



Welcome!

We are very happy to welcome you to Supercamp at Vanier College. This information kit will serve as a guide, providing you and your child with all the information necessary to feel prepared for your first day! We recommend that you read this kit carefully, and keep it handy throughout the entire summer.

In this welcome kit, you will find that the first section is addressing parents, whereas the second section is information for the campers. Our goal with the camper information, is to encourage a positive mindset, even before they step foot into the camp. We encourage you to read the camper information along with your children.

If you have any questions after reading this guide, do not hesitate to contact us by phone, Monday to Friday from 10 am to 5 pm (schedule is subject to change; see our website for the most recent schedule), at 514 744-7611, or by e-mail at Supercamp@vaniercollege.qc.ca

We thank you for joining our community and we are looking forward to seeing you this summer!

Supercamp Team,

**The term 'parent' is used to designate legal guardians.*



Information Kit

Everything you need to prepare for Supercamp this summer!

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GENERAL INFORMATION

Password

To pick up your child at the end of the day, you will have to provide a password to your child's counsellor that would have been chosen by you upon registration. You will receive a reminder of your password in the welcome email, which will be sent to you before your child starts his or her first week of camp. Please note that anyone who wants to come pick up your child absolutely needs the password, to avoid the lengthy process of identification.

LOCATION

At the sports complex of Vanier College, 821 avenue Ste. Croix. The office is located directly in front of the main entrance to the sports complex. The counsellors will be located in the gymnasium, which is on the left, once you've entered the complex. Pick up will also take place in the gymnasium, be it after camp or during extended supervision hours.



PICK UP AND DROP OFF

IMPORTANT – THE SECURITY OF OUR CAMPERS COME FIRST!

For security reasons and to ensure that emergency response vehicles can access the camp, please respect the following rules concerning the drop off and pick up of campers.

Parking is free from 7am to 9:30am and from 3:45pm to 6 pm.

Morning: From 7 am to 9:15 am

You must accompany your child into the gymnasium. **You must use a parking space , and leave your hazard lights on** beforehand.

Evening: From 4 pm to 6 pm

Camp activities end at 4 pm. **You must use a parking space and leave your hazard lights on** before entering the sports complex to pick up your child.

***If your child will not be attending extended supervision hours and you wish to accelerate the pick-up process, we recommend that you specify (during registration or in your child's Amilia profile) that they can leave by themselves at the end of the day. That way, you can arrange with your child that they will wait for you outside the sports complex.**

Time of arrival

As camp starts at 9:15 am, campers are welcome into the gymnasium from 8:45 AM. If your child is registered for extended supervision hours, they will be granted entry from 7 am.

Absences and late arrivals

Each morning, counsellors will be taking attendance of their group. If your child arrives late, present yourself to the welcome table situated in the lobby. Your child will then be accompanied to their group as soon as it is possible.

Pick up

At 4 pm, only campers who are authorized to leave by themselves may depart. Those who are not registered for Extended Supervision hours will be gathered by an animator. Parents who do not wish to benefit from ESH have the responsibility to pick up their child or children at 4 pm, from the gym, by providing the counsellor with the password. From 4:15 onward, a fee of 5\$ will be charged to the parents of the children who are not registered for ESH*.

***Please note that the individual picking up your child must absolutely give the password (chosen during registration) to avoid supplementary verification.**



EXTENDED SUPERVISION HOURS (ESH)

Double-check that your child is properly registered in ESH.

www.amilia.com/supercamp-vanier

Registration for extended supervision hours will be ongoing throughout the entire summer, via your Amilia account

The schedule for ESH is from 7:00 am to 8:45 am, and from 4:15 pm to 6:00 pm.

In the morning, campers who are registered for ESH need to sign- in upon their arrival.

In the evening, to pick up your child, you will be required to provide the animator with your child's name, as well as the password.

We ask that you register your child for ESH by the Thursday prior to the session, at the latest.

This will add your child to the attendance list, ensuring that we have the necessary personnel to respect the ratios defined by the Association des Camps du Quebec. You will also save by opting for weekly rates!

You can also register for daily ESH at all times through your Amilia account.

All campers should be picked up by 6 pm. After 6:01 pm, the late fee applied will be 10\$ per 15 minutes.

EARLY DEPARTURE

If you will be picking up your child before 4 pm, we ask you to inform the office, either verbally or through email, the morning of. Because of the vast size of the campus, you should allow at least 15 minutes for us to collect your child from their activity.



HEALTH INFORMATION SHEET AND HEALTH CARE

If your child has a severe allergy, you must provide two EpiPens whenever your child is at camp; one that your child will keep on him or her, and one that will be kept on the counsellor at all times. The parent must indicate said allergy on the camper's health record, when registering through Amilia. We advise parents to personally deliver the EpiPen, identified with the name of the child, to your child's counsellor, on the first morning where your child will attend the camp.

If your child needs to take medication during the day, you must verbally notify the health and safety coordinator (which the office can direct you to), as well as indicate it on the camper's health record. The medication will be given to the health and safety coordinator, and will be administered to your child at the appropriate times.

No child with symptoms of contagious illness (fever, significant stomach ache, nausea, etc.) may be admitted to the camp.

LUNCHES

Campers must bring lunches that do not need to be refrigerated, nor microwaved. Utilize an ice pack if you pack your child foods that must be refrigerated, such as mayonnaise or yogurt. You can also provide a hot lunch in a thermos, but avoid glass containers. Remember to include two snacks and a water bottle.

