



# WINTER BREAK ADVENTURE CAMPS <sup>at</sup> **mip**

## PARENT HANDBOOK

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# What are **ADVENTURE CAMPS?**

Adventure Camps at MIP are day camps filled with activities, games & crafts that take place during school breaks!

This handbook includes everything you need to know about Adventure Camps!

Have a look before you send your camper on their next adventure!

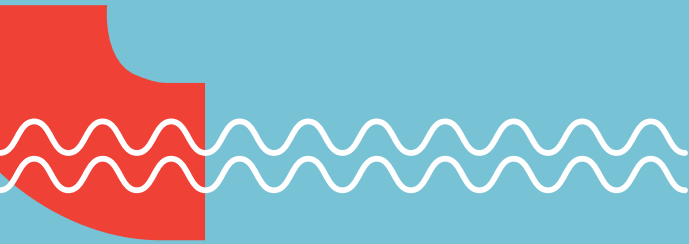


Adventure Camp activities include interactive games and activities, dance, crafts, and more! Parents will receive a weekly schedule by the first day of each camp so they are prepared for the daily activities.

## **HOW DO I REGISTER?**

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**Online at [macdonaldisland.ca/camps](http://macdonaldisland.ca/camps)  
In person by visiting Guest Services  
or by telephone at 780.791.0070  
Camps fill fast – don't wait!**



# WHAT TO BRING



What should you pack for your child each day?



## CLOTHING & SHOES

Children should come to camp prepared for a full day of activities. For each day, children should have:

- Clean, non-marking indoor, athletic footwear
- Active wear clothing
- Be prepared for outdoor play based on current weather conditions

## WATER BOTTLE

A reusable water bottle is ideal for camp, as water fountains are currently unavailable. Our facility has many water bottle filling stations to ensure campers stay hydrated.

## VALUABLES

We recommend that all items of value should be left at home. Children will be not allowed to use any electronic devices during the camp unless an emergency situation occurs. We will not be responsible for any lost or stolen items.

## SNACKS

You are encouraged to pack MORE snacks than you think are necessary. Our camp is physically demanding so packing extra snacks will help ensure your child does not become hungry, tired or cranky. Please ensure any food sent with your child does not contain peanuts or nut products. There will be no food sharing policy enforced. Some great examples of healthy snacks are fruit or veggies in any form, granola bars, crackers & cheese, yogurt, etc.

## TOTE/BAG

A backpack, gym bag or tote is recommended for your child's belongings. A tag with the child's name is strongly encouraged. Please place all your child's belongings in the bag (snacks, clothing and medications)

Don't forget to mark all items with your child's name



# ARRIVALS & DEPARTURES



## WHAT YOU CAN EXPECT EACH DAY

When arriving, children must be accompanied by their parent/guardian and follow the social distancing markers to the camp sign-in table where they will meet their camp leaders to be signed in.

Adventure Camps at MIP begin at 9:00 am. All children shall arrive 15 minutes early on the first day of camp to ensure that all administrative duties can be completed before the camp begins. Each day thereafter will only require a quick sign in process! On Friday before the camp begins, parents will receive a call with directions to each camper's drop off location.

If a child is late arriving to camp (after 9:00 am) the parent/guardian must call MacDonald Island Park Guest Services at 780-791-0070. If the group has already departed for their first activity, the parent or legal guardian will escort their child to the specific amenity.

Camp will end at 4:30 pm. Each child must be signed out by a parent/guardian or by any person who is authorized on the registration form. Any person may be asked to provide photo ID for identification purposes. Camp leaders must be notified of early departure from camp at least 1 day in advance to make arrangements. Notice of early departure must be given directly to that child's specific camp leader. At the time of departure, the parent/guardian will be required to sign the sign-out form.

## FOOD

\* If your child has a food allergy please indicate at the time of registration and also inform the camp leaders at the beginning of the camp.

Adventure Camps at MIP have a "nut-free" policy for all food brought to camp. Please ensure that all lunches and snacks that are packed for your child follow this policy, as there may be children in the camps with allergies.

### LUNCH

Lunch must be provided by parents. There will be no food sharing policy enforced. Siblings are to bring their own packed lunch.

### SNACK BREAKS

We encourage parents to pack healthy food items during the camp, as there will be a morning and afternoon snack scheduled each day. Vending machines will not be available for use.



