

**Welcome!**

Supercamp at Vanier College is very happy to welcome you to its 2021 camp season! This information kit will serve as a guide, providing you and your child with all the information necessary to prepare for your first day at camp! We recommend that you read this kit carefully, and keep it handy throughout the entire summer.

In this kit, you will find a section addressing parental concerns and a second section about the camper. Our goal with the camper information is to encourage a positive mindset and preparedness, even before they step foot into camp. We encourage you to read the camper information with your children.

If you have any questions after reading this guide, do not hesitate to contact us by Facebook messaging or by e-mail at [supercamp@vaniercollege.qc.ca](mailto:supercamp@vaniercollege.qc.ca)

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

All the best,

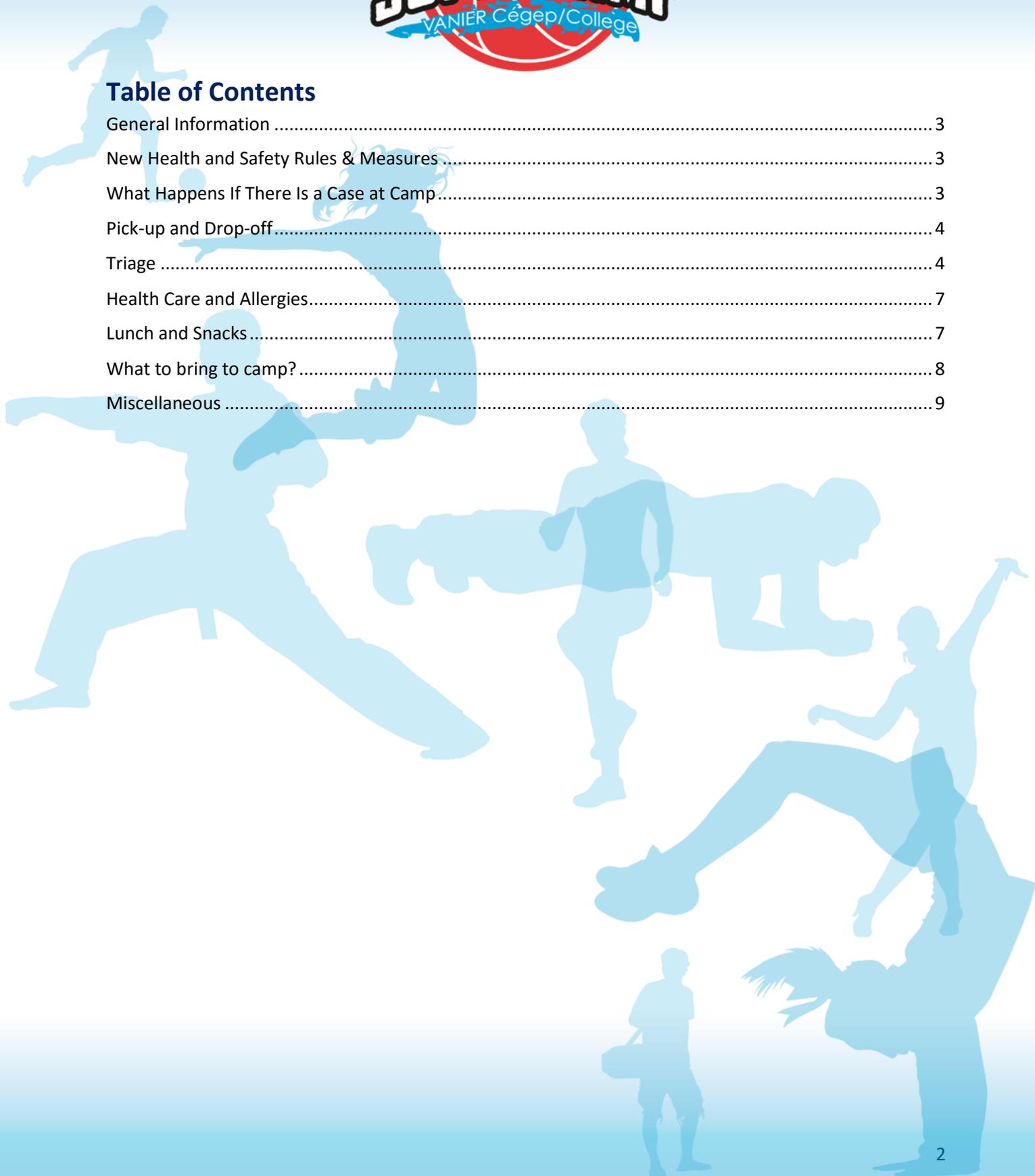
The Supercamp Team

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



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## General Information

### COVID-19 Important Information

#### **New Health and Safety Rules & Measures**

- No mixing of different groups will be allowed;
- All activities for specialized camps are done by the specialist-counselors. There will be no additional specialist for the Core program;
- Water-fountains are only used to fill up water bottles. Hence campers must bring a water bottle every day;
- Improved cleaning and sanitation protocols;
- New enforced hand-hygiene habits and respiratory etiquette measures;
- Specific mask and other PPE-wear measures;
- Enforced social distancing recommendations;
- New triage procedure upon arrival; and
- More than ever we prioritize outdoors to indoors activities!

