

TOWN of

Holyrood

Come Ashore



EASTER

CAMP

APRIL 1 - 5, 2024

INFORMATION PACKAGE

EASTER CAMP Information Package

Program Dates:

Monday, April 1st to Friday, April 5th, 2024

Regular Hours:

8:00am – 5:00pm

- Participants are to be dropped off after 8:00am, unless paying for early drop off, which allows parents to drop off children after 7:30am.
- Participants are to be picked up by 5:00pm, unless paying for late pick up, in which participants must be picked up by 5:30pm.
- Please be respectful of staff onsite and ensure participants are picked up on time.

Early Drop Off & Late Pick Up:

Early drop off and late pick up is available at the time of registration. This will allow parents to drop off children between 7:30am and 8:00am, and pick up between 5:00pm and 5:30pm. ALL children must be picked up by 5:30pm, or an additional fee will be charged.

Ages:

Participants have to be enrolled in Kindergarten for the 2023-2024 year, and be no older than 12 years of age (finishing grade 6 in June 2024).

Cost:

- \$120 for the first child, and \$110 per additional child in the same household.
- An additional charge of \$10 per week is applied for early drop off and late pick up.
- Payment is required at the time of registration and can be made via credit card using the Showpass registration platform.

Location:

This program will be based out of the **Hubert A. Keough Municipal Building (Upper Level) - 34 Salmonier Line**. Daily Trips in the area to Salmonier Line Community Playground, Centennial Softball Field, and CBC United Soccer Field will take place, along with planned field trips and excursions.

Refunds:

- Requests for refunds for the program will only be reviewed for medical reasons with proper documentation.
- Requests for a refund must be made in writing to staff no later than one week after the participant was registered to attend the program.
- Refunds or credits will not be issued for missed programs or events due to illness, weather, power outages, travel, personal commitments or other unforeseen circumstances of the Town of Holyrood.

Pick Up and Drop Off Procedure:

- Parents/guardians must enter the building via the middle entrance facing Salmonier Line. Signage for Easter Camp will be visible from the parking lot.
- Participants and staff in the building may be recorded, as certain common areas are subject to security cameras.
- Parents/guardians must enter the building to sign in and out the participant(s).
- Only those listed on the participant's registration form will be permitted to pick up from the program. If you require an alternate, it must be submitted in writing to kyle.hawco@holyrood.ca.
- Participants are to be dropped off after 8:00am, unless paying for early drop off, which allows parents to drop off children after 7:30am.
- If children are ill, please do not send them to camp.
- Hand sanitizer will be placed at the entrance of the program for use by participants before entering.
- Participants are to be picked up by 5:00pm, unless paying for late pick up, in which case participants must be picked up by 5:30pm.
- Parents/guardians must enter the site for pick up via the middle entrance on the front of the building. Signage for Easter Camp will be visible from the parking lot.

What to Bring:

- A backpack and lunch bag labeled with participants name are requested.
- Healthy snacks(AM and PM breaks) and nutritious lunch (NO microwave or refrigerator use). Participants must bring their own utensils.
- Sunscreen (at least 30 SPF).
- Suitable clothing for weather: winter clothing, rain gear, hats, and additional change of clothes (outdoor play will be promoted in all weather, as long as conditions are safe).
- Water. Refill stations are available at the Hubert A. Keough Municipal Building, however, may not be available on all field trips and excursions.
- Sneakers.
- Toys or electronics from home are not permitted (unless otherwise listed on the weekly schedule).

Medical Concerns/Allergies:

If there are any medical concerns or allergies, staff need to be made aware following registration. Anything containing any type of nut or fish product is not permitted at camp. An updated allergy list regarding any additional foods not permitted will be sent to parents/guardians following registration. Please pay close attention to the ingredients in each item packed for participants. Over the counter medication will not be administered during the program.

Sun Safety:

- Staff will not be permitted to physically assist participants with sunscreen application. Children will be expected to know how to properly apply sunscreen with some verbal guidance.

- Staff will monitor participants when applying sunscreen and provide verbal instruction and physical demonstration to ensure coverage.
- All participants will need their own sunscreen. Spray sunscreen is not recommended for use. If participants are using spray, they must bring along additional non-spray for their face.
- Hats are recommended and participants are encouraged to wear shirts that cover shoulders.

Safety Measures:

- Staff have been trained in policy and procedures of camp setting, supervision, safety and cleaning procedures.
- Leaders will role model and lead participants in hygiene, hand washing, and other COVID – 19 practices through the program.
- Program participants will share table supplies each week (such as glue, crayons and scissors for craft activities).
- Activities will include those that are active, creative, and educational, such as science days, art days, game days, etc.
- Programming could involve a walk to a nearby public area (such as the Salmonier Line Community Playground, Centennial Softball Field, and CBC United Soccer Field).
- Participants and staff will aim to be outside as much as possible during the day.

Swimming:

- All children are to attend all planned field trips when present at programs.
- For swimming field trips, if necessary, a staff member will sit outside with any child not wanting to swim. However, all participants will be encouraged to get in the water.
- If your child requires a life jacket or other floatation device, please send it with them for any swimming outing.

Managing Illness:

Children must stay home if they present any signs of fever, sore throat, cold symptoms, headache, diarrhea and/or vomiting. Parents/guardians must ensure that they list any participant underlying health conditions and/or present symptomatic seasonal allergies.

If a child displays symptoms of concern during the program, the following measures will be adhered to:

- Contact guardian or others listed on the forms immediately to pick up child.
- Good handwashing for child and staff, as well as program participants.
- Guardian will immediately be contacted to come to site to pick up child.

Unexpected Closure:

In the event of an unexpected closure due to poor weather, power outage, etc. the program will be cancelled. Refunds may be given for a situation deemed of this nature.

Waitlist:

Should the program sell out, parents/guardians can place participants on a waitlist by calling (709)229-7252.

Contact Information:

Questions, comments, or concerns regarding this program can be addressed with Kyle Hawco, Director of Recreation & Community Services by calling (709)229-7252 ext. 204 or emailing kyle.hawco@holyrood.ca.