# HEALTH & SAFETY



## COVID-19 safety precautions

### KEEPING CAMPERS SAFE

Several public health measures will be implemented to keep campers and staff safe.

- ✓ Camp Leaders will conduct symptom check and COVID-19 Screening Questionnaire upon camper's arrival as per Government of Alberta Guidance for Day Camps & our Safety Team.
- ✓ All activities that take place during camp will maintain physical distancing measures.

### MEDICATIONS

All camp leaders are trained in standard first aid. Please indicate any necessary medical information on your registration form and let your camp leader know on the first day of camp. All campers should be capable of self-administration of medications. Please label all medications. It is strongly recommended for campers to hand in their inhalers and epi pens to their camp leaders to ensure it accompanies them as we transition between amenities on the island.

### ACCIDENTS & EMERGENCIES

In the case of an emergency or accident involving your child, you will be contacted following notification of the appropriate emergency personnel. All camp leaders have current CPR and First Aid certifications and have been trained in emergency procedures at all locations.

### WHAT YOU NEED TO KNOW

We can all work together to ensure the safety of all campers.

- ✓ Parents and guardians are asked to check their child's temperatures each day before coming to camp.
- ✓ Please keep your camper at home if they are sick, even if symptoms resemble a mild cold. Symptoms to look for include fever, cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, and a general feeling of being unwell.
- ✓ If your child develops symptoms while at camp, they will be taken to a designated isolation area. A parent or guardian must be available to pick up child within **1 HOUR** of phone call.





# CAMP STAFF CODE OF ETHICS

## REGIONAL RECREATION CORPORATION STAFF WILL:

Conduct themselves professionally and in a positive manner while interacting with program participants, parents, MacDonald Island Park guests and other members of the staff.

Actively promote inclusion, fairness, fun and equal treatment of all program participants.

Maintain the integrity of the program by adhering to the Regional Recreation Corporation's mission, policies, procedures, rules and safety policies at all times.

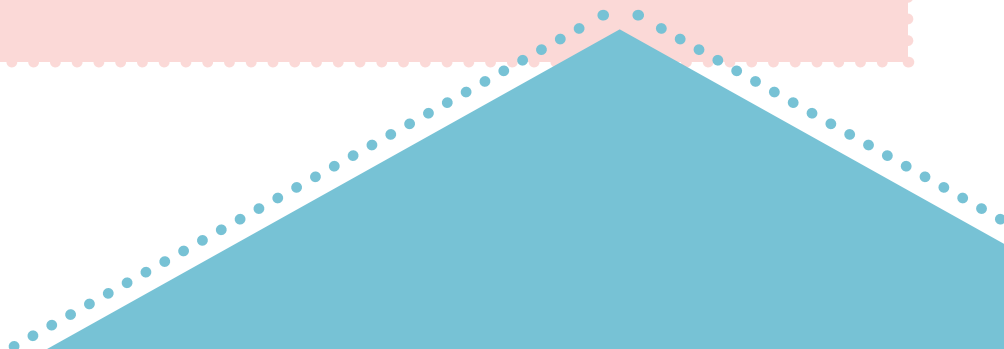
## PROGRAM PARTICIPANT CODE OF CONDUCT

Regional Recreation Corporation believe that it is important that our program participants and guests act in a respectful manner towards each other and themselves. While we understand that some children have a natural tendency to test the limits of compliance in many situations, we believe that there are certain standards to which our program participants must be held to.

### Inappropriate actions of participants will be handled in the following manner:

1. Staff member will intervene immediately and discuss possible solutions to the program with the program participant.
2. A warning will be issued which consists of a note being sent home to the parents informing them that the child has been consistently disciplined during the day.
3. After the initial warning and continued disruptive behavior, a second note will be sent home. At this time, the child may be suspended for the next day of camp.
4. If there is a third severe incident, parents will be contacted immediately and notified that the child has been dismissed from the current camp.

If the child's actions are deemed to be severe by Regional Recreation Corporation's Sport and Recreation Department, warnings will be disregarded and parents will be contacted immediately. If a child is removed for disciplinary reasons from a Regional Recreation Corporation program/camp, they will not be permitted to enroll in ANY Regional Recreation Corporation program/camp for 3 months. Regional Recreation Corporation Sport and Recreation Department Management will use their discretion and best judgement on whether a child is allowed to enroll in a future program/camp.



