



# What You Need To Know About Your Summer Camp Stay...

Elgin Mills Campus  
Location

must have 2 available: one to be kept at the First Aid Station and one to be carried by the child (grade 1 and higher). Counsellors for the Purple, Orange and Blue groups will carry the child's EpiPen for them.

## Lunches For Camp

For parents of campers 4-12 wishing to order a hot lunch please visit our website and click on Lunches under the Parent Information section.

## Allergy Alert!

There will be children attending Camp who have been diagnosed with severe, life-threatening allergies to all forms of nuts/nut products. Due to the severity of these allergies, an anaphylactic reaction could occur from exposure to the slightest traces of nuts in any form, including smell, as some allergens are airborne. In order to maintain the safety of these children, it is Discovery Day Camp's policy to prohibit all nut products at Camp. **Please check contents carefully.** Please do not include any of the following products in your child's lunch:

- Peanut butter
- Nutella
- Peanuts
- All tree nuts
- Any product which may contain traces of nuts

## What to Bring to Camp Play Camp (3 to 5 year olds)

Please send to Camp with your child:

1. A recent photo of your child to be placed above his/her hook (three-year-olds only)
2. One complete change of clothing to keep at camp: socks; underwear; shorts; t-shirt ;sweat top and bottoms; and light jacket to be kept in his or her bin
3. Sun hat and children's waterproof sunscreen
4. Insect repellent (non-aerosol)
5. Non marking indoor running shoes for safety and comfort (not sandals)
6. Rain coat, hat and boots (depending on weather)
7. Daily nutritious snack and lunch (nut free)
8. A filled water bottle (label with child's name)
9. A pillow and blanket for three-year-olds attending full days

## Campers 6 -12 Years Old

Please send to Camp with your child:

1. Sun hat and children's waterproof sunscreen
2. Insect repellent (non-aerosol)
3. Non marking indoor running shoes for safety and comfort (not sandals)
4. Raincoat, hat and boots (depending on weather)
5. A filled water bottle (label with child's name)
6. Nutritious snack and lunch (nut free)

## Important Information

Please remember to complete all portions of the application including the medical form. An incomplete application cannot be processed and could jeopardize the availability of your program selections.

1. Applications are processed in the order received.
2. You must complete one application per child.

## Registration, Cancellations, Refunds & Program Changes

1. Please note, Camp will be closed on July 2<sup>nd</sup> and August 6<sup>th</sup>.
2. All cancellation requests must be received in writing by the Camp Office. Requests submitted prior to May 4, 2018 will be refunded minus a \$100 administration fee. Refunds will not be issued for cancellation requests received after May 4, 2018.
3. Refunds will not be issued for camp days missed for any reason.
4. Please allow four to six weeks for processing of refunds.
5. Program changes can be accommodated at any time, if space is available, by contacting the Camp Office, or by completing the program change form with the Camp Director. Additional costs will be charged to your account where applicable. For changes submitted after May 4, 2018, fee refunds resulting from program changes will be credited to your account. No cash refunds. There will be \$50 fee charge for any additional changes made to registration after June 8, 2018. Programs may be cancelled.

## Drop Off & Pick Up

Camp staff will be on hand to greet you. Please enter the Camp at the door indicated by the big Discovery Day Camp sign. Three year olds may use the front door of the school for arrival. You may drop your children off as early as 8:30 am and pick them up as late as 4:30 pm. Please note that a surcharge of \$2 per minute will apply to campers picked-up after 4:30 pm who have not pre-registered for Extended Care.

## Before- and After- Hours Care (additional charge)

Extended Care is available from 7:30 am until 8:30 am and 4:30 pm until 6:00 pm. Campers will participate in a range of activities as well as enjoying access to a variety of books and games. Please note that a surcharge of \$2 per minute will apply to campers picked-up after 6:00 pm.

## Identification

For safety reasons, our Camp Policy states that everyone on the premises should be easily identified. Campers will be provided with a coloured wrist band and must wear it at all times.

All visitors (between 9:30 am - 3:30 pm) MUST report to the Camp Office to sign in and receive a "Visitor" name tag. Upon departure, each visitor must report back to the Office to sign out and return the name tag.

## Lost & Found

Please remember to label all items for easy camper identification. Our Lost & Found Box will be located outside the Extended Care room. The Camp does not assume responsibility for damages or loss to personal items. Please do not send valuables to Camp.

## Medication

Please ensure that all medication is given to the Camp receptionist upon arrival. All medication must be clearly labeled with the camper's name, with the exact dosage and with the time it is to be administered indicated on the camper's health form. For purposes of student safety, all medication must be kept at the First Aid Station located in the Front Office (not in backpacks or lunches). Campers requiring an EpiPen

## Session Start Dates

Week 1	June 25
Week 2	July 3
Week 3	July 9
Week 4	July 16
Week 5	July 23
Week 6	July 30
Week 7	August 7
Week 8	August 13