### **What Happens If There Is a Case at Camp**

In the event that a positive case of COVID-19 was declared at camp:

- The individual would be cared for in the Quarantine room until they can leave or their parents pick them up. It is imperative that the person leaves as soon as possible;
- We would contact the public health authorities;
- All those who that have been in close contact with the individual would be contacted and advised to call 1-877-644-4545 for instructions. In doing so, the individual's identity would remain confidential;
- All other clients would get notified of a case at camp without any close contact with their child;
- Those awaiting to be tested or awaiting their results on suspicion of being affected by COVID-19 would not allowed on campgrounds and should stay home in isolation for 14 days or until they receive a negative COVID-19 test result.

### Counsellor Location

Our drop-off/pick-up location is at the Sports Complex of Vanier College, 821 Ste. Croix Avenue. After triage, the camper may join their counselor at their designated gathering location (see maps, [outdoors](#), [building G](#) and [main building](#)).



## Communications

Supercamp will send out important information, updates, and notices by email such as:

- ✓ The weekly pre-camp email sent to you the week before camp starts.

This email will contain the name of your child's camp counselor, and other important up-to-date information like rules, schedule, and procedures.

- ✓ Customer feedback survey

The customer feedback survey is our way of reaching out to our clients to collect valuable feedback to improve our services. We want to hear from you! The survey is anonymous, optional and will never be sent to you more than once a week.

- ✓ Promotional material

As a new spring or summer camp season approaches, we will notify you of any upcoming registration dates and discounts!

## **Pick-up and Drop-off**

Because of the ongoing pandemic please make sure you follow the NEW rules for pick-up and drop-off.

### **IMPORTANT – THE SECURITY OF OUR CAMPERS COMES FIRST!**

For security reasons (ensuring emergency response vehicles can access the camp), please respect the following rules concerning the drop-off and pick-up of campers.

**To access the parking of Vanier College by car, please enter and exit through Basile-Moreau. PARKING IS FREE FROM 8:00 TO 9:00 AM AND FROM 3:45 TO 5:00 PM**

**ONLY ONE PARENT IS ALLOWED ON CAMP GROUP FOR PICK-UP AND DROP-OFF**

## **Triage (see map)**

There are two locations for triage one near the side entrance of the A-building and one at the vestibule doors of the G-building. **We ask parents to be patient as only a limited amount of people is allowed indoors at any given time.**

No child with a sign or symptom of a contagious condition is allowed at camp. If one develops such, parents will be contacted, and they must leave immediately.



**Triage will include:**

- Answering an online [health questionnaire](#) each day before entering campgrounds; we ask parents to fill the questionnaire in advance;
- We ask that every person wear a mask or face-covering at all times on campus, and respect social distancing. Campers will remove their mask when instructed by their counselor;
- Welcoming the campers in the morning and verifying that none of them nor residents of their household have presented any [sign or symptom](#) of COVID-19 in the last 14 days. If so, they must leave immediately and contact 1 877 644-4545;
- Verifying with the parent and the campers that they have not had close contact with a person showing any sign or symptom of COVID-19 in the last 14 days. If so, they must leave and contact 1 877 644-4545;
- Once triage has been completed, campers are directed towards their group. If you do not know where your group rallies, our staff is able to help you out!
- The counselor then welcomes you and your child/ren and takes attendances.

**\*Hand sanitizing and mask-wearing are checked upon at drop-off and pick-up.**

**MORNING, from 8:00 am to 9:00 am on a Sunny Day (see map)**

After triage, the parent must accompany their child/ren to their counselor/s. Each group is assigned an outdoors gathering spot. **You will receive the name of the counsellor and their exact outside location in your welcoming email.** Your counsellor will take attendance on their mobile device. We ask all parents to remain patient, as only one parent at a time is allowed at the group. Once your attendance is taken, please exit following the correct path. Directional signage will be placed to help you.

**MORNING, from 8:00 am to 9:00 am on a Rainy Day (building G and Main building)**

After triage, the parent must accompany their child/ren to their counselor/s. Each group is assigned a respective room. **You will receive the name of the counsellor and their assigned room in your welcoming email.** Your counsellor will take attendance on their mobile device. We ask all parents to remain patient, as only one parent at a time is allowed at the group. Once your attendance is taken, please exit following the correct path. Directional signage will be placed to help you.



## Pick-Up

Pick-up is between 4 and 5 pm. You need your password that you chose during your registration on our registration platform Amilia.

Please note that you or the person that will pick up your child at the end of the day must give the password chosen upon registration. Otherwise, we will have to proceed to a verification of identity and custody release permission.

### Afternoon, from 4:00 pm to 5:00 pm on a Sunny Day (see map)

At 4 pm, campers authorized to leave by themselves may depart and parents can pick up their child at the counselor's assigned outside location. **You will receive the name of the counsellor and their exact outside location in your welcoming email.** Upon arrival, you must provide your password. We ask all parents to remain patient, as only one parent at a time is allowed at the group. Once you have given your password, please exit following the correct path. Directional signage will be placed to help you.

