first day.
4. Medication should be given directly to the Camp coordinator or Senior Counsellor by an adult.

If your camper carries an Epi-pen, please be sure that staff are aware of this. We require you to complete a form allowing us to assist in administering them. **(Epi pen must be kept on the child; a fanny pack is suggested)**

### Head Lice

If head lice are detected on any campers, we will advise all parents / guardians by letter or in person. If your camper is found with head lice, they should stay home until they have been treated and are completely nit / lice free. We are unable to provide refunds to families who are absent from camp due to head lice.

### Sun Protection

We recommend that sunscreen be applied at home every morning and that you send a bottle of sunscreen with your camper each day, labeled with your camper's name. Please also send a sunhat every day. Sunscreen should be waterproof with a sun protection factor of at least 30. **Please check the expiry date.** Our counsellors understand that children often need to be reminded about reapplication throughout the day. If you feel your child burns more easily, please let the staff know.

### Safe Arrival

Please help us keep our day on schedule by arriving by 8:30 each day. If your camper is away from camp or late on a particular day, please notify the Community Centre at 519-425-1181 or Fusion Senior Camp at 519-485-4386 (before 9:00 am) if possible. Follow up phone calls will be made if a camper is absent and staff has not been notified. We are unable to provide refunds due to illness.

### Walking

Please be advised that walking is a part of camp. Children will be expected to walk to parks, the library and other local events in order to experience new and fun activities daily.

Senior Camp will also be walking from Fusion to Victoria Park Community Centre every afternoon for pick up.

### Hot Weather

Our staff will modify camp activities to accommodate for the hot weather in order to promote the health and safety of all participants. This will include frequent water breaks, water activities, less active activities and the use of shaded and cooler areas. These precautions will allow all campers to enjoy a fun and safe camp experience, even on the hottest of days.

### Rain Days

In the event of heavy rain or unsafe weather conditions, programs and trips may be altered or cancelled. Rainy day activities will be implemented and will vary. Should severe inclement weather interfere with Senior Campers from walking to the VPCC, parents will be notified by 2pm to pick their child up at the Fusion Youth Centre at the end of each day.

### Email and Phone Number

Please provide a valid email and phone number when signing your child up for camp in order to receive important updates. This may include a change of pick up location due to weather, a sudden illness, etc.

### Family Concerns

If there are any familial concerns such as custody agreements, please inform staff so that we can honor this agreement.

## Camper Code of Behaviour

We are pleased to announce the adoption of the **Ingersoll Community Services R Zone Policy.**

What does this mean for you?

At our camps we promote a positive and safe environment for all campers and staff.

Our goal is to provide your child with friendship, fun, and the best camp experience with the help of our competent, caring staff.

**Please inform us of any behavioral or family concerns.**



RZone is a policy requiring all persons wishing to visit or participate in any Town of Ingersoll Community Services Departments facilities, parks, or programs to respect others and take responsibility in helping the Town maintain a positive and safe environment. The following chart represents guidelines and outlines the consequences for acts of inappropriate behavior at all municipally owned facilities, properties, municipally sponsored events, programs in written and verbal communication (including electronic and telephone) or any other location where Municipal staff are present. It is understood that these guidelines do not include all types of behavior, that each incident will be reviewed based on information available and that consequences outlined below are guidelines that may be adjusted to reflect conduct/action. Consequences may be more severe or escalated depending on the circumstances of the inappropriate conduct.

Incident	1 <sup>st</sup> Occurrence	2 <sup>nd</sup> Occurrence	Any Subsequent Occurrences
Theft	Minimum 1 Day Suspension Item returned to it's owner	Minimum 2 Day Suspension	Removed from Program
Intentional Damage - Minor -Major  Bullying/Cyberbullying  Putting oneself in a situation where safety is a risk - negatively impacting programs	Minimum 2 Day Suspension <b>**The Town may seek compensation for cost of damages</b>	Minimum 1 Week Suspension <b>**The Town may seek compensation for cost of damages</b>	Meeting with Director or Manager upon return
Inappropriate Language -directed at another participant or staff - excessive swearing or threats - abusive language - racial slurs	Verbal/Letter of Warning or Minimum 1 Day Suspension	Minimum 2 Day Suspension	Suspension & Behaviour Contract set up prior to returning to program
Assault - Possession of a weapon - minor assault -major assault Drugs & alcohol - possession - under the influence - distribution	Minimum 1 Week Suspension up to Indefinite Suspension		
Disrespect - towards another participant or staff - lying	Verbal/letter of Warning	Minimum 1 Day Suspension	

\*Refunds will not be given by the Community Services Department or any other affiliate user group to individuals/groups found to be in violation of this policy\*