



FRANCOUEST SUMMER CAMP



WELCOME TO FRANCOUEST SUMMER CAMP

Dear Parent(s),

This information package was prepared to answer questions you may have between now and the first day of camp. Below you will find a range of information that we hope will help your child get the most out of his/her Francouest summer camp experience.

Please note that the camp program may be modified without prior notification. It is also important that all registration forms with medical information and emergency contacts be submitted before the first day of camp.

We hope that this document will help you to prepare for the camp.

In the meantime if you have more questions, comments or concerns, please do not hesitate to get in touch with us.

We look forward to meeting you!

Francouest Summer Camp

Website : www.francouest.org

E-mail: camps@francouest.org

Phone: 613-722-1819



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What Do Children Need to Bring?

The children must have the following articles everyday:

- Sunscreen lotion
- Hat
- Sandals and running shoes
- Backpack
- Plastic bag
- Bottled water
- Changing clothes
- Lunch and two snacks

The following articles will be needed for swimming days:

- Beach towel
- Bathing suit

YOUR CHILD'S BELONGINGS SHOULD BE WELL IDENTIFIED WITH THEIR NAME. FRANC-OUEST SUMMER CAMPS AND THE COMMUNITY CENTRE ARE NOT RESPONSIBLE FOR MISSING OR STOLEN OBJECTS.

Food

Attention:

- Parents are responsible for their child's lunch
- Children will not be allowed to buy their lunch during field trips
- Please, avoid dairy products (milk, yoghurt, cheese). There is no refrigerator
- Please, make sure your child brings two snacks per day

A good meal may consist of:

- Cold meal (sandwich, vegetables and/or fruit salad)
- Beverage (juice)



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- Bottle of water
- Packed with some ice in a lunch bag

Other types of meals:

- Salads (Broccoli, tuna, pasta, cabbage, potato)
- Humus spread on pita bread, tabouleh, cheese and fruit
- Tomato and mushroom salad, couscous, bagels and cream cheese
- Rice, chicken and cheese salad, cantaloupe and grapes
- Vegetable plate with dip/dressing

DUE TO NUMEROUS CASES OF FOOD ALLERGIES, CHILDREN ARE NOT PERMITTED TO BRING ANY FOOD CONTAINING NUT PRODUCTS

Health and Safety

- Our staffs are certified in First Aid and CPR.
- Parents have to make sure that their child stays at home when they have a contagious disease.
- Parents should call the camp coordinator before 9 am for any absences.
- If a child is feeling sick during the day, the coordinator will call the child's parents to come pick him/her up.
- In case of an emergency, the child will be transported to the hospital accompanied by an adult and the camp coordinator will contact the parents immediately. No medication will be given without the written consent of the parents.

Camp Schedule

Arrival

- On regular camp days, activities start at 9 am It is, therefore, recommended that your child arrives before 9 am



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- Your child must be at the camp 20 min. before 9 am on field trip days.
- For your child safety, the person responsible for dropping the child must sign the arrival sheet. Please, ask the Camp Supervisor.
- Parents arriving late will have to pay an additional \$5 for every 5 min. delay.

Departure

- The camp day ends at 4:00 p.m.
- For your child safety, the person responsible for picking up the child must sign the departure sheet. Please, ask the Camp Supervisor.
- If another person will be coming to pick up the child, the parent has to inform the Centre beforehand in writing and this person will be asked to show an ID. Please, make sure these persons are aware of this policy.

Field trips by bus

- On field trip days, should you wish to accompany your child, but are not able to board the bus because there are no place left; you may use your own car
The cost of activities is parent's responsibility
- For your children security, we always take note of the number of children we have before leaving the camp and compare it with the headcount of children prior to our return to the camps
- In order to observe regulations governing summer camps with respect to child/monitor ratio, we will call upon additional volunteer monitors

THE DAILY REGISTER SHEET SHOULD BE SIGNED BY THE PARENTS FOR DROPPING AND PICKING UP THE CHILD



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Payments

Payment Method

- Postdated cheques are acceptable
- In order to keep your enrolment priority, the payment must be received within one week of the registration date
- Credit and debits cards are not accepted
- A \$25 fee will be charged for non sufficient funds or stopped cheque without prior notice

Modifications and cancellations

- The administration fees are not refundable
- Cancellation and/ or modification must be made in writing at least two (2) weeks prior to the week you intend to cancel. Otherwise, no refund will be issued.
- A fee will be charged per request for modification/ cancellation (See current rate at www.francoouest.org)
- No refunds for a week already in progress, absences and day-offs

Attention

- Children are not permitted to bring money to the camp or on field trips
- No child will be allowed to leave the camp without his/her parent
- The Francoouest Camp reserves the right to refuse any child that does not observe the Camp's rules of conduct

Discipline

- At the beginning of the camp, we will go over all the rules and regulations with the children in order to let them know what we expect from them.
- We shall follow our usual policy with respect to discipline and behaviour.



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- The Francouest Camp reserves the right to suspend or to remove a camper without prior notice, further to a failure to observe the discipline.

IMPORTANT!

When a child is left at the camp for more than an hour after the camp ended, without any notification from the parents, and the camp responsible is not able to reach them or the emergency contact, the camp responsible will call the Children's Aid Society.

This document is subject to modification without prior notice.

In case of any discrepancy, the terms and conditions of the French version of the information-kit prevail.

Please, do not hesitate to contact us in case you have more questions or need additional information.

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