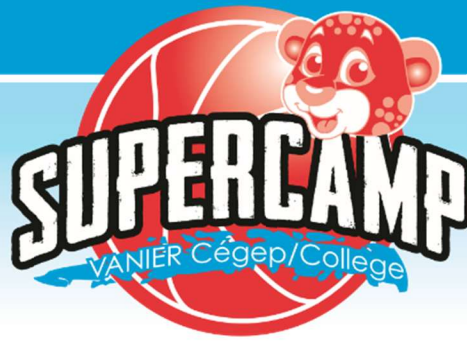
CAFETERIA MEALS (35.00\$/WEEK)

For the 2nd year, parents will have the option to purchase meals for their campers at the cafeteria. In order to do so, they must register to the lunch program using their Amilia account before the Thursday preceding the week they will be attending. **Please note that snacks and water bottles will not be provided.**

Please find the menu on our home page.

Warning: Peanut and Nut allergies

As some children who attend the summer camp are severely allergic to peanuts and nuts, we ask for your cooperation in ensuring that your child's meals and snacks do not contain traces of peanut or tree nuts.



WHAT TO BRING TO CAMP?

To be able to participate in all the activities offered at camp, we ask that campers wear comfortable clothing that allows them to move without restriction. Shorts, a t-shirt, running shoes and socks are a typical camp outfit.

We do not encourage wearing watches, necklaces, bracelets and jewelry. **Toys and playing cards are not accepted at camp (including pokémon cards).** All of the above should be left at home to avoid injury, loss or

At all times, your child should have:

- a bathing suit (we highly recommend a one-piece bathing suit)
- a towel
- a padlock
- a tube of sunscreen to avoid sunburn (apply the cream to your child before arriving at the camp)
- a cap or hat
- lunch (no glass containers; ice pack or thermos for temperature control) and two snacks.
- a water bottle
- A change of clothes (if needed)

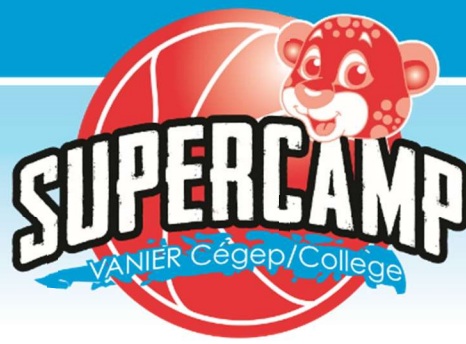
A child who does not have proper attire for an activity (for example, swimsuit) may be refused from participating in an activity.

As many activities take place outside, as well as inside, it is important to equip your child with proper attire for varying different temperatures (for example, sweater, rain jacket, etc.).

All iPods, MP3 players and other handheld video games are not allowed at camp, and should be left at home.¹

Furthermore, campers **should not be provided** with change for the vending machines located around the campus.

¹ Supercamp is not responsible for any lost, stolen or broken objects.



LOST AND FOUND

Please identify clothing, lunchboxes, and accessories that your child is bringing to camp. The camp is not responsible for personal items that are lost and stolen. A lost and found table will be located to the right of the office, between the bathrooms and the office. All lost and found objects will be kept until September 1st, and will be donated to charities after this date.

DISCIPLINE

If a child displays behavioural issues that disrupt activities or violates camp rules, a verbal and written warning will be made and shared with the parents. If the situation is not resolved and persists, your child may be dismissed from camp. In the case of exceptional circumstances, dismissal may be immediate. Any behaviour that endangers counsellors or other campers, as well as bullying, be it physical, verbal, or online, will not be tolerated and are grounds for suspension or dismissal. Please note that no refunds will be made if the participant is suspended or expelled for disciplinary reasons.

SUPERVISION

All groups are supervised by counsellors that underwent more than 50 hours of training in preparation for camp. Furthermore, many activities will be animated by specialists who will join the groups, in order to make the activities safer and more interesting. The specialists are all qualified and experienced in their respective disciplines.

GROUPS (pairing friends)

For continuity and to encourage a sense of community, we strive to place your child with the same counsellor each week. On the registration form to the camp, your child can specify the name of a friend with whom they wish to be paired.

As the groups are created at noon on Wednesday for the following week, it is possible to return to your account to add the name of another camper with whom you wish to pair your child. If this new information is added *before Wednesday at noon*, it will be considered in the formation of the groups for the following week.

Our groups are formed depending on the age and gender of the campers and any specialization chosen.

To be in the same group, it is necessary that the two children are the same age, and enrolled in the same program during the same week.

On Monday morning, if your child discovers that one of their friends is at camp, but they are not in the same group do not worry! Groups are often paired for activities, and campers will have many opportunities to spend time together.



CAMPER INFORMATION

What to bring:

- ☐ Sports Apparel
- ☐ Running shoes with socks
- ☐ Bathing suit (we highly recommend a one-piece)
- ☐ A change of clothes (if needed)
- ☐ A towel
- ☐ A padlock
- ☐ Sunscreen
- ☐ A hat or baseball cap
- ☐ A lunch
- ☐ Two snacks
- ☐ A water bottle

Rules to follow:

I will leave my toys, my games, my music players and my money at home¹.

I will respect all the counsellors, animators and all my fellow campers, in my behaviour and in my attitude.

I will participate to the best of my ability in all activities!