# CANCELLATION POLICY

This is a binding legal agreement to pay all current and future fees to the Regional Recreation Corporation of Wood Buffalo (RRC). All programs and camps offered by the RRC are non-refundable, non-transferrable and cannot be deferred. Any payments returned NSF, account closed or credit card rejected will be subject to a \$25 administration fee.

There are no other refunds, transfers or deferrals for all fees paid and payable except under the circumstances listed below.

## CANCELLATION BY RRC

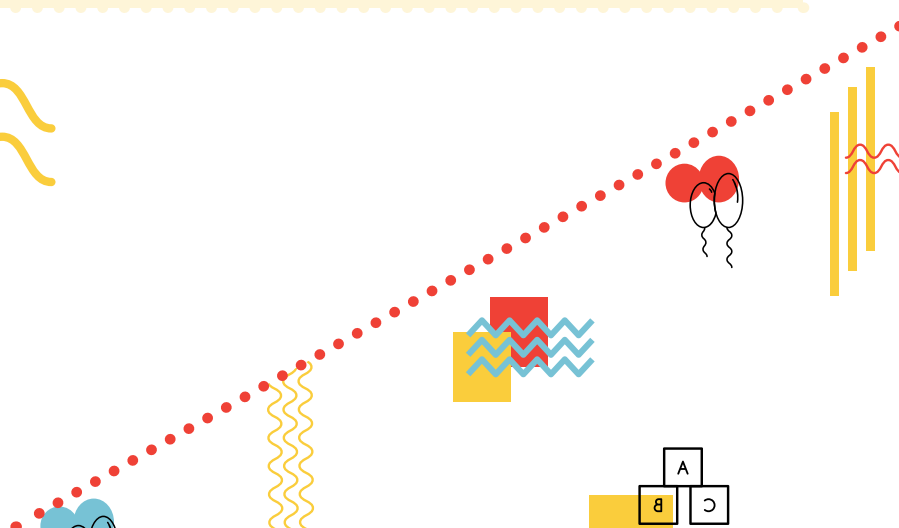
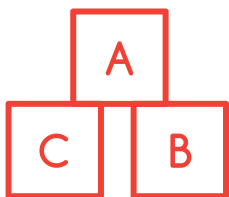
Programs or camps can be cancelled or combined due to low registration 72 hours prior to the course start date, unforeseen safety considerations, facility and/or equipment problems. Full refunds are provided when programs and camps are cancelled by the RRC. The member can choose to leave the funds on account or request a refund by check.

## CANCELLATION BY MEMBER

Refunds are available when the member cancels due to:

1. Any Reason: Refunds can be requested 14 calendar day prior to the start of the program or camp for any reason.
2. Medical Reason: Refunds owing to medical reasons can be requested at any time prior to the start of the program or camp. A medical certificate from qualified medical practitioner is required.

All approved refunds, when canceled by the member will be placed on the member account for future use at zero charge. Alternatively a check can be requested, which is subject to a 10% cancellation fee - subject to a minimum fee of \$25.



# FREQUENTLY ASKED QUESTIONS

## HOW DO I REGISTER FOR CAMP?

All registration is conducted through Guest Services in the Suncor Community Leisure Centre or online at [www.macdonaldisland.ca/camps](http://www.macdonaldisland.ca/camps).

## HOW ARE CAMP COUNSELLORS SELECTED?

Our camp counsellors include a team of handpicked, highly qualified individuals. The Regional Recreation Corporation of Wood Buffalo looks to employ mature individuals who are interested in recreation programming and have a passion for working with kids. All selected candidates are first aid certified.

## WHAT IF I NEED TO DROP MY CHILD OFF BEFORE CAMP STARTS OR I CAN'T MAKE IT IN TIME FOR WHEN CAMP ENDS TO PICK HIM/HER UP?

If you are possibly going to be late picking up your child please call Guest Services at 780.791.0070 and ask to speak to the camp Supervisor or email [MIPAdventureCamp@rrcwb.ca](mailto:MIPAdventureCamp@rrcwb.ca) to discuss arrangements.

## CAN MY CHILD BRING TOYS, ELECTRONIC GAMES OR A CELL PHONE TO CAMP?

Bringing such items to the camp is HIGHLY discouraged. The items are at risk of being lost, stolen or damaged and the Regional Recreation Corporation will not assume responsibility for the items' care and proper storage. Cell phones and any electronic devices are highly discouraged and will only be allowed use in emergency situations.