### Afternoon, from 4:00 pm to 5:00 pm on a Rainy Day (building G and Main building)

At 4 pm, campers authorized to leave by themselves may depart and parents can pick up their child at the counselor's assigned room. **You will receive the name of the counsellor and their assigned room in your welcoming email.** Upon arrival, you must provide your password. We ask all parents to remain patient, as only one parent at a time is allowed at the group. Once you have given your password, please exit following the correct path. Directional signage will be placed to help you.

### Early Pick-Ups and Late Arrivals

Please note, that to maintain health and safety measures, and to minimize the number of close and casual contacts, early pick-ups and late arrivals are only allowed at lunchtime, from 12:10 pm to 1:00. Please note that the same triage procedure will apply.

#### **WARNING: Lateness Fees**

If a camper is not picked up **as of 5:01pm**, a late fee of \$15 will be charged to the account owner for every 10 minutes of lateness.

**\*No Extended Supervision Hours service is available in 2021, due to the current pandemic of COVID-19. Instead, our regular hours have been extended from 8 am to 5 pm.**



## Health Care and Allergies

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 counselor 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 counselor 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 camp administration and sign the legally required document as soon as possible, 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 stomachache, nausea, etc.) will be admitted to camp. The policy applies to children with lice.

No child who is determined to have lice will be admitted to camp. If lice are discovered on your child while at camp, you will be contacted to pick up your child from camp immediately.

### **WARNING: Allergies**

As some children at camp have life threatening allergies to peanuts and nuts, we ask for your cooperation in ensuring your child's packed lunches are 100% nut-free, peanut-free and sesame-free.

## Lunch and Snacks

Campers must bring lunches that do not need to be refrigerated nor microwaved. Please use an ice pack if your child's food needs to remain cool. You can also provide a hot lunch in a thermos, but avoid glass containers. Remember to include two healthy snacks and a water bottle.

**\*Take-note: Sadly, because of the outgoing pandemic of COVID-19, there will not be a cafeteria lunch provided by the camp.**



## What to bring to camp?

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.

Cash, Debit/credit cards, watches, necklaces, bracelets, other jewelry, games, playing cards, cell phones, and other electronic devices will not be accepted at camp (including Pokémon cards). All of the above should be left at home to avoid injury, loss, or theft\*.

At all times, your child should have:

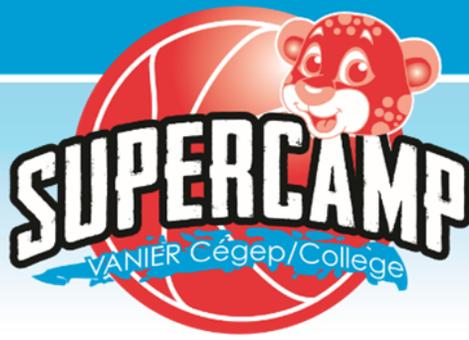
- Two facial masks
- Hand sanitizer
- A bathing suit (one-piece suit)
- A towel
- A padlock
- Sunscreen in spray (also apply the cream to your child before arriving at the camp)
- A cap or hat
- Lunch (no glass containers) and two snacks
- A water bottle
- A change of clothes (if needed)
- Closed shoes, preferably running shoes

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

As many activities take place outside, it is important to dress your child in 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. Furthermore, campers should NOT be provided with money as they will not be allowed to use it on campus.

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



## Miscellaneous

### 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 damaged, lost, or stolen. For health and safety reasons only identified items will be kept and return, all other objects will be thrown out.

### Behaviors and Intervention

If a child displays disruptive behaviors or violates camp rules, a verbal and written warning will be made and shared with parents at the end of the day. If the situation persists with no signs of improvement, your child may be dismissed from camp. In the case of exceptional and or extreme circumstances, dismissal may be immediate.

Any behavior that endangers counselors or other campers, as well as bullying, be it physical, verbal, or otherwise, 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 counselors that underwent more than 50 hours of training in preparation for camp. The specialists are all qualified and experienced in their respective disciplines.

### Groups and Pairing Friends

For continuity and to encourage a sense of community, we aim to place your child with the same counselor each week. On the camp registration form on Amilia, 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. We recommend that you still check your weekly Thursday camp email to confirm your child's counselor for the upcoming 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.



### Campers' rules :

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

I will respect all the counselors, animators, and all my fellow campers, in my behavior and my attitude.

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

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

### Who do I contact if I have questions?

If you have any questions, you can contact a member of the Supercamp administrative team by:

- Email at [supercamp@vaniercollege.qc.ca](mailto:supercamp@vaniercollege.qc.ca);
- Facebook chat at [@supercampvaniercollege](https://www.facebook.com/supercampvaniercollege);
- Instagram chat at [@supercampvanier](https://www.instagram.com/supercampvanier);
- [Phone appointment](#).